

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Springmier Community Library, 311 West Marengo Road, Tiffin, Iowa 52340
Date/Time: November 18, 2025 – 7:00 p.m.
Web Page: www.tiffin-iowa.org
Posted: November 14, 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 – 5:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, November 18, 2025, at the Springmier Community Library located inside the Clear Creek Amana Middle School. Mayor Kasperek called the meeting to order at 5:33 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 Deputy City Clerk Brianna Wilkerson.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Orris.

All ayes, agenda approved.

C. Discussion of the Purchase of a Chevy Tahoe for New Fire Chief Position

Discussion: Fire Chief Hill explained that the current Tahoe has served the department well and recommended that the City purchase a new one, allowing the incoming Chief to oversee its upfitting. He noted the current Tahoe also serves as the Fire Marshal's daytime vehicle and is taken home by the duty officer during their shift.

D. Discussion and Review of Highway 6 Reconstruction Project Options for the Intersections of Croell Avenue and Kimberlite Street and Associated Cost Estimates

Discussion: James Watters with MSA Professional Services joined the meeting via Microsoft Teams. After a detailed discussion, Council requested that he provide a cost estimate for installing a hawk beacon at the intersection of Stephans Street and Highway 6. Council also asked how long after the Kimberlite Street intersection is signalized a traffic study would remain valid, and he estimated it could be up to five years. James will be at a future meeting with this information.

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

F. Other Business

G. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 6:54 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 18, 2025, at the Springmier Community Library located inside the Clear Creek Amana Middle School. 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 Deputy City Clerk Brianna Wilkerson.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler.

Second by Orris.

All ayes, agenda approved.

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 November 4, 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, Clerk/Treasurers Report by Orris.

Second by Schnedler.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1.

I. Resolutions for Approval

1. Resolution 2025-089 – A Resolution Accepting the City Street Finance Report to the Iowa Department of Transportation for the City of Tiffin, Iowa for Fiscal Year 2025. Motion to approve by Orris.

Second by Olney.

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

All ayes, motion carried.

2. Resolution 2025-090 – A Resolution Setting the Date of December 2, 2025, for a Public Hearing for Tiffin East, Lot 30, known as Grove Park Planned Development Overlay Site District. Motion to approve by Schnedler.

Second by Orris.

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

All ayes, motion carried.

3. Resolution 2025-091 – A Resolution Setting the Date of December 2, 2025, for a Public Hearing for Park Place City Center, Part One, Phase Four, Lot One, as a Planned Development Overlay Site District. Motion to approve by Orris.
Second by Schnedler.
Roll Call: Olney, Schnedler, Limkemann, Havens, Orris.
All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Havens.
Second by Orris.
All ayes, motion carried.
2. Discussion and Consideration of Change Order #9 – Rathje Construction, Original Town Urbanization Project Phase 3 – Motion to approve by Orris.
Second by Limkemann.
All ayes, motion carried.
3. Discussion and Consideration of Pay Application #11 – Rathje Construction, Original Town – Motion to approve by Havens.
Second by Orris.
All ayes, motion carried.
4. Discussion and Consideration to Approve Letter of Resignation from Tony Johnson from the Planning and Zoning Commission and Council Action as Needed. Motion to approve by Havens.
Second by Orris.
All ayes, motion carried.
5. Discussion and Consideration of L.L. Pelling Quote for Asphalt work in the Parking Lot of the Jim Bartels City Park and Council Action as Needed. Motion to approve by Olney.
Second by Orris.
All ayes, motion carried.
6. Discussion and Consideration of L.L. Pelling Quote to Pave the North End of the Parking Lot at the Fire Station and Council Action as Needed. Motion to approve by Limkemann.
Second by Schnedler.
All ayes, motion carried.
7. Discussion and Consideration of L.L. Pelling Quote to Correct Drainage Issue at the Fire Station and Council Action as Needed. Motion to approve by Orris.
Second by Limkemann.
All ayes, motion carried.
8. Discussion and Consideration of Appropriating Annual TIF Debt Certification and Council Action as Needed. Motion to approve by Limkemann.
Second by Orris.
All ayes, motion carried.
9. Discussion and Consideration of Purchase of a 2026 Chevy Tahoe for the Tiffin Fire Department and Council Action as Needed. Motion to approve by Schnedler.
Second by Orris.
All ayes, motion carried.

L. Reports to be Received/Filed

1. Johnson County Sheriff's Report – September 2025
2. Monthly Departmental Budget Reports

3. Tiffin Recreation Center Monthly Report

M. Reports from City Personnel

1. Mayor's Report – Discussion: Mayor reported from the EMA commission meeting that the storage facility will proceed to bid. Also mentioned the growing complications with garbage and recycling collection. It was suggested the City Administrator have discussion with the City of North Liberty about their process.
2. City Council Reports – Discussion: Council Person Limkemann reported the new fire truck should be delivered next week. Annual banquet scheduled for January 8th. Hoping to hear about DNR grant next week. Council Person Schnedler reported that he had community members ask about the opening of the tunnel under highway 6.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Nothing to Report.
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 – Nothing to Report.
9. City Attorney's Report – Nothing to Report.
10. City Administrator's Report – Included in the Packet.

N. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 7:44 PM.

Brianna Wilkerson

_____, November 20th, 2025
Brianna Wilkerson, Deputy City Clerk