



**AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION**

DATE: August 14, 2025

AGENDA ITEM: Approval of the 8/5 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 5, 2025 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: August 1, 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:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	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, August 5, 2025, at the City Hall Council Chambers. Mayor Pro-Tem Orris called the meeting to order at 6:20 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann (present via Microsoft Teams). Absent: Mayor Tim Kasperek. Others present were City Administrator Doug Boldt and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Schnedler.

Second by Olney.

All ayes, agenda approved.

C. Discussion and Review of Tax Increment Financing Economic Development Incentive for 301 Main Street

Discussion: Troy Bryant, owner of 301 Main Street, discussed his building design, site plan and parking plans for his restaurant project. It was decided that parking will be limited to all on-street spaces. Following further discussion, the Council approved a TIF agreement for 15 years at 50%, not to exceed \$325,000.

D. Discussion and Update on Automated License Plate Readers (LPR's)

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 Havens.

All ayes, meeting adjourned at 7:03 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 5, 2025, at the City Hall Council Chambers. Mayor Pro-Tem Orris called the meeting to order at 7:04 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann (present via Microsoft Teams). Absent: Mayor Tim Kasperek. Others present were City Administrator Doug Boldt and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Havens.

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.

Discussion: John Becker, 921 Summit Ct, address concerns about the non-development areas behind his address. Cultivated perennials are growing in this area.

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 July 15, 2025 City Council Minutes

2. Approval of the July 24, 2025, Special City Council Minutes

3. Approval of Summary of Receipts Report

Motion to approve Consent Agenda which includes City Council Minutes, Special City Council Minutes and Summary of Receipts report by Schnedler.

Second by Havens.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1.

I. Resolutions for Approval

1.

J. Old Business

1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Schnedler.

Second by Havens.

All ayes, motion carried.

2. Consideration of Pay Application #7 – Rathje Construction, Original Town Urbanization Project –

Motion to approve by Havens.

Second by Schnedler.

All ayes, motion carried.

3. Consideration of Pay Application #1 – Tricon Construction, Water Treatment Plan Upgrade Project –

Motion to approve by Olney.

Second by Schnedler.

All ayes, motion carried.

4. Consideration of Pay Application #5 – Boomerang Corp, North Park Road Improvement Project –

Motion to approve by Schnedler.

Second by Havens.

All ayes, motion carried.

5. Discussion and Consideration of Professional Services Agreement Proposal from MSA Professional Services, Inc., for Tiffin Park Place Drainage Study – Motion to approve by Havens.
Second by Schnedler.
All ayes, motion carried.
6. Consideration of Automatic Flushing Hydrant at the West end of the Industrial Park – Motion to approve by Havens.
Second by Olney.
All ayes, motion carried.
7. Consideration of Grinder for Lift Station as currently Budgeted for in FY 25-26 – Motion to approve by Havens.
Second by Schnedler.
All ayes, motion carried.
8. Discussion and Consideration of Purchasing and Installation of a Bike Repair Station Along the Tiffin Trail System – Motion to approve by Olney.
Second by Schnedler.
All ayes, motion carried.
9. Consideration of a Special Event Application – Drive-In Movies 2025 –Infuse Church – Motion to approve by Schnedler.
Second by Olney.
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 Orris attended the joint entities meeting last week. Council Person Olney expressed appreciation to staff for including the late handouts in the council packets. Council Person Havens shared a concern regarding the bridge at Potter Park, which has been communicated to the Public Works Director.
3. Director of Public Work's Report – Discussion: Public Works Director Brian Detert reported staff moved the shelter from soccer fields to auxiliary fields.
4. Building Official's Report – Nothing to Report.
5. Water/Wastewater Superintendent's Report – Nothing to Report.
6. Recreation Director's Report – Discussion: Recreation Director Frank Haege reported that girls flag football has wrapped up. Fall sports are set to begin at the end of the month, and Rec Fest will be held on Saturday.
7. Fire Chief's Report – Nothing to Report.
8. Law Enforcement Report – Nothing to Report.
9. City Engineer's Report - Included in the Packet.
10. City Attorney's Report – Nothing to Report.
11. City Administrator's Report – City Administrator Doug Boldt reported a successful bid opening for the second bid package for the Recreation Center. Miron will attend the next work session to provide a progress update on the project. For the Flock system, plans are in place to have representatives come to town and present a report on the light infrastructure.

N. Adjournment

Motion to adjourn by Havens.

Second by Olney.

All ayes, meeting adjourned at 7:40 PM.

Abigail Hora

August 8th, 2025

Abigail Hora, City Clerk