

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., October 14, 2019
City Hall

Polk City, City Council held a meeting at 6:00 p.m., on October 14, 2019. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

1. **Call to Order** / Mayor Morse called the meeting to order at 6:00 p.m.

2. **Roll Call** / Dvorak, Vogel, Walters, Anderson, Sarchet | In attendance

3. **Approval of Agenda**

MOTION: A motion was made by Walters and seconded by Vogel to approve the meeting agenda

MOTION CARRIED UNANIMOUSLY

4. **Public Comments** | None

5. **Consent Items**

MOTION: A motion was made by Dvorak and seconded by Sarchet to approve the consent agenda items

- a. City Council Meeting Minutes for September 23, 2019
- b. Receive and File the Special P&Z Meeting Minutes for October 10, 2019
- c. Revised Claims listing dated October 14, 2019
- d. Approve 12-month Class E Liquor License (LE) with Sunday Sales for Polk City Liquor located at 203 N 3rd Street, effective 11/1/2019
- e. Resolution 2019-94 approving 28E Agreement with Polk County for cooperative services for maintenance of joint jurisdictional roadways
- f. Receive and file the Police Department Report for August 2019
- g. Receive and file the August 2019 Water Report
- h. Approve hiring Stephanie Braun and Justin Mack as part-time officers at a pay rate of \$23.03 per hour
- i. Approve hiring Ben Pierre as winter seasonal part-time for Public Works at \$15.60 per hour effective immediately
- j. Approve hiring Seth Brokow as winter seasonal part-time for Public Works at \$14.00 per hour effective immediately
- k. Receive and file September 2019 Four Seasons Festival Financial Reports
- l. Receive and file September 2019 PCCEDC Financial Reports
- m. Resolution 2019-92 approving the FY19 Street Finance Report
- n. Receive and file the Library Director report for September 2019
- o. Receive and file the Library Notary Policy
- p. Receive and file the Library Resolution 2019-03L authorizing the appropriate disposal of items
- q. Resolution 2019-99 renewing the Medical Director's Contract with Alan Heberer, D.O.

MOTION CARRIED UNANIMOUSLY

6. **Business Items**

- a. **MOTION:** A motion was made by Anderson and seconded by Vogel to approve Resolution 2019-93 approving Plat of Survey for Parcel 2019-207 & 2019-208
MOTION CARRIED UNANIMOUSLY
- b. **MOTION:** A motion was made by Walters and seconded by Vogel to approve Resolution 2019-100 approving North Polk, West Elementary, Agreement to Complete
MOTION CARRIED UNANIMOUSLY
- c. **MOTION:** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2019-97 approving Final Plat including Agreement to Complete, Easements and Warranty Deed for big Creek Valley Plat 1
MOTION CARRIED UNANIMOUSLY
- d. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Resolution 2019-95 approving Final Release of Retainage for the 2018 Polk City Park Improvements in the amount of \$2,657.00

MOTION CARRIED UNANIMOUSLY

- e. ***MOTION:*** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2019-96 approving Pay App No. 11 (Final – Retainage release) for the Davis Street Reconstruction Project in the amount of \$11,102.05

MOTION CARRIED UNANIMOUSLY

- f. ***MOTION:*** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2019-98 approving Pay App No. 2 for E. Grimes Street and Deer Haven Street Intersection Repairs Project in the amount of \$34,946.42

MOTION CARRIED UNANIMOUSLY

- g. ***MOTION:*** A motion was made by Sarchet and seconded by Anderson to approve Resolution 2019-91 approving a Subscriber Agreement with Polk county for continued Communication Services

MOTION CARRIED UNANIMOUSLY

- h. ***MOTION:*** A motion was made by Vogel and seconded by Walters to approve the final reading of Ordinance 2019-1400 amending Chapter 65, Stop or Yield Required and amending Chapter 69, Parking Regulations

MOTION CARRIED UNANIMOUSLY

- i. ***MOTION:*** A motion was made by Walters and seconded by Vogel to approve budgeted Well Communication Line Project with Mi-Fiber in the amount of \$16,199.33

MOTION CARRIED UNANIMOUSLY

- j. ***MOTION:*** A motion was made by Anderson and seconded by Vogel to Snyder & Associates invoices for August 2019 in the amount of \$33,606.10

YES: Vogel, Anderson, Sarchet, Dvorak

ABSTAIN: Walters

MOTION CARRIED

7. *Reports & Particulars* | Mayor, Council, City Manager, Staff, Boards, and/or Commissions

- Mayor Morse thanked Iowa Plains Signing for donating \$1900 worth of barricades and signage for the North Polk Homecoming Parade.
- Police Chief Kendig recognized the Polk City Officers for proactive policing that led to the warrant of 2 individuals allegedly involved in theft of several catalytic convertors from cars in the metro.
- Fire Chief Mitchell reported on the activities surrounding Fire Prevention Week in Polk City. Firefighters spent Monday at West Elementary educating PreK through 4th graders on Fire Safety. Firefighters canvased Polk City during the City-Wide Fire Drill on Tuesday and reached out and talked to a lot of kids. Chief Mitchell thanked all the volunteers and participants that attended the pancake breakfast and Fire Station open house on Saturday.
- Council Member Sarchet shared that he attended a public meeting Vintage Estates held with the nearby residents regarding a proposed plan to develop an Independent Senior Living community in the outlet off of Broadway & Boulder Point near the Qube hotel. He said at the last MAC meeting the WRA was there providing an annual update. Sarchet thanked Lindsey Huber for administrating the Parks & Rec survey, he is anxious to review the feedback and hopes it will be helpful to any decisions surrounding the topic. Huber reported over 530 responses had been received to date.
- Council Member Anderson thanked the Scouts for attending the Council Meeting.
- Council Member Dvorak shared his approval of the improvements that were completed for the Deer Haven and Grimes intersection. He is proud of the Council for taking the initiative to make the improvement and set precedents for future contractors to be held accountable.
- Council Member Vogel attending the Fire Department breakfast and thanked the department for the materials they sent home with the kids. She said it was a good reminder and told the FD great job.
- Council Member Walters thanked the Fire Department for their education efforts with the kids. His came home from school to discuss when they have a fire where they should meet, and they must sleep with their doors closed. Walters said it was very good for his 5 & 8-year-old and they were excited about fire prevention and excited to check out the Fire Department during the pancake breakfast.
- Mayor Morse thanked the Scouts for allowing him to visit with the troop. He shared a thank you note he received from the troop thanking Mayor and Council for the many hours they contribute to make Polk City great. Mayor thanked Fire Chief Mitchell for the nice presentation at the Chamber luncheon and the good reminder educating the kids to shut their doors at night while they are sleeping.

- 8. *MOTION:*** A motion was made by Vogel and seconded by Dvorak at 6:29 p.m. to enter into **Closed Session** under Code of Iowa; Chapter 21 Official Meetings open to Public; **section 5 Closed Session; sub paragraph 1.c.** To discuss strategy

with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

YES: Dvorak, Vogel, Walters, Anderson, Sarchet,

MOTION CARRIED UNANIMOUSLY

9. (AFTER CLOSED SESSION ENDED AT 6:48 p.m.)

MOTION: A motion was made by Anderson and seconded by Dvorak to authorize a settlement agreement as outlined in Closed Session.

YES: Dvorak, Vogel, Anderson, Sarchet

ABSTAIN: Walters

MOTION CARRIED

10. MOTION: A motion was made by Walters and seconded by Vogel at 6:49 p.m. to enter into **Closed Session** under Code of Iowa; Chapter 21 Official Meetings open to Public; **section 5 Closed Session; sub paragraph 1.j** To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.

YES: Vogel, Walters, Anderson, Sarchet, Dvorak

MOTION CARRIED UNANIMOUSLY

11. (AFTER CLOSED SESSION ENDED AT 7:02 p.m.) No action taken on closed session item

12. Adjournment

MOTION: A motion was made by Anderson to adjourn at 7:02 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, October 28, 2019 at 6:00 p.m.

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk