

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: November 1, 2022 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: October 28, 2022 (website & front entry of City Hall)

Mayor:	Steven Berner	City Administrator:	Doug Boldt
Council At Large:	Al Havens – Mayor Pro-Tem	City Attorney:	Robert Michael/Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Tim Orris	D. of Public Works:	Brian Detert
Council At Large:	Eric Schnedler	Building Official:	Brian Shay
		Recreation Director:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	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, November 1, 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: Chris Olney, Skylar Limkemann, Al Havens, Eric Schnedler, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Orris.

All ayes, agenda approved.

C. Discussion and Review of Water and Wastewater Treatment Evaluations – Clint Wienen and Kevin Bailey with MSA Professional Services

Discussion: Clint Wienen and Kevin Bailey with MSA Professional Services present. Waivers need to be obtained in order to expand the wastewater facility. The City reviewed two sites near our current facility. City Attorney will begin work on drafting these letters to residents in the effected areas. MSA recommended reverse osmosis and a pilot program be done prior to ensure accuracy during construction if the City chooses. This was estimated at \$2,500,000-\$3,000,000. The City will be having an entire overview of the our water/wastewater systems completed to ensure any future projects are accounted for.

D. Discussion of Potential Local Option Sales Tax for City of Tiffin

Discussion: City Administrator Doug Boldt and Mayor Berner discussed the options to add LOST to the City of Tiffin ballot. This will likely be in 2023 if the Council chooses to pursue LOST.

E. Future Sanitary Sewer Installation for Hickory Knoll Development

Discussion: City Administrator Doug Boldt and City Attorney Crystal Raiber will be completing the letter that the City will be sending out to the Hickory Knoll Development. This letter is educating the homeowners that the sanitary sewer is now available and they will need to connect to City services.

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

G. Other Business

H. Adjournment

Motion to adjourn by Limkemann.

Second by Schnedler.

All ayes, meeting adjourned at 7:02 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, November 1, 2022, at the City Hall: Council Chambers. Mayor Berner called the meeting to order at 7:02 PM. Upon roll being called the following members were present: Skylar Limkemann, Chris Olney, Eric Schnedler, Al Havens, Tim Orris. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Havens.

Second by Orris.

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

Motion to approve Consent Agenda which includes City Council Minutes by Olney.

Second by Orris.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1.

I. Resolutions for Approval

1. Resolution No. 2022-090 – A Resolution Setting the Date of November 15, 2022, for a Public Hearing to Amend the Tiffin Zoning Ordinance, Section 5, Fence and Hedge Regulations. Motion to approve Resolution No. 2022-090 – A Resolution Setting the Date of November 15, 2022, for a Public Hearing to Amend the Tiffin Zoning Ordinance, Section 5, Fence and Hedge Regulations by Havens.

Second by Limkemann.

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

All ayes, motion carried.

2. Resolution No. 2022-091 – A Resolution Accepting the City Street Finance Report to the Iowa Department of Transportation for the City of Tiffin, Iowa for Fiscal Year 2022. Motion to approve Resolution No. 2022-091 – A Resolution Accepting the City Street Finance Report to the Iowa Department of Transportation for the City of Tiffin, Iowa for Fiscal Year 2022 by Orris.

Second by Schnedler.

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

All ayes, motion carried.

J. Old Business

1. Resolution No. 2022-078 – A Resolution Approving Alliant Energy to Install the Street Lights in Andersen Addition – Part Two and for the City of Tiffin to Accept Financial Responsibility Thereof. Motion to approve Resolution No. 2022-078 – A Resolution Approving Alliant Energy to

Install the Street Lights in Andersen Addition – Part Two and for the City of Tiffin to Accept Financial Responsibility Thereof by Limkemann.

Second by Orris.

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

All ayes, motion carried.

K. Motions for Approval

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

Second by Orris.

All ayes, motion carried.

2. Consideration of Special Events Application – Girls on the Run 5K – Christina Hamarstrom – Motion to Approve by Schnedler.

Second by Orris.

All ayes, motion carried.

3. Consideration of Pay Estimate #14 – Rathje Construction, Original Town Urbanization Project Phase Two – Motion to Approve by Havens.

Second by Orris.

All ayes, motion carried.

4. Discussion and Consideration of to Proceed with OPN Architects for a Redesign of the Public Safety Facility and Council Action as Needed. Council instructed City Administrator Doug Boldt on the next steps with this project.

5. Discussion and Consideration of Hiring Fire Marshal/Code Enforcement Inspector and Council Action as Needed. Motion to approve by Limkemann.

Second by Schnedler.

All ayes, motion carried.

6. Discussion and Consideration to Accept the Consent and Release of the Prairie West Development Company to the Springmier Condominium Association for the Maintenance of the Stormwater Basin located in Lot 63, in the Prairie West Addition, Tiffin, Iowa, and Council Action as Needed. Motion to approve however contingent upon the execution of the assignment agreement by Havens.

Second by Olney.

All ayes, motion carried.

L. Reports to be Received/Filed

- 1.

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 - Discussion: Building Official Brian Shay reported that Tiffin Warehouse 2 permit has been approved.

5. Recreation Director's Report - Discussion: 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 – Discussion: City Administrator Doug Boldt reported the Clear Creek trail has been completed under Interstate 380 however due to the 80/380 project the trail is closed to the public.

N. Adjournment

Motion to adjourn by Schnedler.

Second by Limkemann.

All ayes, meeting adjourned at 7:43 PM.

Abigail Hora

November 1st, 2022

Abigail Hora, City Clerk