

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** September 20, 2022 – 7:00 PM  
**Web Page:** www.tiffin-iowa.org  
**Posted:** September 16, 2022 (website & front entry of City Hall)

<b>Mayor:</b>	Steven Berner	<b>City Administrator:</b>	Doug Boldt
<b>Council At Large:</b>	Al Havens – Mayor Pro-Tem	<b>City Attorney:</b>	Robert Michael/Crystal Raiber
<b>Council At Large:</b>	Skylar Limkemann	<b>City Clerk:</b>	Abigail Hora
<b>Council At Large:</b>	Chris Olney	<b>W/WW Superintendent:</b>	Brett Mehmen
<b>Council At Large:</b>	Tim Orris	<b>D. of Public Works:</b>	Brian Detert
<b>Council At Large:</b>	Eric Schnedler	<b>Building Official:</b>	Brian Shay
		<b>Recreation Director:</b>	Frank Haege
		<b>Fire Chief:</b>	Brad Hill
		<b>City Engineer:</b>	MSA Professional Services

## **Work Session - Call to Order – 5:45 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, September 20, 2022, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 5:48 PM. Upon roll being called the following members were present: Al Havens, Skylar Limkemann, Chris Olney, Eric Schnedler, Tim Orris. Others present City Clerk Abigail Hora and Building Official Brian Shay.

### **B. Agenda Additions/Agenda Approval**

Motion to approve agenda by Limkemann.

Second by Havens.

All ayes, agenda approved.

### **C. Discussion of FY 2023-2024 Law Enforcement Contract with Johnson County – Sheriff Kunkel**

Discussion: Sheriff Kunkel present to discuss law enforcement contract.

### **D. Discussion and Direction for Additional Baseball/Softball Fields at City Park – Old Soccer Fields**

Discussion: Recreation Director Frank Haege discussed options for adding one or two fields to City Park.

### **E. Discussion and Direction for Potential Change to City of Tiffin’s Fence Ordinance**

Discussion: Building Official Brian Shay would like the fence ordinance to be revised to allow fence to be on the property line without signatures.

### **F. Questions from Council Members regarding items on the Regular City Council Agenda**

### **G. Other Business**

### **H. Adjournment**

Motion to adjourn by Havens.

Second by Limkemann.

All ayes, meeting adjourned at 7:00 PM.

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

### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, September 20, 2022, at the City Hall Council Chamber. Mayor Berner called the meeting to order at 7:00 PM. Upon roll being called the following members were present: Al Havens, Chris Olney, Skylar Limkemann leaves at 7:16 PM, Eric Schnedler, Tim Orris. Others present City Clerk Abigail Hora and Building Official Brian Shay.

### **C. Agenda Additions/Agenda Approval**

Motion to approve agenda by Limkemann.

Second by Schnedler.

All ayes, agenda approved.

#### **D. Communications and Reports**

##### 1. Unscheduled

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 Clerk/Treasurer's Report

Motion to approve Consent Agenda which includes City Council Minutes and Clerk/Treasurer's Report by Limkemann.

Second by Olney.

All ayes, motion carried.

#### **F. Mayoral Proclamation**

- 1.

#### **G. Public Hearing**

1. Public Hearing to Partially Vacate the Storm Sewer/Drainage Easement on Lot 2, Prairie Village Commercial Development – Part 1, Tiffin, Iowa

- a. Close Public Hearing

Motion to open Public Hearing to Partially Vacate the Storm Sewer/Drainage Easement on Lot 2, Prairie Village Commercial Development – Part 1, Tiffin, Iowa by Limkemann.

Second by Orris.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing to Partially Vacate the Storm Sewer/Drainage Easement on Lot 2, Prairie Village Commercial Development – Part 1, Tiffin, Iowa by Limkemann.

Second by Orris.

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

#### **H. Ordinance Approval/Amendment**

1. Ordinance No. 2022-498 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Lot 55, Madden Addition From R-2 to R-2/OPD in the City of Tiffin, Iowa, Johnson County, Iowa and Legally Described Herein

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

Motion to approve Ordinance No. 2022-498 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Lot 55, Madden Addition From R-2 to R-2/OPD in the City of Tiffin, Iowa, Johnson County, Iowa and Legally Described Herein by Olney.

Second by Limkemann.

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

All ayes, second reading approved.

#### **I. Resolutions for Approval**

1. Resolution No. 2022-079 – A Resolution Approving Storm Sewer Easements, Storm Water Management Facility Easements and Drainage Easements for Prairie Village Commercial – Part 3, Tiffin, Iowa. Motion to approve Resolution No. 2022-079 – A Resolution Approving Storm Sewer Easements, Storm Water Management Facility Easements and Drainage Easements for Prairie Village Commercial – Part 3, Tiffin, Iowa by Havens.

Second by Limkemann.

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

All ayes, motion carried.

2. Resolution No. 2022-080 – A Resolution Setting the Date of October 18, 2022, for a Public Hearing on the Urban Renewal Plan Amendment for the Tiffin Urban Renewal Area. Motion to

approve Resolution No. 2022-080 – A Resolution Setting the Date of October 18, 2022, for a Public Hearing on the Urban Renewal Plan Amendment for the Tiffin Urban Renewal Area by Limkemann.

Second by Schnedler.

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

All ayes, motion carried.

3. Resolution No. 2022-081 – A Resolution Waiving the City of Tiffin’s 2-Mile Extra-Territorial Review of the Vista Ridge Subdivision Preliminary and Final Plats. Motion to approve Resolution No. 2022-081 – A Resolution Waiving the City of Tiffin’s 2-Mile Extra-Territorial Review of the Vista Ridge Subdivision Preliminary and Final Plats by Limkemann.

Second by Schnedler.

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

All ayes, motion carried.

4. Resolution No. 2022-082 – A Resolution Approving Additional No Parking on the West Side of Elderberry Street. Motion to approve Resolution No. 2022-082 – A Resolution Approving Additional No Parking on the West Side of Elderberry Street by Limkemann.

Second by Schnedler.

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

All ayes, motion carried.

#### **J. Old Business**

- 1.

#### **K. Motions for Approval**

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

Second by Limkemann.

All ayes, motion carried.

2. Consideration of Change Order #18 – Rathje Construction, Original Town Urbanization Phase Two – Motion to Approve by Limkemann.

Second by Havens.

All ayes, motion carried.

3. Consideration of Pay Estimate #13 – Rathje Construction, Original Town Urbanization Phase Two – Motion to Approve by Limkemann.

Second by Orris.

All ayes, motion carried.

4. Consideration of Pay Application #7 – Woodruff Construction, Public Works Building – Motion to Approve. Motion to approve by Limkemann.

Second by Havens.

All ayes, motion carried.

5. Discussion and Consideration of Repair Work on Oakdale Boulevard and Council Action as Needed. Motion to approve Materbuilt quote by Limkemann.

Second by Schnedler.

All ayes, motion carried.

6. Discussion and Consideration of One-time Water and Sewer Adjustment for 204 Village Dr., Apt. #1 and Council Action as Needed. Motion to approve by Havens.

Second by Limkemann.

All ayes, motion carried.

#### **L. Reports to be Received/Filed**

1. August Johnson County Sheriff’s Activity Report
2. Monthly Departmental Budget Reports

3. Third Quarter Fire Department Report

**M. Reports from City Personnel**


1. Mayor's Report – Nothing to Report.
2. City Council Reports – Nothing to Report.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report - Nothing to Report.
5. Recreation Director's Report - Nothing to Report.
6. City Engineer's Report – Written Report in Packet.
7. City Attorney's Report – Nothing to Report.
8. City Administrator's Report – Written Report in Packet.

**N. Adjournment**

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 7:19 PM.



*September 21st, 2022*

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*Abigail Hora, City Clerk*