



AGENDA INFORMATION TIFFIN CITY COUNCIL COMMUNICATION

DATE: October 29, 2025

AGENDA ITEM: Resolution 2025-083 – A Resolution Approving at 28E Between the City of North Liberty and the City of Tiffin for Cost Sharing for Certain Firefighting Protective Equipment

ACTION: Approval

Purpose

To seek Council approval of a Chapter 28E Agreement between the City of Tiffin and the City of North Liberty for the shared use and cost allocation of a quantitative fit tester used for SCBA (Self-Contained Breathing Apparatus) gear.

Background

The City of North Liberty owns a quantitative fit tester that is used to ensure the effectiveness of SCBA gear for its fire department. The City of Tiffin Fire Department also requires access to this specialized equipment to maintain safety standards for its volunteer firefighters.

This agreement formalizes a cost-sharing arrangement between the two cities to:

- Allow Tiffin access to North Liberty’s fit tester
- Share annual calibration and maintenance costs
- Share repair and replacement costs when necessary

Key Terms of the Agreement

- **Annual Calibration & Maintenance:** North Liberty will coordinate calibration and maintenance; Tiffin will reimburse 50% of the costs.
- **Repair & Replacement:** Costs due to wear or end-of-life replacement will be split 50/50. Estimated replacement cost is \$14,000.
- **Termination Clause:** Either party may terminate with 30 days’ written notice. If the unit has been replaced, Tiffin will be reimbursed for 50% of the remaining prorated value.
- **No Separate Entity:** The agreement does not create a new legal entity. Each City Administrator will oversee their respective responsibilities.
- **Effective Date:** Upon approval by both City Councils and filing with the Iowa Secretary of State per Chapter 28E requirements.

Recommendation

Fire Marshal Erb recommends approval of the resolution authorizing the Mayor and City Clerk to execute the 28E Agreement with the City of North Liberty.

ATTACHMENTS: Resolution, 28E Agreement

RESOLUTION NO. 2025-084

A RESOLUTION APPROVING THE TRANSFER OF PROCEEDS FROM THE SALE OF CITY EQUIPMENT INTO THE FIRE DEPARTMENT SAVINGS ACCOUNT

WHEREAS, the City of Tiffin (hereinafter "City") is a municipal corporation under Iowa law; and,

WHEREAS, the City has sold City equipment in the total amount of \$100,000; and,

WHEREAS, the proceeds from said sale are to be used to help fund future major equipment and vehicle purchases for the fire department; and,

WHEREAS, the City Council finds it appropriate and in the best interest of the City to transfer the funds received from the sale of City equipment into the fire department savings account; and,

Now, therefore be it resolved by the City Council of the City of Tiffin, Iowa, as follows:

1. The City Council hereby authorizes and approves the transfer of \$100,000 from the sale of City equipment into the fire department savings account.
2. The City Clerk and City Administrator are authorized to execute all necessary financial transactions to complete this transfer.
3. Said funds shall be available for lawful expenditures as approved and budgeted by the City Council.

On the 4th day of November, 2025, at a regular meeting of the Tiffin City Council, Tiffin, Iowa, Councilperson ____ introduced **RESOLUTION NO. 2025-084, A RESOLUTION APPROVING THE TRANSFER OF PROCEEDS FROM THE SALE OF CITY EQUIPMENT INTO THE FIRE DEPARTMENT SAVINGS ACCOUNT**, and made a motion for approval. Motion seconded by Councilperson ____.

Ayes:

Nays:

Absent:

Whereupon ____ Council members were present and voted approval and Mayor Kasparek declared that **RESOLUTION NO. 2025-084, A RESOLUTION APPROVING THE TRANSFER OF PROCEEDS FROM THE SALE OF CITY EQUIPMENT INTO THE FIRE DEPARTMENT SAVINGS ACCOUNT**, to be adopted and signified his approval of the same by affixing his signature thereto.

Passed by the City Council on the 4th day of November, 2025.

City of Tiffin

Tim Kasparek, Mayor

ATTEST: _____
Abigail Hora, City Clerk