

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340  
**Date/Time:** March 7, 2023 – 7:00 PM  
**Web Page:** www.tiffin-iowa.org  
**Posted:** March 3, 2023 (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 – 6:15 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, March 7, 2023, at the City Hall Council Chambers. Mayor Berner called the meeting to order at 6:17 PM. Upon roll being called the following members were present: Chris Olney, Al Havens, Eric Schnedler, Tim Orris, Skylar Limkemann. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

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

Motion to approve agenda by Schnedler.  
Second by Limkemann.  
All ayes, agenda approved.

### **C. Discussion of City of Tiffin Capital Improvements Plan Revision**

Discussion: City Administrator Doug Boldt reviewed the CIP with Council. Council gave direction on what they want this to look like going forward.

### **D. Questions from Council Members regarding items on the Regular City Council Agenda or Reports**

### **E. Other Business**

### **F. Adjournment**

Motion to adjourn by Orris.  
Second by Limkemann.  
All ayes, meeting adjourned at 6:59 PM.

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

### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, March 7, 2023, at the City Hall: Council Chambers. Mayor Berner called the meeting to order at 7:00 PM. Upon roll being called the following members were present: Chris Olney, Eric Schnedler, Al Havens, Tim Orris, Skylar Limkemann. Others present City Administrator Doug Boldt and City Clerk Abigail Hora.

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

Motion to approve agenda by Havens.  
Second by Limkemann.  
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.

Discussion: Dick Huff,

**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 Summary of Receipts Report

Motion to approve Consent Agenda which includes City Council Minutes and Summary of Receipts Report by Havens.

Second by Limkemann.

All ayes, consent agenda approved.

**F. Mayoral Proclamation**

- 1.

**G. Public Hearing**

1. Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs for the Potter Creek Interceptor Sewer Project

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

Motion to open Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs for the Potter Creek Interceptor Sewer Project by Orris.

Second by Schnedler.

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

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on the Plans, Specifications, Form of Contract, Estimate of Costs for the Potter Creek Interceptor Sewer Project by Olney.

Second by Orris.

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

**H. Ordinance Approval/Amendment**

- 1.

**I. Resolutions for Approval**

1. Resolution No. 2023-017 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate of Costs for the Potter Creek Interceptor Sewer Project. Motion to approve Resolution No. 2023-017 – A Resolution Approving Plans, Specifications, Form of Contract and Estimate of Costs for the Potter Creek Interceptor Sewer Project by Havens.

Second by Orris.

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

All ayes, motion carried.

2. Resolution No. 2023-018 – A Resolution to Award the Bid for the Potter Creek Interceptor Sewer Project. Motion to deny the Resolution No. 2023-018 – A Resolution to Award the Bid for the Potter Creek Interceptor Sewer Project by Havens.

Second by Schnedler.

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

All ayes, motion carried.

**J. Old Business**

- 1.

**K. Motions for Approval**

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

Second by Schnedler.

All ayes, motion carried.

2. Consideration of Change Order #2 – Boomerang Corporation, Well #5 Pump, Controls and Water Main Project – Motion to Approve by Orris.  
Second by Havens.  
All ayes, motion carried.
3. Consideration of Pay Estimate #2 – Boomerang Corporation, Well #5 Pump, Controls and Water Main Project – Motion to Approve by Havens.  
Second by Orris.  
All ayes, motion carried.
4. Consideration of the Tiffin City Council’s Acknowledgement of the USDOT Standard Title VI/Non-Discrimination Assurances, the Title VI Non-Discrimination Agreement and the Appointment of the Tiffin City Administrator as the Title VI Coordinator for the North Park Road Improvements Project – Motion to Approve by Limkemann.  
Second by Schnedler.  
All ayes, motion carried.
5. Discussion and Consideration of Purchase of Ballfield Tractor and Council Action as Needed.  
Motion to approve by Limkemann.  
Second by Orris.  
All ayes, motion carried.

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

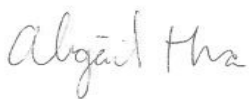
- 1.

**M. Reports from City Personnel**

1. Mayor’s Report – Nothing to Report.
2. City Council Reports – Discussion: Council Person Limkemann reported Tiffin Fire pancake breakfast March 26<sup>th</sup> 6:00 AM- 11:00 AM.
3. Director of Public Work’s Report – Discussion: Public Works Director Brian Detert reported the fountains will be lifted in April.
4. Building Official’s Report – Nothing to Report.
5. Recreation Director’s Report - Discussion: Recreation Director Frank Haege reported basketball is completed for the season. Baseball/Softball will begin soon. New batting cages coming this Spring.
6. City Engineer’s Report – Included in Packet
7. City Attorney’s Report – Nothing to Report.
8. City Administrator’s Report – Discussion: City Administrator Doug Boldt discussed his report. Citywide garage sales will be May 5-7<sup>th</sup>, Citywide clean up day will be May 20<sup>th</sup> from 8:00 AM- 11:00 AM.

**N. Adjournment**

Motion to adjourn by Limkemann.  
Second by Orris.  
All ayes, meeting adjourned at 7:58 PM.



**March 8th, 2023**

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Abigail Hora, City Clerk