

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., May 24, 2021
City Hall – Council Chambers

Polk City, City Council held a meeting in the City Hall Council Chambers with public participation via phone at 6:00 p.m., on May 24, 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 | In attendance
Sarchet | In attendance via phone
3. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** | None
5. **Consent Items**
MOTION: A motion was made by Vogel and seconded by Walters to approve the consent agenda items.
 - a. City Council Meeting Minutes for May 10, 2021
 - b. Receive and file P&Z Commission Meeting Minutes for May 17, 2021
 - c. Claims listing May 24, 2021
 - d. April 2021 Finance Report
 - e. PFM Engagement Letter
 - f. Acknowledge amending Resolution 2021-43 authorizing application for COVID-19 Relief Recreational Trails program
 - g. Resolution 2021-44 re-setting a Public Hearing for June 14, 2021 at 6pm on the Vacation of Drainage Easement in Big Creek Valley Plat 1
 - h. Receive and file the April 2021 Police Department Report
 - i. Receive and file the April 2021 Fire Department Report
 - j. Resolution 2021-45 to apply for Prairie Meadows Grant in the amount of \$85,000
 - k. Set pay for new FD employee Theodor (T.J.) Schaffer, part-time Firefighter/EMT, Part-time rate of \$15.11 per hour and rate of \$13.73 per hour for paid-on-call rate
 - l. Set pay for FD employee Chrissy Bristle for successfully obtaining the Emergency Medical Technician certificate and Firefighter I certificate, Part-time rate of \$14.21 per hour and rate of \$13.73 per hour and paid-on-call rate
 - m. Set pay Parks & Recreation seasonal employee, Jaden Nickles, Recreation Assistant II at \$10.00 per hour starting May 27, 2021, contingent upon successful completion of background check
 - n. Update Organizational Chart
 - o. Resolution 2021-46 approving agreement on sidewalk expenses for Lot 4 & Outlot Z in Deer Haven Plat 3
 - p. Resolution 2021-47 setting Public Hearing for June 14, 2021 at 6pm on an amendment to zoning restrictions for a portion of Lot 39 and Outlot Z of Crossroads at the Lakes Plat 2 to allow grocery stores as a permitted use
 - q. Resolution 2021-48 setting a public hearing on June 14, 2021 at 6pm on an amendment to the Comprehensive Plan from commercial to low density residential along E Broadway
 - r. Resolution 2021-49 setting a public hearing for June 14, 2021 at 6pm on the rezoning petition for 117 E Broadway from C-1 to PUD
 - s. Resolution 2021-50 approving Construction Drawings for Creekview Estates Plat 2
 - t. Resolution 2021-51 approving Construction Drawings for Four Seasons Polk City Plat 1
 - u. Twelve-month Tobacco Permit for Fareway Stores, Inc. #137 effective July 1, 2021**MOTION CARRIED UNANIMOUSLY**
6. **Business Items**
 - a. **MOTION:** A motion was made by Walters and seconded by Vogel to approve Resolution 2021-52 approving Big Creek Commons Preliminary Plat
YES: Vogel, Anderson, Walters, Dvorak
NO: Sarchet
MOTION CARRIED
 - b. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2021-53 authorizing the Real Estate Purchase Agreement in the amount of \$800,000
MOTION CARRIED UNANIMOUSLY

- c. **MOTION:** A motion was made by Vogel and seconded by Dvorak to approve Snyder & Associates March 2021 Services invoice in the amount of \$43,370.00
YES: Dvorak, Vogel, Anderson, Sarchet
ABSTAIN: Walters
MOTION CARRIED
- d. **MOTION:** A motion was made by Dvorak and seconded by Anderson to authorize Staff to update the Mask Policy with CDC guideline language
MOTION CARRIED UNANIMOUSLY

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

Recognition: Ron Anderson – East High School Hall of Fame Inductee

- Library Director Noack announced summer reading starts next week following the Farmers Market kick off. She encouraged the public to visit Fareway and round up for the Friends of the Library to support Library Programing. She reported the new Library website is online and live.
- Fire Chief Mitchell said a large trailer will be in the back parking lot for department training for search and rescue.

8. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Vogel to adjourn at 6:15 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date –June 14, 2021

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk