

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin Fire Station, 211 Main Street, Tiffin, Iowa, 52340
Date/Time: December 16, 2025 – 7:00 p.m.
Web Page: www.tiffin-iowa.org
Posted: December 12, 2025 (website & front entry of City Hall)

Mayor:	Tim Kasperek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Al Havens	City Attorney:	Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Eric Schnedler	D. of Public Works:	Brian Detert
		Building Official:	Brian Shay
		Recreation Director:	Vacant
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 6:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, December 16, 2025, at the Tiffin Fire Station. Mayor Kasperek called the meeting to order at 6:30 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, Assistant City Administrator Ashley Platz 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 Automated License Plate Readers

Discussion: Sheriff Kunkel and other Sheriff's Department staff were present. Council Member Schnedler inquired about coverage in the industrial park and along South Park Road. It was noted that implementation will occur in phases, and these areas can be revisited once the system is operational. Overall coverage is strengthened by neighboring communities that also utilize automated license plate readers. Information may be shared with state and local law enforcement agencies. Data is only retained for 30 days, and the City is the sole customer.

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

E. Other Business

F. Adjournment

Motion to adjourn by Schnedler.
Second by Limkemann.
All ayes, meeting adjourned at 6:55 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, December 16, 2025, at the Tiffin Fire Station. Mayor Kasperek called the meeting to order at 7:01 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.
Second by Havens.
All ayes, motion carried.

1. **Swearing in of Re-elected Officials – Mayor Tim Kasperek, Councilperson Tim Orris and Councilperson Eric Schnedler**
2. **Swearing in of Newly Elected Official – Councilperson Tony Johnson**
3. **Swearing in of Tiffin Fire Department Personnel – Kaelyn McEathron Grell**

D. Communications and Reports

1. Unscheduled

This is an opportunity for those wishing to address the City Council on an item NOT on the agenda. If you wish to address the Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached.

If you wish to speak now, please approach the lectern and give your name and address for the public record before discussing your item. As a reminder each speaker is limited to 3 minutes or less. As an additional reminder, in accordance with public meeting laws, the Council may only discuss or act on matters that are presented on this agenda.

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 the December 2, 2025, City Council Minutes
2. Approval of Summary of Receipts Report
3. Approval of Clerk's/Treasurers Report

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts Report and Clerks/Treasurers Report by Orris.

Second by Olney.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1. Proclamation of Recognition for Council Member Al Havens

G. Public Hearing

- 1.

H. Ordinance Approval/Amendment

1. Ordinance No. 2025-522 – An Ordinance Rezoning Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa, from Neighborhood Business District (C-1B) to a Planned Development Overlay Site District/Neighborhood Business District (OPD/C-1B) for Lot 1, Park Place City Center Part One, Phase 4, Tiffin, Iowa

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

Motion to approve by Olney.

Second by Havens.

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

All ayes, second reading approved.

2. Ordinance No. 2025-523 – An Ordinance Rezoning Grove Park Area, Tiffin, Iowa, from Planned Development Overlay Concept and Site District/Multi-Family 12-Plex Residential District (OPD/R-12) and Planned Development Overlay Concept and Site District/Mixed Use Commercial District (OPD/C-1B) to a Planned Development Overlay Concept and Site District/Multi-Family 4-Plex Residential District (OPD/R-4) for Grove Park, Tiffin, Iowa

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

Motion to approve by Havens.

Second by Orris.

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

All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution 2025-092 – A Resolution Setting the Date of January 20, 2026, for a Public Hearing and Additional Action on Proposal to enter into a General Obligation Urban Renewal Loan Agreement and to Borrow Money thereunder. Motion to approve by Havens.

Second by Orris.

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

All ayes, motion carried.

2. Resolution 2025-093 – A Resolution Designating the Title VI/ADA Coordinator and Establishing Responsibilities and Procedures. Motion to approve by Havens.
Second by Limkemann.
Roll Call: Schnedler, Limkemann, Havens, Orris, Olney.
All ayes, motion carried.
3. Resolution 2025-094 – A Resolution Approving and Adopting the 2025 update of the Multi-Jurisdictional Hazard Mitigation Plan for Johnson County, Iowa. Motion to approve by Orris.
Second by Schnedler.
Roll Call: Limkemann, Havens, Orris, Olney, Schnedler.
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. Discussion and Consideration to Approve the Hiring of Grant Weber as the Tiffin Parks and Recreation Director and Council Action as Needed. Motion to approve by Limkemann.
Second by Orris.
All ayes, motion carried.
3. Discussion and Consideration of Automated License Plates Readers and Council Action as Needed.
Motion to approve by Limkemann.
Second by Schnedler.
All ayes, motion carried.

L. Reports to be Received/Filed

1. City Engineer's Report
2. November Johnson County's Sheriff's Report
3. Monthly Departmental Budget Reports
4. Tiffin Recreation Center Project Update

M. Reports from City Personnel

1. Mayor's Report – Discussion: Mayor Kasparek and Mayor Pro-Tem Orris will be launching a podcast, with an anticipated release in January.
2. City Council Reports – Discussion: Council Member Orris reported that the holiday hoopla had a great turnout.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report - Discussion: Building Official Brian Shay will give building permit report at the next meeting.
5. Water/Wastewater Superintendent's Report – Nothing to Report.
6. Recreation Director's Report - Nothing to Report.
7. Fire Chief's Report – Nothing to Report.
8. Law Enforcement Report – Discussion: Sheriff Kunkel will give law enforcement update after the first of the year.
9. City Attorney's Report - Nothing to Report.
10. City Administrator's Report – Included in the Packet. Discussion: City Administrator Doug Boldt reported that a joint work session with the Clear Creek Amana School District is scheduled for February 4, with the start time to be determined at a later date.

N. Adjournment

Motion to adjourn by Havens.

Second by Limkemann.

All ayes, meeting adjourned at 7:55 PM.



_____, December 18th, 2025
Abigail Hora, City Clerk