

Agenda -Notice of Meeting

Polk City | City Council

September 11, 2023 | 6:00 pm

City Hall Council Chambers

Public Meeting participation in person or via phone

Call in # 515-726-3598 Participant Code 535355

Public members can also provide comments* directly to support@polkcityia.gov

**any comments received before the time of the meeting will be made a part of the public hearing*

Broadcast live and playback will be available at <https://www.youtube.com/c/polkcityiagovchannel>

Steve Karsjen | Mayor

Rob Sarchet | Pro Tem

City Council Members: Jeff Walters | Dave Dvorak | Mandy Vogel | Ron Anderson

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. **Public Comments:** *This is the time and place for comments for any item other than those that are a Public Hearing. If you wish to speak, please contact the City Clerk by 6pm on the date of the meeting by email at jcoffin@polkcityia.gov include your name and address for the record. The Mayor will recognize you for five minutes of comment.*

5. Consent Items

- a. City Council Meeting Minutes for August 28, 2023
- b. Claims listing September 11, 2023
- c. Set pay for Cody Olson, Building Official at an hourly rate of \$37.50 per hour and a vehicle allowance of \$400 per month effective September 25, 2023, with a rate increase of \$1.50 per hour upon successful completion of the ICC Residential electrical certification and an additional \$1.50 per hour upon successful completion of the ICC Commercial electrical certification
- d. City Manager Employment Agreement Addendum
- e. Receive and file Capital Improvement Projects Update
- f. Resolution 2023-106 Ordering Construction of Certain Public Improvements, Fixing Dates for Public Hearing and Taking of Bids for the 2024 Street Repairs Project
- g. Resolution 2023-107 Ordering Construction of Certain Public Improvements, Fixing Dates for Public Hearing and Taking of Bids for the High Trestle Trail to Neal Smith Trail Connector Project – Phase 2
- h. Receive and file the September 5, 2023 Library Board Meeting Minutes
- i. Receive and file the August 2023 Library Director Report
- j. Acknowledge Resolution 2024-02L authorizing the Library Director to proceed with purchasing a Kyocera TASKalfa 2554ci Printer in accordance with the budget
- k. Acknowledge Polk City Community Library Unattended Children Policy
- l. Set pay for Dottie Parsons at \$22.66 per hour for adjustment to Firefighter/Paramedic effective 9/4/2023
- m. Receive and file August 2023 Water Department Report
- n. Receive and file August 2023 Parks & Recreation Department Report
- o. Set pay for Tanner Ramsey, Recreation Specialist at \$14.50 per hour
- p. Amend 5-year Staffing Plan

- q. Resolution 2023-108 approving intergovernmental transfer of public funds agreement with the Iowa Department of Health and Human Services
- r. Twelve-month Class C Beer Permit with Class B Native Wine Permit, and Sunday Sales Privileges for Kwik Star #1089 located at 1090 Parker Boulevard effective October 11, 2023

6. Business Items

- a. Hearing for Matthew Roberts abatement appeal
 - i. Consider motion to affirm (or reverse) the order to abate by the Police Chief on August 22, 2023
- b. First Reading of Ordinance 2023-9400 amending provisions pertaining to Liquor Licenses and Cigarette and Tobacco Permits
- c. First Reading of Ordinance 2023-9500 amending provisions pertaining to Fiscal Management
- d. Snyder & Associates July 2023 Engineering Services invoice in the amount of \$53,215.75

7. Reports & Particulars

Mayor, Council, City Manager, Staff, Boards, and/or Commissions

8. Adjournment

--next meeting date September 25, 2023