



**AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION**

DATE: August 29, 2025

AGENDA ITEM: Approval of the 8/19 Council Minutes

ACTION: Approval

ATTACHMENTS: Council Minutes

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: August 19, 2025 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: August 15, 2025 (website & front entry of City Hall)

Mayor:	Tim Kasparek	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:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 5:30 PM

A. Roll Call

B. The City of Tiffin City Council held a work session Tuesday, August 19, 2025, at the City Hall Council Chambers. Mayor Kasparek called the meeting to order at 5:32 PM. Upon roll being called the following members were present: Eric Schnedler (arrived at 5:44 PM), 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 Orris.

All ayes, agenda approved.

D. Discussion and Review of Recreation Center Total Bid and not-to-exceed Construction Cost

Discussion: Patrick Myers from Miron Construction presented and reviewed Bid Package 2 with the Council. The bids came in favorable, resulting in the overall project cost being \$1.8 million below the guaranteed maximum price (GMP). Of that amount, \$1 million will be removed from the project, and \$350,000 has been allocated to establish an owner contingency allowance.

E. Discussion and Update on the Exterior Elevations of the Johnson County EMA Storage Facility

Discussion: Dave Wilson and Luke Leyden presented updated exterior elevation options for the Johnson County EMA storage facility. The council preferred the roofline design from Option 2A but favored the exterior materials and finishes from Option 2B. Dave and Luke agreed and were given the council's approval to proceed with their next step in the project.

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

G. Other Business

H. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 6:45 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, August 19, 2025, at the City Hall Council Chambers. Mayor Kasparek called the meeting to order at 7:00 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 Orris.

Second by Schnedler.

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 August 5, 2025, City Council Minutes

2. Approval of Summary of Receipts Report

3. Approval of Liquor License Renewal – Back Berner Bar & Grill, LLC

Motion to approve Consent Agenda which includes City Council Minutes, Summary of Receipts Report and Liquor License Renewal by Orris.

Second by Olney.

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. 2025-074 - Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$14,384,000 Water Revenue Bonds, Series 2025. Motion to approve by Havens.

Second by Orris.

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

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 Professional Services Agreement Proposal from MSA Professional Services, Inc., for Village Drive & Roberts Ferry Road Signal Design – Motion to approve by Olney.
Second by Schnedler.

All ayes, motion carried.

3. Consideration of Pay Estimate #8 – Rathje Construction, Original Town Urbanization Project – Motion to approve by Orris.

Second by Havens.

All ayes, motion carried.

4. Discussion and Consideration of One-time Water and Sewer Adjustment at 321 Bainberry Street –
Motion to approve by Olney.
Second by Orris.
All ayes, motion carried.
5. Motion to Adjourn from Regular Session into Closed Session in Accordance with Iowa Code Chapter 21.5(j) for Potential Real Estate Purchase by Limkemann.
Second by Orris.
Roll Call: Havens Orris, Olney, Schnedler, Limkemann.
All ayes, motion carried.
Motion to adjourn from closed session into regular session by Schnedler.
Second by Orris.
Roll Call: Orris, Olney, Schnedler, Limkemann, Havens.
All ayes, motion carried.

L. Reports to be Received/Filed

1.

M. Reports from City Personnel

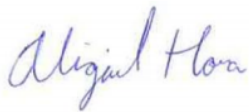
1. Mayor's Report – Nothing to Report.
2. City Council Reports – Nothing to Report.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report - Discussion: Building Official Brian Shay reported on various building projects throughout town.
5. Water/Wastewater Superintendent's Report – Nothing to Report.
6. Recreation Director's Report – Nothing to Report.
7. Fire Chief's Report - Discussion: Chief Hill reported the new sign has been placed at the fire station.
8. Law Enforcement Report – Nothing to Report.
9. City Engineer's Report - Nothing to Report.
10. City Attorney's Report - Nothing to Report.
11. City Administrator's Report – Discussion: City Administrator Doug Boldt reviewed three potential location options for the sand volleyball courts in City Park. A formal decision regarding the courts and their placement will be made at the next meeting. Date for next year's Rec Fest will be August 8, 2026.

N. Adjournment

Motion to adjourn by Orris.

Second by Havens.

All ayes, meeting adjourned at 7:38 PM.



August 21st, 2025
Abigail Hora, City Clerk