

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m. May 8, 2023
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., May 8, 2023. 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 Karsjen called the meeting to order at 6:00 p.m.
2. **Roll Call** | Walters, Dvorak, Sarchet, Vogel, Anderson | In attendance
3. **MOTION:** A motion was made by Walters and seconded by Anderson to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Public Hearings:**
 - a. Mayor Karsjen opened the Public Hearing on a proposed Development Agreement at 6:01 pm. City Manager Huisman said that the notice was published April 28, 2023, and City Clerk Coffin said no comments had been received for or against the proposed agreement. City Manager Huisman provided a report on the agreement. No one was present to be heard for or against the proposed development agreement.
MOTION: A motion was made by Sarchet and seconded by Vogel to close the public hearing at 6:03 pm.
MOTION CARRIED UNANIMOUSLY
 - i. **MOTION:** A motion was made by Vogel and seconded by Dvorak to approve Resolution 2023-60 approving Development Agreement with Antler Ridge, LLC for the Development of Sanitary Sewer
MOTION CARRIED UNANIMOUSLY
5. **Public Comments** | Ken Morse, 1308 Westside Drive addressed Mayor and Council regarding proposed Ordinance 2023-6000 sharing his concern regarding the architectural standards for agricultural farm areas.
6. **Consent Items** |
 - a. City Council Meeting Minutes for April 24, 2023
 - b. Claims listing May 8, 2023
 - c. Twelve months Liquor License for Kum & Go #135 effective July 1, 2023
 - d. City Hall closed for RAGBRAI on July 26, 2023
 - e. Resolution 2023-61 setting Public Hearing on an amendment to the FY 22/23 City Budget
 - f. Twelve-month Tobacco permit for Kwik Star #1089 effective July 1, 2023
 - g. FY 23/24 budgeted Trailer purchase for Public Works in the amount of \$17,375
 - h. Block Party May 26 from 5:30 pm-10 pm in the 600-800 block of Pelican Drive
 - i. FY 23/24 budgeted Public Works Pickup Truck purchase in the amount of \$125,147
 - j. Receive and file the May 1, 2023 Library Board Meeting Minutes
 - k. Receive and file the April 2023 Library Director Report
 - l. Acknowledge Library Policy – Reconsideration of Materials
 - m. Acknowledge Library Policy – Collection Development
 - n. FY 23/24 budgeted purchase for water meters in bulk in the amount of \$99,400
 - o. Receive and file the April 2023 Parks & Recreation Department Report
 - p. Receive and file the April 2023 Fire Department Report
 - q. Twelve-month Tobacco permit for Fareway Stores, Inc. #137 effective July 1, 2023
 - r. Receive and file the April 2023 Water Report
 - s. Set pay for new Police Officer, Craig Garrison at \$26.21/hr pending completion of MMPI evaluation and pre-employment physical, and upon completion of the academy he will move to \$28.55/hr
 - t. Resolution 2023-62 approving the Application for Partial Payment No. 3 for the Fire Station Remodel Project in the amount of \$43,700
 - u. Twelve-month Tobacco permit for Casey's #1144 effective July 1, 2023

MOTION: A motion was made by Anderson and seconded by Vogel to approve the consent agenda items
MOTION CARRIED UNANIMOUSLY

7. Business Items

- a. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve the Second Reading of Ordinance 2023-8000 consolidating the current U-1 and GF zoning districts into a new GF-1 zoning district
MOTION CARRIED UNANIMOUSLY
- b. **NO MOTION was made:** Third Reading of Ordinance 2023-6000 amending Chapter 157 Site Plan
DIED FOR LACK OF MOTION
- c. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve Snyder & Associates March 2023 Engineering Services Invoice in the amount of \$43,153.25
YES: Vogel, Anderson, Dvorak, Sarchet
ABSTAIN: Walters
MOTION CARRIED

8. Mayor Proclamations

Mayor Karsjen proclaimed National Police Week May 14-20, 2023
Mayor Karsjen proclaimed Emergency Medical Services (EMS) Week May 21-27, 2023
Mayor Karsjen proclaimed National Public Works Week May 21-27, 2023

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

- Council Member Anderson shared a compliment from a resident that appreciated the care received on a ride with EMS last Friday, saying they did a job well done, they were professional, and Polk City is lucky to have them.
- Parks & Recreation Director Thraen thanked everyone involved with the Earth Day celebration from the Friends of the Parks 5K to the Members of the Parks Commission Trash Bash events.
- City Manager Huisman announced the City's new Soil Quality Restoration program. Mailers will be sent out next week and residents are encouraged to apply.
- Mayor Karsjen asked for volunteers to sign up to help work RAGBRAI.

10. Adjournment

MOTION: A motion was made by Anderson and seconded by Vogel to adjourn at 6:46 pm.
MOTION CARRIED UNANIMOUSLY

Next Meeting Date –May 22, 2023

Steve Karsjen, Mayor

Attest

Jenny Coffin, City Clerk