

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., Monday, January 28, 2019
City Hall

Polk City, City Council held a meeting at 6:00 p.m., on January 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.**

<u>Mayor and City Council Members Present:</u> 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	<u>Staff Members Present:</u> Gary Mahannah City Administrator Lindsey Huber Assistant City Administrator/Finance Director Jenny Gibbons City Clerk Amy Beattie City Attorney 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** / 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. **Public Comments** | None
5. **Consent Agenda Items**
MOTION: A motion was made by Sarchet and seconded by Dvorak to approve the consent agenda items
 1. Consider motion to approve the City Council Meeting Minutes for January 14, 2019
 2. Consider motion to approve the City Council Work Session Meeting Minutes for January 14, 2019
 3. Consider motion to receive and file the P&Z Meeting Minutes for January 21, 2019
 4. Consider motion to approve the January 28, 2019 Claims
 5. Consider motion to approve the December 2018 Finance Report
 6. Consider motion to approve Resolution 2019-06 setting a public hearing on February 11, 2019 at 6pm to approve and authorize the sale of the property located at 504 Roosevelt
 7. Consider motion to accept Suzanne Wille's resignation from the Arts Council effective immediately
 8. Consider motion to approve hiring Terri Keasey as Summer Rec Director at a rate of \$16.50 an hour
 9. Consider motion to approve twelve months Class C Liquor License for Brad and Cindy Martin doing business as Polk City Pub located at 217 W. Broadway Street with Outdoor Services and Sunday Sales effective 3/23/2019
 10. Consider motion to receive and file the Police Department annual report for 2018
 11. Consider motion to receive and file the Fire Department annual report for 2018
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 18. Consider motion to accept Suzanne Wille's resignation from the Arts Council effective immediately
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 20. Consider motion to approve twelve months Class C Liquor License for Brad and Cindy Martin doing business as Polk City Pub located at 217 W. Broadway Street with Outdoor Services and Sunday Sales effective 3/23/2019
 21. Consider motion to receive and file the Police Department annual report for 2018
 22. Consider motion to receive and file the Fire Department annual report for 2018**MOTION CARRIED UNANIMOUSLY**

6. New Business

1. **MOTION:** A motion was made by Sarchet and seconded by Anderson to approve Resolution 2019-07 approving Plat of Survey, Record of Lot Tie Agreements for parcel 2018-160 and Parcel D, Lot Agreement for parts of Lots 14 & 15 owned by Ruth E Stewart and two Petition and Waiver for Sidewalks
MOTION CARRIED UNANIMOUSLY
2. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the second reading of Ordinance 2019-200 amending Water Rates
MOTION CARRIED UNANIMOUSLY
3. Ordinance 2019-300 amending Chapter 65, Stop or Yield Required
 - a. **MOTION:** A motion was made by Anderson and seconded by Vogel to approve the second reading
MOTION CARRIED UNANIMOUSLY
 - b. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to waive the third reading and adopt Ordinance 2019-300
MOTION CARRIED UNANIMOUSLY
4. **MOTION:** A motion was made by Vogel and seconded by Dvorak to approve the second reading of Ordinance 2019-400 amending Chapter 3 Municipal Infractions
MOTION CARRIED UNANIMOUSLY
5. **MOTION:** A motion was made by Anderson and seconded by Walters to approve the second reading of Ordinance 2019-500 amending Chapter 41 Public Health and Safety
MOTION CARRIED UNANIMOUSLY

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

- Mayor Morse called attention to Chief Kendig year-end Police Department Report. Kendig commended his department for all exceeding expectations. He thanked Jane, Lieutenant Siepker and all the officers for contributing to the report. He highlighted the K9 program and the neighborhood events.
- Mayor Morse called attention to Chief Mitchell year-end Fire Department Report. Mitchell highlighted the call volume increase over historical data and the comparison date of time of day/week calls. He said that it was difficult to prepare a report for a year that he was not here for, but assured Council next year-end report would be much detailed. Mitchell reported on the Badge Ceremony held last week, 5 individuals were pinned. The annual awards banquet was held later that evening and Mitchell recognized the following award recipients;
 - Matt Guerdet – Responder of the Year
 - Matt Guerdet – Officer of the Year
 - Zach Dunham – Recruit of the Year
 - Rusty Fredricksen – Firefighter of the Year
 - Dottie VanZee – Medic of the Year
- Council Member Anderson said the council sessions are healthy with the city growing a lot. He said the services Fire and Police offer have grown immensely and he appreciates the professional response. He also noted the improved equipment for the departments.
- Council Member Dvorak thanked Chief Mitchell and Chief Kendig for their reports. He said he appreciates the details.
- Police Chief Kendig reported on the legislative push on fireworks to take away control from the local level of where they can be sold with no zoning requirement plus the new bill would require shorter turn-around time for the Fire Marshall to approve seller's request. Kendig discussed the regulations proposed at the state level for massage therapy and how illegal operations would be punished. The bill was tabled until language can be corrected to align with recommendations from the Chief's of Police that spoke. If the House and Senate allow local control, Kendig will propose a draft Ordinance at a future meeting based on what works for other communities and is manageable for Polk City.
- Public Works Director, Mike Schulte said his crews are keeping up with the snow, and the equipment is holding up. He and Chief Kendig both commented that the parking situation during snow removal has improved significantly.
- Chief Mitchell encouraged residents to scoop around their fire hydrants to reduce response time in case of a fire.
- Council Member Sarchet shared his appreciation for the P&Z review of a recent development. He acknowledged the pinning ceremony. He reported that the last MAC meeting there was discussion about addressing back fill and tipping fees in the future. Sarchet attended the NCG meeting last week and after a discussion about water rates he took away the need for proactive communication with residents to explain why the need for an increase and provide comparison data.

- Council Member Dvorak encouraged those that have questions or concerns to come to the meetings to discuss.
- Mayor Morse told staff he appreciated the time that was put into reports for citizens that had questions. He said the information was very informative. Mayor thanked staff for allowing him to take an actual vacation and he said he appreciated knowing that things were handled while he was away. Mayor called a work session for February 11, 2019 at 4:30pm.

8. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Dvorak to adjourn 6:38 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, February 11, 2019 at 6:00 p.m.

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk