

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m. August 14, 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., August 14, 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 Dvorak to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** | None
5. **Consent Items** |
 - a. City Council Meeting Minutes for July 24, 2023
 - b. Receive and file Parks Commission Meeting Minutes August 7, 2023
 - c. Claims listing August 14, 2023
 - d. Resolution 2023-96 approving Pay App No. 3 in the amount of \$189,145.00 for the City Hall/Community Room Project
 - e. Resolution 2023-97 approving Change Order No. 1 in the reduced amount of ~~-\$21,489.82~~ for City Hall/Community Room Project
 - f. 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
 - g. Citizen Academy Fall 2023 Schedule
 - h. Memorandum of Understanding with the Iowa Department of Revenue regarding State Setoff Program
 - i. Set pay for full-time Police Officer Spencer Stover at a rate of \$28.55 per hour effective upon successful completion of the pre-employment physical, MMPI evaluation and final offer of employment
 - j. Set 2023-24 Urban Deer Hunting dates for September 16, 2023 through January 21, 2024
 - k. Acknowledge Polk County Agreement for Library Services to Rural Polk County
 - l. Receive and file June & July 2023 Library Director Report
 - m. Receive and file August 7, 2023 Library Board Meeting Minutes
 - n. Receive and file July 2023 Water Department Report
 - o. Receive and file July 2023 Parks & Recreation Department Report
 - p. Receive and file July 2023 Fire Department Report
 - q. Set pay for full-time Firefighter/Paramedic new hire Alissa Furry at a rate of \$22.00 per hour effective September 1, 2023
 - r. Contract with Roe Consulting LLC to assist the Fire Department with the Ground Emergency Medical Transportation Program (GEMT)
 - s. Acknowledge and accept the amendment to the Fire Department Standard Operating Guidelines
 - t. RFP for Soil Quality Restoration contractor
 - u. Set pay for part-time Firefighter/Paramedic new hire Kari Davis at a rate of \$22.66 per hour
 - v. Resolution 2023-99 Antler Ridge Plat 1 Construction Drawings

MOTION: A motion was made by Vogel and seconded by Sarchet to approve the consent agenda items
MOTION CARRIED UNANIMOUSLY
6. **Business Items**
 - a. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Resolution 2023-98 authorizing the purchase of certain real estate
MOTION CARRIED UNANIMOUSLY

- b. **MOTION:** A motion was made by Dvorak and seconded by Vogel to amend Engineering Services Agreement with Snyder & Associates for the Northside Drive and HTT to Neal Smith Trail Phase 1 Project in the amount of \$44,375 to include services to design and bid a roundabout, instead of the previously proposed intersection realignment and reconfiguration

YES: Vogel, Anderson, Dvorak

NO: Sarchet

ABSTAIN: Walters

MOTION CARRIED

- c. **MOTION:** A motion was made by Anderson and seconded by Sarchet to approve the Second Reading of Ordinance 2023-9300 amending Chapter 57 Dangerous and Vicious Animals

MOTION CARRIED UNANIMOUSLY

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

- Council Member Sarchet asked the Council to revisit UTV usage.
- Council Member Vogel asked to add electric scooter use to the conversation of UTV use, or at least promote safety.
- Mayor Karsjen read a letter received from a RAGVRAI rider from Denver Colorado sharing how much he and his fellow riders enjoyed the stop in Polk City.
- Travis Thornburg, City Engineer with Snyder & Associates said he rode RAGBRAI the day through Polk City and heard several rider groups say Polk City was the highlight of the week to that point.

8. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Vogel to adjourn at 6:30 pm.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date –August 28, 2023

Steve Karsjen, Mayor

Attest

Jenny Coffin, City Clerk