

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:00 p.m., September 23, 2019**  
**City Hall**

Polk City, City Council held a meeting at 6:00 p.m., on September 23, 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 Anderson and seconded by Sarchet to approve the meeting agenda

**MOTION CARRIED UNANIMOUSLY**

4. **Swear-in Ceremony** | Mayor Morse swore-in new City Manager, Chelsea Huisman.

5. **Presentation** | Polk County Supervisor Brownell provided an update from the County, including information from the 911 Board regarding dispatch radios and systems. Brownell discussed refugee and immigration in the metro including a project to construct a Welcome Center to serve the ethnic communities. Brownell discussed Polk County's desire to reduce the levy and help even out the increasing property assessments. He discussed the intersection of HWY 415 and Beaver and plans to work with the DOT to help Polk City and surrounding areas with the traffic concerns of said intersection. Brownell thanked Mayor and Council for having him, and Mayor and Council thanked him for the Polk County update.

6. **Public Comments** | None

7. **Consent Items**

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

- a. City Council Meeting Minutes for September 10, 2019
- b. Claims listing dated September 23, 2019
- c. Finance Report for August 2019
- d. Receive and file the Board of Adjustment Meeting Minutes for September 6, 2019
- e. Receive and file the Library Board Meeting Minutes for August 5, 2019
- f. Receive and file the August 2019 Library Stats Report
- g. Receive and file the August 2019 Library Director Report
- h. Receive and file Library Resolution 2019-02L authorizing the expenditure of up to \$2,500 from the Polk City Community Library Trust
- i. Receive and file Library Reconsideration Policy
- j. Receive and file Library Registered Sex Offender Policy
- k. Receive and file 2019 Iowa Public Library General Information Form for FY 18/19
- l. Receive and file FY 18/19 Library Annual Report
- m. Accept Firefighter/EMT Josh Mamonoas resignation effective September 12, 2019
- n. Approve part-time pay rate adjustment for Firefighter James Gathercole from \$18.16 per hour to \$18.74 effective August 12, 2019
- o. Approve Joel Sowiejka to hunt the property at 1601 W. Washington, Polk City, Iowa, according to the Urban Deer Hunting Program

**MOTION:** A motion was made by Dvorak and seconded by Vogel to approve the Consent Items

**MOTION CARRIED UNANIMOUSLY**

8. **Business Items**

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

**MOTION CARRIED UNANIMOUSLY**

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

- Police Chief Kendig reported that only one person had met all the requirements for the Urban Deer Hunting program this season, but his department will work to add to the program next season. Kendig informed Council the Junk Vehicle abatement process has been completed. He reported that out of 40+ junk notices, most residents complied and only 2 vehicles were impounded. He plans to conduct junk vehicle reviews annually.
- PCCEDC, Brigett DeVos spoke on behalf of North Polk School, Liz Huether (Student Council Advisor), and Ally Cromley (Student Council) sharing their appreciation of the time and talent it took to have a successful first ever NP Homecoming Parade. The School plans to hold this yearly event in Polk City. Mayor Morse shared feedback from Dr. Dan Mart and the school staff that they were all thrilled with how well it went. Mayor thanked everyone involved, especially Public Works, and thanked everyone for doing a great job.
- Mayor and Council welcomed Chelsea Huisman to Polk City and shared their excitement to work with her on future projects.
- Council Members Dvorak, Vogel, and Anderson said the parade was a great event and thanked everyone for their involvement.
- Council Member Walters attended the Central Iowa Green Infrastructure Conference regarding Storm Water Management and encouraged Council to consider a Storm Water Utility Fee in the future for Polk City.

**10. MOTION:** A motion was made by Dvorak and seconded by Anderson at 6:30 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:** Anderson, Sarchet, Dvorak, Vogel, Walters

**MOTION CARRIED UNANIMOUSLY**

**11. (AFTER CLOSED SESSION ENDED AT 7:14 p.m.)**

City Manager Chelsea Huisman said she would like to meet one on one with the Council and will coordinate the schedule through email after she returns from her conference this week.

**12. Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Vogel to adjourn at 7:16 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date* – Monday, October 14, 2019 at 6:00 p.m.

Attest

\_\_\_\_\_  
Jenny Gibbons, City Clerk

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Jason Morse, Mayor