

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., Monday, April 9, 2019
City Hall

Polk City, City Council held a meeting at 6:00 p.m., on April 9, 2019. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<u>Mayor and City Council Members Present:</u> Jason Morse Mayor Jeff Walters Pro Tem Mandy Vogel City Council Member Ron Anderson City Council Member Robert Sarchet City Council Member <u>Mayor and City Council Members Absent:</u> Dave Dvorak City Council Member	<u>Staff Members Present:</u> Lindsey Huber Assistant City Administrator/Finance Director Jenny Gibbons City Clerk Billy Mallory City Attorney John Haldeman City Engineer Trace Kendig Police Chief Jim Mitchell Fire Chief Mike Schulte Public Works Director Mark Paeper IT 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** /Vogel, Walters, Anderson, Sarchet | In attendance
Dvorak | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Sarchet and seconded by Anderson to approve the meeting agenda.
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** | None
5. **Consent Agenda Items**
Anderson requested to pull Consent Items 10 and 19
MOTION: A motion was made by Walters and seconded by Vogel to approve the amended consent agenda items
 1. Consider motion to approve the City Council Meeting Minutes for March 25, 2019
 2. Consider motion to receive and file the Parks Meeting Minutes for April 1, 2019
 3. Consider motion to approve the April 8, 2019 Claims
 4. Consider motion to approve Resolution 2019-21 authorizing Four Seasons Festival use of city property July 18-21, 2019
 5. Consider motion to approve Resolution 2019-22 authorizing \$7000 financial contribution for the 2019 Four Seasons Festival
 6. Consider motion to approve Resolution 2019-23 approving a Lease agreement with Fender's Brewing to continue use the adjacent unimproved alleyway effective May 1, 2019 with renewal option
 7. Consider motion to approve twelve months Class C Liquor License for Kum & Go with Sunday Sales effective 6/30/2018
 8. Consider motion to approve twelve months Class C Liquor License for Tournament Club of Iowa located at 1000 Tradition Drive with Outdoor Sales and Sunday Sales effective 6/1/2018
 9. Consider motion to approve hiring Willa Philpott for Seasonal Parks and Rec program at \$10.50 per hour
 - ~~10. Consider motion to approve advertising in an effort to establish a Police Officer hiring eligibility list~~
 11. Consider motion to approve hiring Don Sandor as Interim City Administrator at a pay rate of \$67.00 per hour on an as needed basis
 12. Consider motion to approve Resolution 2019-24 fixing date for a public hearing on the proposal to enter into Development Agreement with Polk County, Iowa and MJR Development, L.L.C.
 13. Consider motion to approve the Order Accepting Acknowledgement/Settlement Agreement with Casey's General Store
 14. Consider motion to receive and file the FY19 3rd quarter stats, March 2019 Stas and March 2019 Director Report from the Library
 15. Consider motion to receive and file the March 2019 Water Report

16. Consider motion to approve hiring James McKinstry for the Fire Department at a rate of \$11.28 per hour for POC and \$12.29 per hour for part-time rate
17. Consider motion to recognize retirement of Tim Cory from the Fire Department after 30+ years of service
18. Consider motion to approve pay increases for Firefighter/EMT Shawn Boots and Ryan Moore earning Senior positions at a pay rate of \$13.84 per hour for POC and \$15.12 per hour for Part-time
- ~~19. Consider motion to approve the purchase of a Dump Truck and Snow Removal Equipment to add to Public Works Fleet in the amount of \$88,796 plus \$83,206 for the equipment package for a total cost of \$170,002 (this purchase was budgeted in FY 19/20 for \$180,000)~~
20. Consider motion to receive and file the March 2019 PCCEDC Financial Report
21. Consider motion to receive and file the March 2019 Festival Financial Report
22. Consider motion to approve Resolution 2019-26 adopting a policy for small wireless communications
Mayor Morse called attention to Item 11 welcoming Don Sandor as Interim City Administrator and he called attention to Item 17 thanking Tim Cory and the Cory family for their multiple generations of contributions to the Fire Department.
Sarchet also thanked Cory for his time served with the FD and he told Sandor that he is looking forward to working with him and hearing his perspective on things. Sarchet said the Four Seasons Committee has been underway in planning of this year's festival. He called attention to Item 22 and thanked MAC for their contribution in bringing light to this topic and helping communities get out in front of it.

MOTION CARRIED UNANIMOUSLY

10. Consider motion to approve advertising in an effort to establish a Police Officer hiring eligibility list

MOTION: A motion was made by Vogel and seconded by Sarchet to approve item 10 from consent agenda items

MOTION CARRIED UNANIMOUSLY

19. Consider motion to approve the purchase of a Dump Truck and Snow Removal Equipment to add to Public Works Fleet in the amount of \$88,796 plus \$83,206 for the equipment package for a total cost of \$170,002 (this purchase was budgeted in FY 19/20 for \$180,000)

MOTION: A motion was made by Walters and seconded by Vogel to approve item 19 from consent agenda items

YES: Vogel, Walters, Sarchet

NO: Anderson

MOTION CARRIED

6. New Business

1. Sally Dix presented Bravo's annual updated
2. ***MOTION:*** A motion was made by Sarchet and seconded by Walters to approve Resolution 2019-25 approving Plats of Survey for Parcel No. 2019-56 and 2019-57

MOTION CARRIED UNANIMOUSLY

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

- Public Works Director Schulte said the 2019 Street Repair Project list has been prepared and Snyder & Associates will have an engineering contract before the Council for approval at the next meeting
- Fire Chief Mitchell publicly thanked Tim Cory for his tree decades of service as a second generation in the department and encouraged Cory to keep coming back and enlightening the younger generations with his knowledge of history.
- Council Member Sarchet acknowledged the Polk County assessments coming out and encourage residents to look at the tax distribution on the back of their statements to review where all the dollars are going.
- Council Member Anderson welcomed Don Sandor.
- Council Member Walters reminded everyone to be mindful while driving this Spring, looking out for pedestrians and yielding the flashing beacon lights installed around the City.
- Assistant City Administrator/Finance Director Huber informed Council she's been working on a Budget Amendment for FY 19 to true up revenue and expenses, they will have a Resolution before them to set a Public Hearing in May.
- Mayor Morse thanked Staff and Council for pulling things together over the past few months, he said he truly appreciated everyone's efforts.

8. **MOTION:** A motion was made by Sarchet and seconded by Walters to enter into closed session at 6:29 p.m. 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.

MOTION CARRIED UNANIMOUSLY

(AFTER CLOSED SESSION ENDED AT 7:21p.m.)

9. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Sarchet to adjourn 7:21 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, April 22, 2019 at 6:00 p.m.

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk