



**AGENDA INFORMATION  
TIFFIN CITY COUNCIL COMMUNICATION**

**DATE:** September 12, 2025

**AGENDA ITEM:** Approval of the 9/2 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:** September 2, 2025 – 7:00 PM  
**Web Page:** [www.tiffin-iowa.org](http://www.tiffin-iowa.org)  
**Posted:** August 29, 2025 (website & front entry of City Hall)

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

## **Work Session - Call to Order – 6:00 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, September 2, 2025, at the City Hall Council Chambers. Mayor Kasparek called the meeting to order at 6:01 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.

### **B. Agenda Additions/Agenda Approval**

Motion to approve agenda by Olney.

Second by Orris.

All ayes, agenda approved.

### **C. Discussion and Review of Sand Volleyball Court in City Park**

Discussion: Council discussed placing the sand volleyball courts near the green shed at the Auxiliary Fields. They requested that the areas be flagged to help determine whether the courts should be positioned stacked or side by side. Courts will be oriented North and South.

### **D. Discussion and Review of Potential Changes to Fireworks Ordinance**

Discussion: City Administrator Doug Boldt reviewed the potential change to the fireworks ordinance. Council and staff discussed trouble enforcing the potential change.

### **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 6:48 PM.

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

### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, September 2, 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 with the removal of items E-3 and K-3 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.

Discussion: Cade Prior, 1000 Potter St, an Eagle Scout candidate, proposes partnering with the City to offer residents low-cost shade trees through the Tiffin Community Tree Program. The project involves coordinating with a local nursery, organizing a tree distribution event, and providing educational materials, with the City assisting in promotion, logistics, and potential cost-sharing.

Ryan Swenka, 706 12<sup>th</sup> Ave Coralville, expressed opposition to the flock contract.

**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 19, 2025, City Council Minutes**

**2. Approval of Summary of Receipts Report**

**3. Approval of Separation Agreement**

Motion to approve consent agenda which includes City Council Minutes and Summary of Receipts Report by Orris.

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 Olney.**

Second by Orris.

All ayes, motion carried.

**2. Discussion and Consideration to Approved Verified Claim for Lots 1-6, inclusive Outlot A, Outlot B, and Park Place (private), all in Park Ridge, Tiffin, Iowa, and Council Action as Needed. Motion to approve by Havens.**

Second by Schnedler.

All ayes, motion carried.

**3. Discussion and Consideration to Approve a Contract with Flock Safety for License Plate Recognition System –No Action Taken.**

**4. Discussion and Consideration of Pay Application #4 – Miron Construction, Tiffin Recreation Center – Motion to approve by Orris.**

Second by Olney.  
All ayes, motion carried.

5. Discussion and Consideration of Pay Application #6 – Boomerang Corp – North Park Road Improvements Project – Motion to approve by Havens.  
Second by Orris.  
All ayes, motion carried.
6. Discussion and Consideration of Change Order #9 – Boomerang Corp – North Park Road Improvements Project – Motion to approve by Havens.  
Second by Orris.  
All ayes, motion carried.
7. Discussion and Consideration of Proposal for installation of Sand Volleyball Court(s) – Motion for two courts next to green shed at the auxiliary fields, oriented north and south by Limkemann.  
Second by Schnedler.  
All ayes, motion carried.

**L. Reports to be Received/Filed**

1.

**M. Reports from City Personnel**

1. Mayor's Report – Discussion: Mayor Kasperek met with a resident near Woodfield Park and agreed there are drainage concerns as well as a lack of mulch. He requested the Public Works Director to explore long-term solutions for the park.
2. City Council Reports – Discussion: Council Person Limkemann had questions for staff.
3. Director of Public Work's Report – Discussion: Public Works Director Brian Detert reported that lights have been installed at Deerview Park and Potter Park, which turn off at 9:30 PM. The bike repair station will be installed off Roberts Ferry Road.
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 Engineer's Report – Included in the Packet.
10. City Attorney's Report – Nothing to Report.
11. City Administrator's Report – Included in the Packet.

**N. Adjournment**

Motion to adjourn by Schnedler.  
Second by Orris.  
All ayes, meeting adjourned at 8:04 PM.



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Abigail Hora, City Clerk

September 5th, 2025