

Meeting:	Tiffin City Council Meeting
Place:	Tiffin City Hall 300 Railroad St, Tiffin, Iowa, 52340
Date/Time:	May 5, 2026 – 7:00 p.m.
Web Page:	www.tiffin-iowa.org
Posted:	May 1, 2026 (website & front entry of City Hall)

Mayor:	Tim Kasparek	W/WW Superintendent:	Brett Mehmen
Council At Large:	Tim Orris – Mayor Pro-Tem	D. of Public Works:	Brian Detert
Council At Large:	Tony Johnson	Recreation Director:	Grant Weber
Council At Large:	Skylar Limkemann	Building Official:	Brian Shay
Council At Large:	Chris Olney	Library Director:	Liz Petersen Grier
Council At Large:	Eric Schnedler	Fire Chief:	Vacant
City Administrator:	Doug Boldt	City Engineer:	MSA Professional Services
Asst. City Administrator:	Ashley Platz		
City Clerk:	Abigail Hora		
City Attorney:	Crystal Raiber		

Work Session - Call to Order – 5:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, May 5, 2026, at the Tiffin 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 5:33 PM, Tony Johnson, 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 of Interim Fire Chief

Discussion: Tom Hartshorn’s presented his interim proposal for the City of Tiffin Fire Department which outlined a 3–6 month plan focused on stabilizing leadership, improving response reliability, strengthening accountability, and rebuilding department culture and communication. The proposal includes a 30-60-90 day action plan centered on assessing operations, aligning officer expectations, enhancing training, and preparing the department for a smooth transition to a permanent Fire Chief. Hartshorn also proposes a compensation structure of a \$4,000 monthly retainer, a take-home command vehicle, if available, and an estimated commitment of 12–18 hours per week with full operational authority as Interim Fire Chief. Tom is currently serving as a Battalion Chief for the Iowa City Fire Department.

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 Orris.
 All ayes, meeting adjourned at 7:02 PM.

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

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, May 5, 2026, at the Tiffin City Hall Council Chambers. Mayor Kasparek called the meeting to order at 7:06 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, 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 Limkemann for a closed session to include legal counsel. No Second. Motion failed.

Motion to approve agenda Olney.

Second by Orris.

Nays: Limkemann.

Four ayes, agenda approved.

D. Communications and Reports

1. County Elected Officials Presentation – County Attorney, Treasurer, Auditor and Sheriff

2. 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: Jenny Wunderlich, running for district 3 board of supervisors, gave an introduction.

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 April 21, 2026, City Council Minutes

2. Approval of Summary of Receipts Report

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

Second by Schnedler.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1. Older Americans Month 2026

2. 57th Annual Professional Municipal Clerks Week

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1. Ordinance No. 2026-525 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1D/OPD Site and Concept District for Lotus Hill North, in the City of Tiffin, Iowa, Johnson County, Iowa

a. Motion to Approve Third and Final Reading

Motion to approve by Limkemann.

Second by Johnson.

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

All ayes, third and final reading approved.

2. Ordinance No. 2026-526 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1C, in the City of Tiffin, Iowa, Johnson County, Iowa

a. Motion to Approve Third and Final Reading

Motion to approve by Limkemann.

Second by Johnson.

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

All ayes, third and final reading approved.

3. Ordinance No. 2026-527 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Lots 56, 57 and 58 of Tiffin Heights West from C-2B (Community Business District) to P-1 (Public Use), in the City of Tiffin, Iowa, Johnson County, Iowa

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

Motion to approve by Olney.

Second by Orris.

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

All ayes, second reading approved.

I. Resolutions for Approval

1. Resolution No. 2026-028 – A Resolution Setting the Date of May 19, 2026, for a Public Hearing on the FY 2025-2026 Budget Amendment. Motion to approve by Limkemann.
Second by Orris.
Roll Call: Schnedler, Limkemann, Orris, Olney, Johnson.
All ayes, motion carried.
2. Resolution No. 2026-029 – A Resolution Certifying the 2025 Special Federal Census for the City of Tiffin to the Iowa Secretary of State and the Treasurer of the State of Iowa. Motion to approve by Limkemann.
Second by Schnedler.
Roll Call: Limkemann, Orris, Olney, Johnson, Schnedler.
All ayes, motion carried.
3. Resolution No. 2026-030 – A Resolution to Update the Petty Cash/Change Fund and Policies on Use Thereof. Motion to approve by Limkemann.
Second by Orris.
Roll Call: Orris, Olney, Johnson, Schnedler, Limkemann.
All ayes, motion carried.
4. Resolution No. 2026-031 – A Resolution to Approve Modifications to the OPD Building Renderings for Lotus Hill South, Tiffin, Iowa. Motion to approve by Limkemann.
Second by Orris.
Roll Call: Olney, Johnson, Schnedler, Limkemann, Orris.
All ayes, motion carried.
5. Resolution No. 2026-032 – A Resolution Approving the Amended Preliminary Plat of Andersen Addition – Part Three. Motion to approve by Limkemann.
Second by Orris.
Roll Call: Johnson, Schnedler, Limkemann, Orris, Olney.
All ayes, motion carried.
6. Resolution No. 2026-033 – A Resolution Approving the Third Amendment to the Andersen Addition Subdividers Agreement. Motion to approve by Limkemann.
Second by Johnson.
Roll Call: Schnedler, Limkemann, Orris, Olney, Johnson.
All ayes, motion carried.

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Limkemann.
Second by Olney.
All ayes, motion carried.
2. Discussion and Consideration of Pay Application #8 – Tricon Construction – Tiffin Water Treatment Facility Upgrade Project – Motion to approve by Limkemann.
Second by Orris.
All ayes, motion carried.
3. Discussion and Consideration of Approval of State Revolving Fund (SRF) Reimbursement Request #4 – Water Treatment Facility Upgrade Project – Motion to approve by Limkemann.

Second by Johnson.
All ayes, motion carried.

4. Discussion and Consideration of Change Order #15 – Boomerang Corporation – North Park Road Improvements Project – Motion to approve by Limkemann.
Second by Johnson.
All ayes, motion carried.
5. Discussion and Consideration of Pay Application #12– Boomerang Corporation, North Park Road Improvements Project – Motion to approve by Limkemann.
Second by Johnson.
All ayes, motion carried.
6. Discussion and Consideration of Mayoral Proclamation Request Policy and Council Action as Needed. Motion to approve by Limkemann.
Second by Orris.
All ayes, motion carried.
7. Discussion and Consideration of Interim Fire Chief and Council Action as Needed.
Motion to table so we can have closed session to discuss legal requirements and procedures with legal council in closed session by Limkemann.
Second by Johnson.
Discussion: City Administrator Doug Boldt asked Council Person Limkemann about what section of closed session was he referring to. Council Person Limkemann stated this was in regard to compliance with State law with this particular position. Further discussion was had on what code section this would fall under to go into closed session. City Administrator Boldt asked if Council Person Limkemann was referring to code section 21.5(c) that states 'to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent'. Council Person Limkemann thought litigation was imminent and was also concerned about following Iowa employment laws.
Roll Call Ayes: Limkemann.
Nays: Schnedler, Orris, Olney, Johnson.
Motion failed.
Motion to designate Tom Hartshorn as Interim Fire Chief for the Tiffin Fire Department and to return Bill Erb and Tyler Muhlbauer to their previous position of volunteer assistant fire chief by Orris.
Second by Olney.
Discussion: Council Person Limkemann questioned how this item got added to the agenda. He also emphasized the importance of having clear expectations, a well-defined problem, and established meeting goals and objectives to ensure success.
Roll Call: Orris, Olney, Johnson, Schnedler.
Abstain: Limkemann.
All ayes, motion carried.

L. Reports to be Received/Filed

1. City Engineer's Report

M. Reports from City Personnel

1. Mayor's Report – Discussion: Mayor Kasparek reported that an item regarding adding a barrier at Deerview Park will be included at the next meeting for further discussion. He would also like to discuss a temporary solution to Croell Ave before the intersection is signalized.
2. City Council Reports – Discussion: Council Person Schnedler would like more education regarding the parking ordinance.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Review of City Code Chapter 52 – Weeds and Noxious Growths.
5. Water/Wastewater Superintendent's Report – Nothing to Report.
6. Recreation Director's Report – Nothing to Report.
7. Fire Department Report – Nothing to Report.

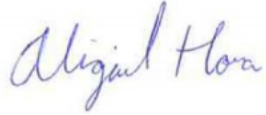
8. Law Enforcement Report – Nothing to Report.
9. City Attorney's Report – Nothing to Report.
10. City Administrator's Report – Included in Packet.

N. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, motion to adjourn at 8:53 PM.



_____ May 12th, 2026
Abigail Hora, City Clerk