

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m. December 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., December 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 6:00 p.m.
2. **Roll Call** | Walters, Dvorak, Vogel, Anderson, Sarchet | In attendance
3. **MOTION:** A motion was made by Vogel and seconded by Anderson to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Presentation** | Brigett DeVos, Executive Director, Go Polk City provided a year in review for 2021.
 - a. **MOTION:** A motion was made by Sarchet and seconded by Anderson to approve Go Polk City funding request for 2022 in the amount of \$70,000
MOTION CARRIED UNANIMOUSLY
5. **Public Comments** | None
6. **Consent Items**
 - a. City Council Meeting Minutes for November 22, 2021
 - b. Claims listing December 13, 2021
 - c. Resolution 2021-130 approving PA-47 Mobile Food Vendor Policy
 - d. Resolution 2021-131 setting Public Hearing on a Redistricting Plan for Precincts for Polk City
 - e. Receive and file the FY 20.21 Annual Audit Report
 - f. Receive and file the 2021 Goal Setting Report
 - g. Set 2022 Spring Cleanup Days:
 - i. Appliance & Tire Drop off Thursday April 21 and Friday April 22
 - ii. Curb Pick Up Saturday April 23
 - h. Receive and file November 2021 Water Department Report
 - i. Receive and file November 2021 Parks & Recreation Department Report
 - j. Pay increase for Public Works Maintenance Worker, Toby Ramsey to an hourly rate of \$22.38
 - k. Pay increase for Public Works Permanent Part-time Maintenance Worker, Samantha Scott to an hourly rate of \$14.50
 - l. Set pay for Public Works Seasonal part-time Maintenance Worker, Emma Reineke at \$14.00 per hour
 - m. Resolution 2021-132 appointing WRA Representative Appointments
 - n. Resolution 2021-133 appointing MPO Representative Appointments
 - o. Resolution 2021-134 appointing MMA Representative Appointments
 - p. Resolution 2021-135 appointing E911 Service Board Appointments
 - q. Resolution 2021-136 appointing Polk County Emergency Management Appointments
 - r. Acknowledge Steve Karsjen resignation from the Parks Commission effective December 31, 2021
 - s. Acknowledge Boards and Commission members term ending 12/31/2021 not seeking reappointment:
 - i. Dennis Dietz, Planning and Zoning Commission
 - ii. John Calhoun, Board of Adjustment
 - iii. Bill Sharp, Tree Board
 - iv. Ashley Delaney, Parks Commission* (*interested in the vacant P&Z seat, but if another candidate is selected, she intends to reapply for Parks vacancy)
 - v. Mike Bakken, Board of Adjustment
 - t. Boards and Commission Reappointments, terms ending 12/31/2026:
 - i. Ron Hankins, Planning & Zoning Commission
 - ii. Ken Morse, Tree Board
 - iii. Scott Borwig, Tree Board

- u. Tree Board appointment of Chris LaCoste, term ending 12/31/2026
- v. Resolution 2021-137 Approving Pay App No. 7 (Final – Retainage Release) for the 2019 Street Repairs Project
- w. Resolution 2021-138 giving authorization to apply for Transportation Alternatives Program (TAP)

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

7. Business Items

- a. **MOTION:** A motion was made by Vogel and seconded by Dvorak to approve the October 2021 Snyder and Associates Engineering Services invoice in the amount of \$29,059.25
YES: Dvorak, Vogel, Sarchet, Anderson
ABSTAIN: Walters
MOTION CARRIED
- b. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve the Third Reading of Ordinance 2021-2300 Amending Chapter 69 Parking Regulations
MOTION CARRIED UNANIMOUSLY
- c. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the Third Reading of Ordinance 2021-2400 Adopting the “Code of Ordinances of the City of Polk City, Iowa”
MOTION CARRIED UNANIMOUSLY

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

- Mayor Morse called attention to the Council Members rotation and flow for 2022.
- Council Member Anderson presented Mayor Morse with a plaque honoring his 8 years as Mayor and shared how proud and pleased he was to honor Mayor. Council Member Sarchet said Mayor Morse passion and belief in Polk City has been commendable and he appreciates all he has done as Mayor and previously as Fire Chief. Council Member Vogel said she appreciates serving with Mayor Morse and all the roles he has served the community over the years. Council Member Dvorak said Mayor Morse has made him a better Council person and appreciates how much he loves the City and gives all he can as a leader. Council Member Walters said he hopes Morse can appreciate having more free time.
- Mayor Morse took a couple of minutes to thank the residents of Polk City, his wife Cara and his kids for putting up with a lot over the years between the Fire Department and his role as Mayor. He thanked his Dad, Ken “tree guy” for being a huge supporter and said that it is bittersweet for him to finish 30 years with Polk City and after losing his Mom 10 years ago to brain cancer he hopes he made her proud serving the City she loved. He said he is forever grateful and thank you doesn’t seem enough to Council Member Anderson, and he told Ron he values their friendship and wanted him to know the impact he had and appreciates the opportunity he had to serve with him. Mayor addressed Staff past and present and said he is amazed daily at their dedication to this community. He summed up with the famous words of Tom Petty, “Time to move on, time to get going”, and said thank you to all, he feels lucky to have had this opportunity.

- 9. MOTION:** A motion was made by Vogel and seconded by Walters at 6:31 pm 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

- 10. (AFTER CLOSED SESSION ENDED AT 7:45 pm)** No action was taken on closed session item

11. Adjournment

MOTION: A motion was made by Anderson and seconded by Walters to adjourn at 7:45 p.m.
MOTION CARRIED UNANIMOUSLY

Next Meeting Date –January 10, 2022

Attest

Jenny Coffin, City Clerk

Steve Karsjen, Mayor