

City of Tiffin, Iowa

Meeting:	Tiffin Regular City Council Meeting
Place:	Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time:	June 18, 2019 – 7:00 PM
Web Page:	www.tiffin-iowa.org
Posted:	June 14, 2019 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Jim Bartels	City Attorney:	Robert Michael/Crystal Raiber
Council At Large:	Al Havens	City Clerk:	Ashley Platz
Council At Large:	Eric Schnedler	D. of Public Works:	Brett Mehmen
Council At Large:	Mike Ryan	City Engineer:	Hart-Frederick
Council At Large:	Peggy Upton		

Council Work Session

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, June 18, 2019 at the City Hall Council Chambers. Mayor Berner called the meeting to order at 5:50 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Peggy Upton (Arrived at 5:54PM), Mike Ryan. Others present City Administrator Doug Boldt, City Clerk Ashley Platz, Building Official Brian Shay, City Engineer Ben Carhoff and others present.

B. Agenda Additions/Agenda Approval

Motion to approve the agenda by Ryan.
Second by Bartels.
All ayes, motion carried.

C. Discussion of Lot 3 Park Place City Center – Scott Andersen

Discussion: Scott Anderson, Developer came to the work session to present an exhibit for Lots 2 & 3 of Park Place City Center Part One. There is a potential owner looking to have a business with outdoor seating and an amphitheater. Council discussion on noise concerns and how often concerts will happen. Discussions on if it should be city owned similar to how Cedar Rapids does with theirs and hire an event management company. The amphitheater would hold around 1500 people in the seating and more room for standing room and seating provided by the abutting building.
Peggy Upton arrived at 5:54PM

D. Discussion and Review of General Obligation Bond for Street Improvements – Jeff Heil

Discussion: Jeff Heil, Northland Securities discussion on the GO Bond issuance and discussion on the low interest rates. The possibility of being able to borrow more now instead of doing one now and another next spring as rates may change. The items included in this Bond is Original Town Urbanization Ph 2 & 3, Kimberlite Ext & Stoplights for the \$4.5 million. Possibly the New Well, PW Facility, Park improvements, Sanitary Sewer Projects.

E. Discussion and Review of Proposal from Martin Gardner for Tiffin Downtown Planning and CDBG Grant Application – Michael LeClere

Discussion: Michael LeClere, Martin Gardner Arch provided a sample schematic for a past city that helped them recruit a developer and help apply for the grant. Presented the proposal for the Tiffin Downtown Planning and the CDBG Grant Application. But also wanted to urge the City to participate in the community vision program with the IDOT and Iowa State University. The proposal for the Tiffin Downtown Planning & CDBG Grant Application is for \$22,000.

F. Discussion of Storm Sewer Easement on Linden Lane from Woodfield Ridge – Part Three

G. Questions from Council Members regarding items on the Regular City Council Agenda

H. Other Business

I. Adjournment

Motion to adjourn by Ryan.
Second by Havens.
All ayes, meeting adjourned at 6:58 PM

Council Meeting

A. Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, June 18, 2019 at the City Hall Council Chambers. Mayor Berner called the meeting to order at 7:03 PM. Upon roll being called the following members were present: Jim Bartels, Al Havens, Eric Schnedler, Peggy Upton, Mike Ryan. Others present City Administrator Doug Boldt, City Clerk Ashley Platz, Building Official Brian Shay, Public Works Director Brett Mehmen, City Attorney Bob Michael, City Engineer Ben Carhoff and others present.

C. Agenda Additions/Agenda Approval

Motion to approve the agenda by Havens.
Second by Upton.
All ayes, motion carried.

D. Communications and Reports

1. Doug Boldt, City Administrator – Storm Sewer Easement in Woodfield Ridge regarding needing to install swale for the over land easement to handle the overflow. Property owner is concerned with more water being ran along his house. Ridgeway Heights and the Property owner need to work out a design that work or utilize the existing easement in the back of the lot. Discussions on changing the beehive intake to a larger square basin that should not plug.
2. Johnson County Deputy – Deputy Fisher nothing to report.

E. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of City Council Minutes
2. Approval of Clerk/Treasurer's Report
3. Approval of Liquor License Renewal – Casey's General Stores #2667
4. Approval of Liquor License Renewal – Casa Tequila Authentic Mexican Grill
5. Approval of Cigarette License Renewal – July 1, 2019 – Kum & Go, The Depot, Morgan's, Casey's General Stores and Fareway.

Motion to approve the consent agenda which includes City Council Minutes, City Clerk/Treasurer's Report, Liquor License Renewal for Casey's & Casa Tequila and the Tabacco Permit Renewal for Kum & Go, The Depot, Morgan's, Casey's and Fareway by Ryan.

Second by Havens
All ayes, motion carried.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on the Proposed Plans, Specifications, Form of Contract and Estimate of Cost, for the 2019 Improvements – Forevergreen Road Project

- a. Close Public Hearing and Proceed to I-1 and I-2

Motion to open the Public Hearing on the Proposed Plans, Specifications, Form of Contract and Estimate of Cost, for the 2019 Improvements – Forevergreen Road Project by Upton.

Second by Schnedler.

Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. Opened at 7:25 PM

Discussion: Nothing was received at City Hall and no public present.

Motion to close the Public Hearing by Ryan.

Second by Upton.

Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. Closed at 7:26 PM

2. Public Hearing to Vacate the Public Drainage Easement on Lot 23 of Prairie Village – Part 1, Tiffin, Iowa

- a. Close Public Hearing and Proceed to I-3

Motion to open the Public Hearing to Vacate the Public Drainage Easement on Lot 23 of Prairie Village – Part 1, Tiffin, Iowa by Bartels.

Second by Upton.

Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. Opened at 7:30 PM

Discussion: Nothing was received at City Hall and no public present.

Motion to close the Public Hearing by Upton.

Second by Ryan.

Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. Closed at 7:31 PM

H. Ordinance Approval/Amendment

1. Ordinance No. 2019-460 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of the Pirkl Property from R-1E to C-2B and M-2, in the City of Tiffin, Iowa
 - a. Motion to Approve Second Reading and Proceed to Third ReadingMotion to approve Ordinance No. 2019-460 - An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of the Pirkl Property from R-1E to C-2B and M-2, in the City of Tiffin, Iowa by Havens.
Second by Bartels.
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution 2019-080 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate of Cost for the 2019 Improvements – Forevergreen Road Project
Motion to approve Resolution 2019-080 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate of Cost for the 2019 Improvements – Forevergreen Road Project by Ryan.
Second by Schnedler.
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. All ayes, motion carried.
2. Resolution 2019-081 – A Resolution to Award Bid for the 2019 Improvements – Forevergreen Road Project
Discussion: Clint Rarick posed questions on needing 28E agreement with neighboring public entities.
Motion to approve Resolution 2019-081 – A Resolution to Award Bid for the 2019 Improvements – Forevergreen Road Project by Ryan.
Second by Schnedler.
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. All ayes, motion carried.
3. Resolution 2019-082 – A Resolution to Vacate the Public Drainage Easement on Lot 23 of Prairie Village – Part 1, Tiffin, Iowa
Motion to approve Resolution 2019-082 – A Resolution to Vacate the Public Drainage Easement on Lot 23 of Prairie Village – Part 1, Tiffin, Iowa by Schnedler.
Paragraph C – 3rd line – typo – remove “granting of” no need for an amendment due to just being a typo and will be removed prior to signing.
Second by Ryan.
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. All ayes, motion carried.
4. Resolution 2019-083 – A Resolution Setting the Date for a Public Hearing on Proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to Borrow Money thereunder in a Principal Amount not to exceed \$4,500,000
Motion to approve Resolution 2019-083 – A Resolution Setting the Date for a Public Hearing on Proposal to enter into a General Obligation Corporate Purpose Loan Agreement and to Borrow Money thereunder in a Principal Amount not to exceed \$4,500,000 by Upton.
Second by Havens.
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. All ayes, motion carried.
5. Resolution 2019-084 – A Resolution Approving a 28E Agreement Regarding the Temporary Connection to Forevergreen Road
Motion to table Resolution 2019-084 – A Resolution Approving a 28E Agreement Regarding the Temporary Connection to Forevergreen Road by Ryan.
Second by Schnedler.
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Ryan.
Second by Havens.
All ayes, motion carried.
2. Consideration of Change Order #6 – Portzen Construction – Motion to Approve by Havens.
Second by Bartels.
All ayes, motion carried.
3. Consideration of Pay Estimate #14 – Portzen Construction – Motion to Approve by Havens.
Second by Bartels.
All ayes, motion carried.
4. Consideration of Pay Estimate #5 – LL Pelling – Motion to Approve by Ryan.
Second by Bartels.
All ayes, motion carried.
5. Discussion and Consideration of Fireworks Donation to TiffFun Creek Fest and Council Action as Needed – Motion to table by Ryan. Second by Havens. All ayes, motion carried.
6. Discussion and Consideration of Proposal from Martin Gardner for Tiffin Downtown Planning and CDBG Grant Application Materials and Council Action as Needed
Motion to approve the Proposal from Martin Gardner for Tiffin Downtown Planning and CDBG Grant Application Materials by Upton.
Second by Bartels.
All ayes, motion carried.
7. Discussion and Consideration of Proposal from iCompass for Meeting & Agenda Management Software and Council Action as Needed
Motion to approve the proposal from iCompass for Meeting & Agenda Management Software by Bartels.
Second by Schnedler.
All ayes, motion carried.
8. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5.j for Potential Real Estate Purchase
Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5.j for Potential Real Estate Purchase by Upton.
Second by Schnedler
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. Closed at 8:27 PM
Motion to Adjourn from Closed Session into Regular Session in Accordance with Iowa Code Chapter 21.5.j for Potential Real Estate Purchase by Upton.
Second by Havens.
Roll Call: Upton, Bartels, Havens, Ryan, Schnedler. Opened at 9:29 PM

L. Reports to be Received/Filed

1. May Johnson County Sheriff's Activity Report

M. Reports from City Personnel

1. Mayor's Report – Nothing to report
2. City Council Reports – Update of past Council Member Jo Kahler. Sidewalks being blocked by parked vehicles, request notices on Facebook & Newsletter. Coralville Trail & Tiffin Trail is being delayed as the IDOT works on their interchange. Ryan would like a committee to put together a detour route while the bike trail tunnel is under construction.
3. Director of Public Work's Report – Well #4 motor blew up today. A temp pump is need until the new one is online.
4. Building Official's Report – Mowing for vacant lots and developers. Reviewed applications and resumes and are scheduling interviews end of this week and next week.
5. City Engineer's Report – Lighting Change at Ireland Avenue and Highway 6. Discussions on needing better lighting due to current lighting casting bad shadows. Waiting on Windstream to move their cable on the Round-about Project. Due to the cable not being moved, this has caused our contractor to be

delayed and we are unable to charge working days due to Windstream's error in not removing the wire that they advised had been moved at the pre-construction meeting. Update on Roberts Ferry Road Project, once the ADA sidewalk approaches get installed the Goldfinch intersection will be open.

6. City Attorney's Report – Nothing to report.
7. City Administrator's Report – Yard Waste bags will be coming soon as an option for individuals to purchase.

N. Adjournment

Motion to adjourn by Ryan.

Second by Havens.

All ayes, meeting adjourned at 9:30 PM



Ashley Platz, City Clerk

June 18, 2019