

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:00 p.m., TUESDAY, May 28, 2019**  
**City Hall**

Polk City, City Council held a meeting at 6:00 p.m., on May 28, 2019. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<b><i>Mayor and City Council Members Present:</i></b> Jason Morse   Mayor Dave Dvorak   City Council Member Mandy Vogel   City Council Member Ron Anderson   City Council Member Robert Sarchet   City Council Member  <b><i>Mayor and City Council Members Absent:</i></b> Jeff Walters   Pro Tem	<b><i>Staff Members Present:</i></b> Don Sandor   Interim City Administrator Lindsey Huber   Assistant City Administrator/Finance Director Jenny Gibbons   City Clerk Amy Beattie   City Attorney Kathleen Connor   City Engineering Representative Trace Kendig   Police Chief Jim Mitchell   Fire Chief Jamie Noack   Library Director
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1. ***Call to Order*** / Mayor Morse called the meeting to order at 6:00 p.m.

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

3. ***Approval of Agenda***

***MOTION:*** A motion was made by Sarchet and seconded by Walters to approve the meeting agenda.

***MOTION CARRIED UNANIMOUSLY***

4. ***Public Hearings***

a. Mayor Morse opened the Public Hearing at 6:00 p.m. on the proposed East Grimes Street and Deer Haven Street Intersection Repairs Project. Jenny Gibbons, City Clerk, said the notice was published May 17, 2019 and no comments had been received for or against the project. Kathleen Connor, City Engineering Representative said there were 7 bids received and 1 bid was withdrawn. Alliance was the low bidder in the amount of \$85,476.50. The project will fix rideability issues and create a smoother design at the intersection. 25 working days are included, and the project should proceed between June 10 and September 3<sup>rd</sup>. Trent Smith of 405 Deer Haven was present to express concern for his new neighbor's driveway access during the project. No one else was present to be heard for or against the proposed project.  
***MOTION:*** A motion was made by Anderson and seconded by Dvorak to close the public hearing at 6:05 pm and reopen the regular meeting.

***MOTION CARRIED UNANIMOUSLY***

i. ***MOTION:*** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2019-43 awarding contract

***MOTION CARRIED UNANIMOUSLY***

ii. ***MOTION:*** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2019-44 approving contract and bond

***MOTION CARRIED UNANIMOUSLY***

b. Mayor Morse opened the Public Hearing at 6:06 p.m. on the proposed Budget Amendment FY 18/19. Jenny Gibbons, City Clerk, said the notice was published May 17, 2019 and no comments had been received for or against the amendment. Lindsey Huber, Assistant city Administrator/Finance Director provided details on the amendment to the FY 18/19 Budget. No one was present to be heard for or against the proposed amendment.

***MOTION:*** A motion was made by Vogel and seconded by Dvorak to close the public hearing at 6:09 pm and reopen the regular meeting

***MOTION CARRIED UNANIMOUSLY***

- i. **MOTION:** A motion was made by Anderson and seconded by Sarchet to approve Resolution 2019-36 approving the Budget Amendment for FY 18/19

**MOTION CARRIED UNANIMOUSLY**

- c. Mayor Morse opened the Public Hearing at 6:11 p.m. on the proposed Development Agreement with MJR Development and Polk County. Jenny Gibbons, City Clerk, said the notice was published May 17, 2019 and no comments and been received for or against the agreement. Don Sandor, Interim City Administrator provided a report. No one was present to be heard for or against the proposed agreement.

**MOTION:** A motion was made by Sarchet and seconded by Anderson to close the public hearing at 6:11 pm and reopen the regular meeting.

**MOTION CARRIED UNANIMOUSLY**

- i. **MOTION:** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2019-49 approving the Development Agreement

**MOTION CARRIED UNANIMOUSLY**

## **5. Public Comments | None**

## **6. Consent Items**

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

- a. City Council Meeting Minutes for May 13, 2019
- b. City Council Work Session Meeting Minutes for May 13, 2019
- c. Receive and file the P&Z Meeting Minutes for May 20, 2019
- d. Claims listing dated May 28, 2019
- e. April 2019 Finance Report
- f. Appointment of Stephanie Campbell to the Parks Commission for a term expiring December 31, 2022
- g. Twelve months High Proof Brew Pub Liquor License for Fenders effective July 14, 2019
- h. Resolution 2019-42 approving a Lot Tie Agreement for Morse 2018 Trust
- i. Twelve-month Tobacco Permit for Casey's Store # 1144 effective July 1, 2019
- j. Twelve-month Tobacco Permit for Fareway Store #137 effective July 1, 2019
- k. Twelve-month Tobacco Permit for Tournament Club of Iowa effective July 1, 2019
- l. Resolution 2019-47 accepting donation of flashlights and charging bank from PCPOA to the Police Department

**MOTION CARRIED UNANIMOUSLY**

## **7. Business Items**

- a. **MOTION:** A motion was made by Anderson and seconded by Sarchet to approve Resolution 2019-41 authorizing contract with Aureon Technology for managed IT services

**MOTION CARRIED UNANIMOUSLY**

- b. **MOTION:** A motion was made by Vogel and seconded by Dvorak to approve Resolution 2019-45 approving the amended Site Plan for Beautiful Savior Lutheran Church

**MOTION CARRIED UNANIMOUSLY**

- c. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2019-46 approving the amended Site Plan for Lakeside Fellowship Church

**MOTION CARRIED UNANIMOUSLY**

- d. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2019-48 approving the Preliminary Plat for Bridgeview Plat 2

**MOTION CARRIED UNANIMOUSLY**

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

- Police Chief Kendig thanked the Polk City Police Officer Association for donating the flashlights and charging banks
- Library Director Noack reminded everyone to attend the Summer Reading Kick Off event on the square Friday May 31<sup>st</sup>, and then the book sale June 7<sup>th</sup> and 8<sup>th</sup> at the Library. Noack said the Library will be switching to Mi-Fiber by July to avoid service outages in the future
- Council Member Sarchet attended a meeting with Iowa State Extension, Trees Forever, Don Sandor, Steve Karsjen and Kathleen Connor for a program called Community Visioning.

- Council Member Anderson asked if Ken Morse had looked at Bridgeview Plat 2 regarding trees. Mr. Morse was in the audience and responded no, that he hadn't been asked to review that area.
- Mayor Morse said the farmers market kick off went well. 48 vendors have signed up this year, expanding the area to another side of the square. Mayor shared some of the topics discussed during the 3<sup>rd</sup> grader visit to City Hall Friday.

**9. Adjournment**

**MOTION:** A motion was made by Anderson to adjourn at 6:45 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date* – Monday, June 10, 2019 at 6:00 p.m.

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Jason Morse, Mayor

Attest

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Jenny Gibbons, City Clerk