

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., January 11, 2021
City Hall – VIA ZOOM

Polk City, City Council held a meeting via ZOOM at 6:00 p.m., on January 11, 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, Dvorak, Vogel, Anderson, Sarchet | In attendance via zoom
3. **Approval of Agenda**
MOTION: A motion was made by Walters and seconded by Vogel to approve the agenda with amendment to 5g to correct the amount to read \$17,750 and 6a to correct the amount to read \$0.00
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** | Andy Snetselaar, 1920 E. Southside Dr. advised the Council that he is suspending the Gordon Oaks project indefinitely.
5. **Consent Items**
MOTION: A motion was made by Walters and seconded by Vogel to approve the consent agenda items. Council Member Sarchet congratulated Tyler Rommel for his promotion to Deputy Chief for the Fire Department.
 - a. City Council Meeting Minutes for December 14, 2020
 - b. Claims listing January 11, 2021
 - c. November 2020 Finance Report
 - d. Receive and file the November 2020 Police Department Report
 - e. Receive and file the December 2020 Water Department Report
 - f. Receive and file the December 2020 Parks & Recreation Department Report
 - g. Polk County Conservation Trail Design Funding agreement in the amount of \$17,750 for the High Trestle Trail Connector Study
 - h. Appoint Monica Converse to the vacant Parks Commission term ending 12/31/2025
 - i. Receive and file the following Library Board Documents:
 - i. November 2020 Meeting Minutes
 - ii. November & December 2020 Mini Stats
 - iii. January 2021 Director Report
 - iv. Resolution 2021-01L Library Trust-Ancestry
 - v. Resolution 2021-02L Hiring Ava Fosselman as a Library Page at \$9 per hour
 - j. Receive and file the November and December 2020 Fire Department Report
 - k. Resolution 2021-03 approving policy PD-01 Payroll deduct firearm policy
 - l. Layne Christensen Company bid Well Repair in the amount of \$19,500
 - m. Resolution 2021-04 giving authorization to apply for Surface Transportation Block Grant Program
 - n. Pay increase for the following Fire Department members that have been promoted
 - i. Tyler Rommel, Deputy Chief, \$175 monthly stipend
 - ii. Karla Hogrefe, Captain of EMS, part-time rate to \$20.46 per hour and paid on call rate to \$17.42 per hour plus \$125 monthly stipend
 - iii. John Mitchell, Captain of Training, part-time rate to \$20.46 per hour and paid on call rate to \$17.42 per hour plus \$125 monthly stipend**MOTION CARRIED UNANIMOUSLY**
6. **Business Items**
 - a. **MOTION:** A motion was made by Dvorak and seconded by Walters to approve Resolution 2021-01 approving Pay App No 3 (Subfinal with retainage held) for the 3rd Street and Bridge Road Intersection Improvement Project in the amount of \$0.00 and acceptance of the project
MOTION CARRIED UNANIMOUSLY
 - b. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2021-02 approving construction drawings for the Edgewater Drive Extension at Parker Boulevard
MOTION CARRIED UNANIMOUSLY

- c. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Snyder & Associates November 2020 Engineering Services Invoice in the amount of \$33,588.25
YES: Dvorak, Vogel, Anderson, Sarchet
ABSTAIN: Walters
MOTION CARRIED
- d. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the Third Reading of Ordinance 2020-2100 adding a Stormwater Utility Fee
MOTION CARRIED UNANIMOUSLY

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

- Library Director Noack announced that beginning Tuesday the Library will be an official passport acceptance facility. Noack reported the Library received a Grant from the American Library Association focused on social media and its influence.
- Parks and Recreation Director Thraen vocally acknowledged the Kiwanis \$3000 donation and their continued efforts in keeping Polk City Parks beautiful.
- Police Chief Siepker congratulated the new Fire Department Command Staff and shared his appreciation for being part of the interview process.
- Council Member Sarchet said he appreciates the work done and partnering with Polk County Conservation for the Trail Design project and he is excited to get information back and take the next steps towards making the connection a reality. Sarchet expressed his appreciation for the Fire Department have a record year during a trying time. He said he would like to see the Council build towards a plan to meet in person again.
- Fire Chief Mitchell congratulated the recent staff with promotions and thanked Chief Siepker for participating in the interview process. He confirmed the FD had seen a record number of calls in 2020 and thanked his staff for responding.
- Council Member Vogel thanked the Library for offering the passport options locally, so residents have options to stay in our community to take care of their needs.
- Council Member Walters said he was excited he can stay in town for the passport program.
- Mayor Morse congratulated Tyler Rommel for his promotion and advancing his career with the Fire Department he started with as a young adult.

8. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Vogel to adjourn at 6:22 p.m.
MOTION CARRIED UNANIMOUSLY

Next Meeting Date –January 25, 2021

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk