

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:00 p.m., Monday, April 22, 2019**  
**City Hall**

Polk City, City Council held a meeting at 6:00 p.m., on April 22, 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><u>Mayor and City Council Members Present:</u></b> Jason Morse   Mayor Jeff Walters   Pro Tem Dave Dvorak   City Council Member Mandy Vogel   City Council Member Ron Anderson   City Council Member Robert Sarchet   City Council Member	<b><u>Staff Members Present:</u></b> Don Sandor   Interim City Administrator Lindsey Huber   Assistant City Administrator/Finance Director Jenny Gibbons   City Clerk Billy Mallory   City Attorney Kathleen Connor   City Engineering Representative Trace Kendig   Police Chief Jim Mitchell   Fire Chief Mike Schulte   Public Works Director 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, Walters, Anderson, Sarchet | In attendance

3. **Approval of Agenda**

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

**MOTION CARRIED UNANIMOUSLY**

4. **Public Comments** | None

5. **Consent Agenda Items**

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

1. Consider motion to approve the City Council Meeting Minutes for April 8, 2019
2. Consider motion to receive and file the Board of Adjustment Meeting Minutes from April 16, 2019
3. Consider motion to approve the April 22, 2019 Claims
4. Consider motion to approve the March 2019 Finance Report
5. Consider motion to accept resignation from Mark Paeper, IT Director effective April 19, 2019
6. Consider motion to approve twelve (12) month Class C liquor license for Fareway Stores #137 located at 1101 South 4<sup>th</sup> Street effective June 17, 2019
7. Consider motion to move May 27, 2019 Council Meeting to May 28, 2019 at 6pm due to the Memorial Day Holiday
8. Consider motion to approve Resolution 2019-30 ordering construction of certain public improvements for the East Grimes Street and Deer Haven Street Intersection Repairs Project and fixing dates for a public hearing thereon Tuesday, May 28, 2019 at 6pm and the taking of bids thereon May 16, 2019 at 10am
9. Consider motion to approve Resolution 2019-27 appointing Don Sandor as Polk City's primary representative to the Des Moines Metropolitan Wastewater Reclamation Authority (WRA)
10. Consider motion to approve Resolution 2019-28 appointing Don Sandor as Polk City's primary representative to the Des Moines Area Metropolitan Planning Organization Technical Committee (TTC)
11. Consider motion to receive and file the March 2019 Police Department Report
12. Consider motion to approve the FY 19/20 budgeted purchase of a replacement skid loader for Public Works in the amount of \$35,430.42 after trade (budgeted amount \$50,000)
13. Consider motion to approve the FY 19/20 budgeted purchase of a replacement mower for Public Works in the amount of \$12,549.53 after trade (budgeted amount \$10,000)
14. Consider motion to receive and file the March 2019 Fire Department Report

**MOTION CARRIED UNANIMOUSLY**

6. **New Business**

1. Development Agreement with MJR Development and Polk County

- a. Mayor Morse opened the Public Hearing at 6:02 pm on the proposed Development Agreement. Jenny Gibbons, City Clerk, said the notice was published April 12, 2019 and no comments had been received for or against the Agreement. No one was present to be heard for or against the proposed Agreement.

**MOTION:** A motion was made by Anderson and seconded by Dvorak to close the public hearing at 6:06 pm and reopen the regular meeting.

**MOTION CARRIED UNANIMOUSLY**

- b. **MOTION:** A motion was made by Dvorak and seconded by Walters to approve Resolution 2019-29 authorizing the Development Agreement with Polk County, Iowa and MJR Developments L.L.C.

**MOTION CARRIED UNANIMOUSLY**

2. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve Resolution 2019-31 approving Construction Drawings for Big Creek Valley Plat 1 for only the Public Sanitary Sewer and Water Main Improvements

**MOTION CARRIED UNANIMOUSLY**

3. **MOTION:** A motion was made by Sarchet and seconded by Vogel to authorize Snyder and Associates Engineering Agreement in the amount of \$18,200 to provide engineering services related to preparing of construction documents and provision of bid phase and construction phase services for the 2019 Street Repair Project

**YES: Vogel, Sarchet, Dvorak**

**NO: Anderson**

**ABSTAIN: Walters**

**MOTION CARRIED**

4. **MOTION:** A motion was made by Walters and seconded by Anderson to approve proposal from Hinson Consulting, L.L.C. in the amount of \$9,200 for search services related to the selection of a City Administrator

**MOTION CARRIED UNANIMOUSLY**

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

Mayor proclaimed April 26<sup>th</sup> as Arbor Day and the week of May 5-11<sup>th</sup> as Municipal Clerk's week.

- Interim City Administrator, Sandor discussed the recent resignation of our IT Director and a meeting that was held with Aureon Technology for contracted IT services. Once the City Attorney has reviewed, Staff intends to bring back a new agreement for Council to approve this managed solution and not replace this position on staff. Sandor reviewed recent legislation proposal that would restrict cities to limit growth to 2% per year. This bill would allow cities to capture new growth but would cap reserves to 25% which Polk City currently exceeds. Sandor said this is concerning to a lot of cities and counties, especially since it doesn't affect schools or other taxing entities. He said the Senate and House proposed Bills differ enough that they may not be able to go to this session if they still intend to end session by the end of the week.
- Council Member Sarchet expressed his concern about this new proposed legislation. He said based on the information provided at the MAC meeting from an update provided by the League of Cities saying there is a significant push to get something done in response to the taxable valuation increases however, in his opinion it doesn't accomplish a ton, but puts Polk City in a tough spot with our targeted growth and low levy rates. He said something is going to pass and we will have to respond.
- Council Member Walters said he appreciates the minor changes and updates to the packet, looks forward to continued improvements. Walters shared his condolences for Amy and her family.
- Mayor Morse also expressed his condolences to Amy for the loss of Bill Stowe. Mayor thanked Library Director, Jamie Noack, for presenting at the Chamber Luncheon. He said lots of great things happening in and around the Library and he appreciates all the work done by Library Staff. Mayor recognized Tommy Howard in the Public Works department for the wonderful job he is doing with GIS.
- Public Works Director Schulte said Tommy has been a great resource and in partnership with Snyder, Tommy has been maintaining GIS files and updating the database and mapping. Schulte also recognized Tommy for his completion of the City sign inventory he had been tasked with, and said it is a big accomplishment for him personally as well as the Public Works Department. Schulte also reported the first day of water main flushing went very well as the department moved quickly and is tracking almost halfway completed with the project in just one day. Schulte reminded everyone the city-wide clean up event is this Saturday, April 27<sup>th</sup>.
- Chief Mitchell announced Tim Cory's Retirement Open House is scheduled for this Sunday, April 28<sup>th</sup> in the Community Room.

8. **Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Dvorak to adjourn 6:36 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – Monday, May 13, 2019 at 6:00 p.m.*

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Jason Morse, Mayor

Attest

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Jenny Gibbons, City Clerk