

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:00 p.m., Monday, August 26, 2019**  
**City Hall**

Polk City, City Council held a meeting at 6:00 p.m., on August 26, 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 Walters to approve the meeting agenda  
***MOTION CARRIED UNANIMOUSLY***
4. ***Recognition of Fire Captain Matt Guerdet*** | Fire Chief Jim Mitchell described the intense training that was required to obtain the certifications achieved by Fire Captain Guerdet that led to him spending three weeks fighting fires in Alaska. Chief Mitchell presented Guerdet with a certificate for his distinguished service award for going above and beyond. Mayor and Council praised Guerdet for his efforts.
5. ***Public Hearings***
  - a. Berggren Farms
    - i. Mayor Morse opened the Public Hearing at 6:04 p.m. on the Voluntary Annexation petition. City Clerk, Jenny Gibbons said the notice was published August 2, 2019 and no comments had been received for or against the annexation. Interim City Administrator, Don Sandor provided a report. No one was present to be heard for or against the annexation.  
***MOTION:*** A motion was made by Anderson and seconded by Sarchet to close the public hearing at 6:06 p.m. and reopen the regular meeting  
***MOTION CARRIED UNANIMOUSLY***
    - ii. ***MOTION:*** A motion was made by Walters and seconded by Dvorak to approve Resolution 2019-67 approving Voluntary Annexation for Berggren Farms  
***MOTION CARRIED UNANIMOUSLY***
  - b. Miller Property
    - i. Mayor Morse opened the Public Hearing at 6:06 p.m. on the Voluntary Annexation petition. City Clerk, Jenny Gibbons said the notice was published August 2, 2019 and no comments had been received for or against the annexation. Interim City Administrator, Don Sandor provided a report. No one was present to be heard for or against the annexation.  
***MOTION:*** A motion was made by Vogel and seconded by Walters to close the public hearing at 6:09 p.m. and reopen the regular meeting  
***MOTION CARRIED UNANIMOUSLY***
    - ii. ***MOTION:*** A motion was made by Sarchet and seconded by Anderson to approve Resolution 2019-67 approving Voluntary Annexation for Miller Property  
***MOTION CARRIED UNANIMOUSLY***
6. ***Public Comments*** | None
7. ***Amended Consent Items-Mayor pulled item F***  
***MOTION:*** A motion was made by Walters and seconded by Dvorak to approve the consent agenda items
  - a. City Council Meeting Minutes for August 12, 2019
  - b. Receive and file the P&Z Commission Meeting Minutes for August 19, 2019
  - c. Claims listing dated August 26, 2019

- d. Finance Report for July 2019
- e. Receive and file the Police Department Report for July 2019
- ~~f. Temporary Site Plan for North Polk Homecoming parade and pep rally on September 20, 2019~~
- g. RVTV Committee additional request to the previously approve Temporary Site Plan for the September 9th vent
- h. Waiver for the Noise Control Ordinance 52.1 from 7am-1130pm
- i. Financial Contribution of \$5,000
- j. Closure of 3rd Street from Van Dorn to Broadway
- k. City Council Meeting Minutes for July 22, 2019

**MOTION:** A motion was made by Walters and seconded by Vogel to approve the Consent Items as amended.

**MOTION CARRIED UNANIMOUSLY**

- f. Temporary Site Plan for North Polk Homecoming parade and pep rally on September 20, 2019

North Polk Student, Ally Cromley presented details regarding the proposal for a student led Homecoming Parade and Pep Rally to be held in Polk City on Friday, September 20<sup>th</sup>. Student Council Sponsor, Liz Huether and Superintendent, Dan Mart were in attendance. Cromley shared the excitement the school has for this proposed event and said the Student Council wants to continue to build relationships and establish a good community with all of the North Polk District.

**MOTION:** A motion was made by Anderson and seconded by Sarchet to approve the Temporary Site Plan for the North Polk Homecoming parade and pep rally on September 20, 2019.

