

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:00 p.m., August 23, 2021**  
**City Hall – Council Chambers**

Polk City, City Council held a meeting in the City Hall Council Chambers with public participation in person and via phone at 6:00 p.m., August 23, 2021. The Agenda was posted at the City Hall office as required by law.

**These tentative minutes reflect all action taken at the meeting.**

1. **Call to Order** | Mayor Morse called the meeting to order at 6:00 p.m.
2. **Roll Call** | Walters, Vogel, Anderson, Sarchet | In attendance  
Dvorak | Absent
3. **MOTION:** A motion was made by Vogel and seconded by Walters to approve the agenda  
**MOTION CARRIED UNANIMOUSLY**
4. **Public Comments** | None
5. **Consent Items**
  - a. City Council Meeting Minutes for August 09, 2021
  - b. City Council Work Session Meeting Minutes for August 09, 2021
  - c. Receive and file P&Z Commission Meeting Minutes for August 16, 2021
  - d. Claims listing August 23, 2021
  - e. July 2021 Finance Report
  - f. Receive and file July 2021 Water Report
  - g. Twelve-month Class E Liquor License with Class B Native Wine Permit, Class C Beer Permit and Sunday Sales Privileges for Casey's General Store #1144 located at 1100 S 3<sup>rd</sup> Street effective August 9, 2021
  - h. 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, 2021
  - i. RVTV Special Event September 6, 2021
    - i. Street Closures 8a-12midnight
      1. 2<sup>nd</sup> Street between the Alley north of Broadway and Van Dorn
      2. Broadway between 3<sup>rd</sup> Street and 1<sup>st</sup> Street
    - ii. Extend noise ordinance until 10:30pm
    - iii. One-day Class B Beer Permit for the American Legion Polk City Post No. 232 with sales privileges on 2<sup>nd</sup> Street between Broadway and Van Dorn
  - j. Receive and file the July 2021 Police Department Report
  - k. Set part-time officer pay for Joel Hall and Kent Gries and Anna Ernst at \$23.72
  - l. Acknowledge updated Police Policy Chapter 4.05 Uniform and Appearance
  - m. Receive and file the July 2021 Fire Department Report
  - n. Purchase budgeted water treatment plant generator replacement in the amount of \$35,750
  - o. Resolution 2021-81 amending PA 39 Open Records Request
  - p. Resolution 2021-82 updating certain City Fees
  - q. Resolution 2021-83 approving Policy PA 45 City of Polk City Employee Handbook Amendment for COBRA Coverage
  - r. Resolution 2021-84 approving a Development Agreement with TMMC Enterprises for property dedication  
**MOTION:** A motion was made by Vogel and seconded by Anderson to approve the consent agenda items.  
**MOTION CARRIED UNANIMOUSLY**
6. **Business Items**
  - a. **MOTION:** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2021-85 approving Preliminary Plat and Final Plat for Simmer Plat 1  
**MOTION CARRIED UNANIMOUSLY**
  - b. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the Second Reading of Ordinance 2021-1900 amending Chapter 69 parking regulations  
**MOTION CARRIED UNANIMOUSLY**

c. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve the Snyder & Associates, Inc. Engineering invoice for June 2021 services in the amount of \$79,869.50

**YES: Vogel, Anderson, Sarchet**

**ABSTAIN: Walters**

**MOTION CARRIED**

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

- Mayor Morse recognized and congratulated the 2020 Fire Department Award Recipients:  
Responder of the Year: Matt Meiners  
Recruit of the Year: Michael Doyon  
Medic of the Year: Zach Dunham  
Firefighter of the Year: John Mitchell  
Officer of the Year: Tyler Rommel
- City Council Member Anderson thanked staff for making his job easier by being quick to respond to questions from citizens that call or email him.
- City Council Member Sarchet gave a shout out to the FD award recipients and acknowledged the extra effort for their achievements. He said a meeting was held with user groups of the Sports Complex to work towards making the facility safer. Sarchet thought the Census data was something to be proud of with growing numbers wanting to come to Polk City, and that he was most encouraged by the homeownership and valuations within those growing census numbers.
- City Manager Huisman reported the Census number for Polk City to be 5543 residents.
- Mayor Morse announced he does not plan on re-running for office for a third term.

**8. Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Vogel to adjourn at 6:13 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date –September 13, 2021*

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Jason Morse, Mayor

Attest

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Jenny Coffin, City Clerk