

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., September 13, 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., September 13, 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 6:01 p.m.
2. **Roll Call** | Walters, Dvorak Vogel, Anderson, Sarchet (via phone) | 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 August 23, 2021
 - b. Receive and file Parks Commission Meeting Minutes for September 7, 2021
 - c. Claims listing September 13, 2021
 - d. Receive and file August 2021 Water Report
 - e. Tobacco Permit for Kwik Star #1089 located at 1090 Parker Boulevard effective October 11, 2021 through June 30, 2022
 - f. Fall Fest Special Event October 2, 2021
 - i. Street Closures 12noon to 11pm
 - a. 2nd St from Broadway through Van Dorn
 - b. Van Dorn from 3rd through 2nd St.
 - g. Public Works budgeted purchase of new 2020 John Deere 3046R compact tractor and loader in the amount of \$44,627.47
 - h. Addendum to City Manager employment agreement
 - i. Pay increase for Brittany Kincart, Deputy City Clerk, to \$20.60 per hour
 - j. Resolution 2021-86 setting public hearing for September 27, 2021 at 6pm on the transfer of property to Fourstar Land Development in exchange for a Recreation Trail Easement
 - k. Receive and file the August 2021 Parks & Recreation Department Report
 - l. Receive and file the August 2021 mini stats report for the Library
 - m. Receive and file the August 2021 Library Board Meeting Minutes
 - n. Receive and file the August 2021 Library Director Report
 - o. Acknowledge pay set for Madeline Bequeaith as a Library page at a rate of \$9.00 per hour
 - p. Set pay for the following Fire Department new hires contingent upon successful completion of physical examination:
 - i. Matthew Richman, non-certified, resident Paid-on-call Firefighter/EMT status at a part-time rate of \$13.04 per hour and paid-on-call rate of \$11.97.
 - ii. Justin McKay, non-certified, resident Paid-on-call Firefighter/EMT status at a part-time rate of \$13.04 per hour and paid-on-call rate of \$11.97.
 - iii. Clayton Weltha, certified FF I & EMT soon, non-resident Paid-on-call Firefighter/EMT status at a part-time rate of \$14.64 per hour and paid-on-call rate of \$14.14.
 - q. Special Event September 25, 130p-730p, American Legion Bike Show Fundraiser, including street closure of 1st street between Broadway and E Van Dorn
 - r. Resolution 2021-87 approving Etech's parent contract with Valeo for IT systems managed services
 - s. Acknowledge release of monument sign easement on Outlot Y of Crossroads at the Lakes Plat 2
 - t. Resolution 2021-88 adopting PA-46 write-off policy
 - u. Resolution 2021-91 approving an Easement with Army Corp of Engineers for Bridgeview Plat 2 trail connection to Neal Smith Trail

- v. Resolution 2021-92 approving an agreement with North Polk Community School District for the use of the Polk City Fire Department Personnel and Equipment
- w. Resolution 2021-93 authorizing the certification of liens to Polk County Treasurer

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

6. Business Items

- a. Bridgeview Plat 2
 - i. **MOTION:** A motion was made by Vogel and seconded by Walters to approve Resolution 2021-89 approving an Agreement to Complete
MOTION CARRIED UNANIMOUSLY
 - ii. **MOTION:** A motion was made by Walters and seconded by Dvorak to approve Resolution 2021-90 approving Final Plat for Bridgeview Plat 2
MOTION CARRIED UNANIMOUSLY
- b. **MOTION:** A motion was made by Vogel and seconded by Anderson to approve the Third and Final Reading of Ordinance 2021-1900 amending Chapter 69 parking regulations
MOTION CARRIED UNANIMOUSLY
- c. **MOTION:** A motion was made by Anderson and seconded by Vogel to approve the Snyder & Associates, Inc. Engineering invoice for July 2021 services in the amount of \$36,440.75
YES: Vogel, Anderson, Sarchet
ABSTAIN: Walters
MOTION CARRIED

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

- City Council Member Vogel gave credit and shared her appreciation for the Police Department stopping by her daughter's soap and lemonade stand. She said the little things staff does to make a kids day speaks to why so many people love living here. She thanked Go Polk City and City Staff for the hours and effort that went in to making RVTV a big success and the weather cooperated.
- City Council Member Walters said he was extremely pleased with Go Polk City and Staff working together to make RVTV and other various events such a success each year.
- City Council Member Anderson said there are lots of people interested in a fall bike ride in Polk City.

- 8. MOTION:** A motion was made by Walters and seconded by Vogel at 6:09 p.m. to enter into **Closed Session** under Code of Iowa; Chapter 21 Official Meetings open to Public; **section 5 Closed Session; sub paragraph 1.j** To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed
MOTION CARRIED UNANIMOUSLY

- 9. (AFTER CLOSED SESSION ENDED AT 6:21 p.m.) No Action taken**

10. Adjournment

MOTION: A motion was made by Anderson and seconded by Vogel to adjourn at 6:21 p.m.
MOTION CARRIED UNANIMOUSLY

Next Meeting Date –September 27, 2021

Jason Morse, Mayor

Attest

Jenny Coffin, City Clerk