**MOTION CARRIED UNANIMOUSLY**

## **8. Business Items**

- a. Mary Kirkwood Acres Plat 2
  - i. **MOTION:** A motion was made by Sarchet and seconded by Walters to approve Resolution 2019-81 approving Preliminary Plat for Mary Kirkwood Acres Plat 2  
**MOTION CARRIED UNANIMOUSLY**
  - ii. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2019-82 approving Final Plat for Mary Kirkwood Acres Plat 2  
**MOTION CARRIED UNANIMOUSLY**
- b. Davis Street Reconstruction Project
  - i. **MOTION:** A motion was made by Anderson and seconded by Vogel to approve Resolution 2019-83 approving Change Order No. 6 in the amount of \$83.35  
**MOTION CARRIED UNANIMOUSLY**
  - ii. **MOTION:** A motion was made by Sarchet and seconded by Anderson to approve Resolution 2019-84 approving Pay App No. 9 in the amount of \$4,058.17  
**MOTION CARRIED UNANIMOUSLY**
- c. **MOTION:** A motion was made by Vogel and seconded by Walters to approve contract with PFM for a Water Rate Study in the amount of \$6,500.00  
**MOTION CARRIED UNANIMOUSLY**
- d. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve final reading of Ordinance 2019-800 approving rezoning Bergreen Farms from A-1 to R-1  
**MOTION CARRIED UNANIMOUSLY**
- e. **MOTION:** A motion was made by Walters and seconded by Vogel to approve final reading of Ordinance 2019-900 approving rezoning Miller Property from A-1 to R-2  
**MOTION CARRIED UNANIMOUSLY**
- f. 506 E Broadway
  - i. **MOTION:** A motion was made by Vogel and seconded by Walters to approve second reading of Ordinance 2019-1100 approving rezoning from U-1 to R-1  
**MOTION CARRIED UNANIMOUSLY**
  - ii. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to waive final reading of Ordinance 2019-1100  
**MOTION CARRIED UNANIMOUSLY**
- g. **MOTION:** A motion was made by Walters and seconded by Vogel to approve second reading of Ordinance 2019-1000 repealing Chapter 9; Urban Revitalization Plan  
**MOTION CARRIED UNANIMOUSLY**

- h. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve Snyder & Associates Engineering Services Agreement for revisions of the Polk City Subdivision Ordinance in the amount of \$18,000

**YES: Sarchet, Dvorak, Vogel, Anderson**

**ABSTAIN: Walters**

**MOTION CARRIED**

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

- Council Member Sarchet asked for a meeting with the Parks and Rec Director Exploratory Committee to be scheduled. Dvorak concurred and asked Lindsey to set it up.
- Council Member Anderson apologized for missing the previous Council Meeting but was happy to report that while he was out in Oregon for the Little League World Series with Central Iowa team, Polk City was recognized as their home throughout his time there and on ESPN broadcasts. Anderson said he missed Adam Vanderleest retirement on the last agenda and wanted to share his thoughts on how neat it has been for him to watch Vanderleest grow up in Polk City and make such an impact for so many of his adult years. Anderson thanked Police Chief, Trace Kendig for his initiative with the Urban Deer Hunting Program.
- Council Member Dvorak said he was happy to see the School and City bridging the gap and building on the relationships. He is excited to see the Homecoming event held in Polk City and the School involvement with RVTV.
- Council Member Vogel said it is great to see so many exciting things happening in and around Polk City. She said it's positive to see so many great people in Polk City getting involved from RVTV and the NP Parade to the firefighters. Vogel thanked staff for working well with PFM and providing quick responses, she said it was great to hear positive feedback affirming the good job being done. Vogel asked everyone to get the word out for an upcoming Library Survey, she said participation is key to help the Library with upcoming strategic planning sessions.
- Council Member Walters encouraged Staff and Council to attend the upcoming Central Iowa Green Infrastructure Conference being held September 20, in Ankeny. Walters said it would be a good opportunity to learn more about green infrastructure and gain a better understanding of it.
- Mayor Morse said the NP Homecoming Parade is a big deal and is excited that the school wants to hold it in Polk City. He said he appreciates how hard PCCEDC, Brigett DeVos is promoting RVTV throughout the whole North Polk District. Mayor reminded everyone the next Council Meeting will be held TUESDAY, September 10<sup>th</sup> and invited everyone to plan on attending RVTV on Monday, September 9<sup>th</sup> on the Square and said preliminary meetings with WHO TV and John Sears have went really well and they are very excited to be coming to Polk City.
- PCCEDC, Brigett DeVos just finished with the Educator Luncheon for North Polk, over 200+ people were in attendance. She said the school staff is ecstatic to be working with Polk City to make the parade and pep rally a reality, they are estimating over 2000 people to celebrate Homecoming and they are excited to be joining together with the City.

- 10. MOTION:** A motion was made by Waters and seconded by Dvorak at 6:51 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:** Dvorak, Vogel, Walters, Anderson, Sarchet

**MOTION CARRIED UNANIMOUSLY**

- 11. (AFTER CLOSED SESSION ENDED AT 7:35 p.m.) MOTION:** A motion was made by Walters and seconded by Dvorak to direct Staff to notify interested parties to prepare a written offer to bring back to Council for review.

**MOTION CARRIED UNANIMOUSLY**

**12. Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Sarchet to adjourn at 7:41 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – TUESDAY, September 10, 2019 at 6:00 p.m.*

Attest

Jenny Gibbons, City Clerk

Jason Morse, Mayor