

City of Tiffin, Iowa

Meeting: Tiffin City Council Work Session
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: August 17, 2021 – 6:00 PM
Web Page: www.tiffin-iowa.org
Posted: August 13, 2021 (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 – Mayor Pro-Tem	City Clerk:	Abigail Hora
Council At Large:	Eric Schnedler	W/WW Superintendent:	Brett Mehmen
Council At Large:	Chris Olney	D. of Public Works:	Brian Detert
Council At Large:	Skylar Limkemann	Building Official:	Brian Shay
		Recreation Director:	Frank Haege

Work Session - Call to Order – 6:00 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, August 17, 2021, at the City Hall Council Chambers. Mayor Pro-Tem Al Havens called the meeting to order at 6:00 PM. Upon roll being called the following members were present: Skylar Limkemann, Christine Olney, Al Havens, Eric Schnedler, Jim Bartels. Others present City Administrator Doug Boldt, Building Official Brian Shay and Deputy City Brianna Wilkerson.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler.

Second by Havens.

All ayes, agenda approved.

C. Tour of the Tiffin Fire Department – 211 Main Street

Fire Chief Brad Hill conducted tour of the fire station. Brad showed equipment and explained their functions.

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

E. Other Business

F. Adjournment

Motion to adjourn by Limkemann.

Second by Schnedler.

All ayes, meeting adjourned at 6:57 PM.

A. Regular Session - Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, August 17, 2021, at the City Hall: Council Chambers. Mayor Pro Tem Havens called the meeting to order at 7:00 PM. Upon roll being called the following members were present: Christine Olney, Skylar Limkemann, Eric Schnedler, Al Havens and Jim Bartels. Others present City Administrator Doug Boldt, Building Official Brian Shay and Deputy City Clerk Brianna Wilkerson.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.
Second by Bartels.
All ayes, agenda approved.

D. Communications and Reports

1. **Unscheduled**
2. **Summary of Tiffin Rec Fest – Brianna Wilkerson and Frank Haege**
Discussion: Brianna Wilkerson gave an overview of REC Fest. Overall it was a successful event and attendance was great. They hope to grow the event each year.
If you wish to address the City Council on subjects pertaining to today’s meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the lectern and give your name and address for the public record before discussing your item.

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 Special City Council Minutes**
3. **Approval of Joint City Council and Clear Creek Amana School Board Meeting Minutes**
4. **Approval of Liquor License Renewal – The Depot Tiffin**

Motion to approve consent agenda which includes City Council Minutes, Special Council Meeting Minutes, Joint City Council and Clear Creek Amana School Board Meeting Minutes and Liquor License Renewal by Limkemann.

Second by Bartels.

All ayes, consent agenda approved.

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. **Public Hearing on Ordinance No. 2021-479 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of the Andersen Addition from R-1C to R-2 and from R-4 to R-2, in the City of Tiffin, Iowa**
 - a. **Close Public Hearing and Proceed to H-2**

Motion to open Public Hearing on Ordinance No. 2021-479 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of the Andersen Addition from R-1C to R-2 and from R-4 to R-2, in the City of Tiffin, Iowa by Olney.

Second by Bartels.

Roll Call: Olney, Bartels, Limkemann, Schnedler, Havens

Communication Received: City Administrator Doug Boldt received one correspondence from a resident on Dogwood who would not see the proposed rezoning. Building Official Brian Shay received an email from resident at 1805 Green Oak Pass who are not opposed to the rezoning and would like to see trees left on the Croell lots.

Discussion: Developer Glen Vaske explained rezoning one half of a street from R-1 to R-2.

Motion to close Public Hearing on Ordinance No. 2021-479 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of the Andersen Addition from R-1C to R-2 and from R-4 to R-2, in the City of Tiffin, Iowa by Schnedler.

Second by Limkemann.

Roll Call: Bartels, Schnedler, Havens, Limkemann, Olney.

H. Ordinance Approval/Amendment

1. Ordinance No. 2021-478 – An Ordinance Amending the Tiffin Zoning Ordinance No. 2007-287, Section 9.05, Accessory Building and Structures, to allow Pre-fabricated Garden Sheds of less than 100 Square Feet in a Side Yard

a. Motion to Approve Second Reading and Proceed to Third Reading

Motion to open Public Hearing Ordinance No. 2021-478 – An Ordinance Amending the Tiffin Zoning Ordinance No. 2007-287, Section 9.05, Accessory Building and Structures, to allow Pre-fabricated Garden Sheds of less than 100 Square Feet in a Side Yard by Limkemann.
Second by Olney.

Roll Call: Schnedler, Limkemann, Olney, Havens, Bartels

All ayes, first reading approved.

2. Ordinance No. 2021-479 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of Andersen Addition from R-1C to R-2 and from R-4 to R-2, in the City of Tiffin, Iowa, Johnson County, Iowa, and Legally Described Herein

a. Motion to Approve First Reading and Proceed to Second Reading

Motion to open Public Hearing Ordinance No. 2021-479 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone a portion of Andersen Addition from R-1C to R-2 and from R-4 to R-2, in the City of Tiffin, Iowa, Johnson County, Iowa, and Legally Described Herein by Limkemann.

Second by Schnedler.

Roll Call: Schnedler, Havens, Olney, Bartels, Limkemann

All ayes, first reading approved.

I. Resolutions for Approval

- 1.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve by Bartels.

Second by Limkemann.

All ayes, motion carried.

2. Consideration of Pay Estimate #2 – Nolan’s Lawn Care, Permeable Pavers Parking Project – Motion to Approve by Schnedler.

Second by Bartels.

All ayes, motion carried.

3. Consideration of Change Order #4 – Rathje Construction, Original Town Urbanization Project – Motion to Approve by Bartels.

Second by Schnedler.

All ayes, motion carried.

4. Consideration of Pay Estimate #4 – Rathje Construction, Original Town Urbanization Project – Motion to Approve by Limkemann.

Second by Bartels.

All ayes, motion carried.

5. Discussion and Consideration of Expanded Parking Area at the Fire Department and Council Action as Needed by Limkemann.
Second by Bartels.
All ayes, motion carried.

L. Reports to be Received/Filed

1. July Johnson County Sheriff's Activity Report – New report style. Is there a possibility for more specific data?

M. Reports from City Personnel

1. Mayor's Report – Nothing to report
2. City Council Reports – Discussion: City Council Person Limkemann discussing DNR Grant match half grant for wildlife extrication gear. South Slope contacted him about their grant application. Applied for \$2,500 Wal-Mart grant. Emailed Alliant Energy about issues applying for their grant. His meeting with John Thomas went well.
3. Director of Public Work's Report – Nothing to report.
4. Building Official's Report – Discussion: Building Official Brian Shay gave an update on available lots: 68 R-1, 46 R-2, and 120 R-4. Upgrade to iWorQ software in fall/winter to allow online permit submissions.
5. Recreation Director's Report – Nothing to report.
6. Engineer's Report – Nothing to report.
7. City Attorney's Report – Nothing to report.
8. City Administrator's Report – Discussion: City Administrator Doug Boldt discussed relocated yard waste pile west of Waste Water Treatment Facility. Cameras on location, old site is closed now. Asked council if they want to consider increasing the utility deposit. Census is official, population is 4,512. Request for no parking on east side Redbird Run. Two people asked if during second phase if additional work can be done outside of the assessment work. Will be added to next agenda. ICMA stipend was received.

N. Adjournment

Motion to adjourn by Schnedler.
Second by Olney.
All ayes, meeting adjourned at 8:13 PM.



Brianna Wilkerson, Deputy City Clerk

August 18th, 2021