**MEETING MINUTES**

**The City of Polk City**

**City Council Meeting**

**6:00 p.m., June 28, 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 June 28, 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

1. ***MOTION:*** A motion was made by Anderson and seconded by Sarchet to approve the agenda

***MOTION CARRIED UNANIMOUSLY***

1. ***Public Hearings:***
   1. Mayor Morse opened the Public Hearing on a proposal to enter into a General Obligation Corporate Purpose and Refunding Loan Agreement at 6:01pm. City Clerk, Jenny Gibbons, said that the notice was published June 18, 2021, and no comments had been received for or against the proposal. City Manager Huisman provided a report. No one was present that wished to be heard for or against the proposal.

***MOTION:*** A motion was made by Vogel and seconded by Dvorak to close the public hearing at 6:02 p.m.

***MOTION CARRIED UNANIMOUSLY***

* + 1. ***MOTION:*** A motion was made by Vogel and seconded by Walters to approve Resolution 2021-61 taking additional action to enter into a General Obligation Corporate Purpose and Refunding Loan Agreement

***MOTION CARRIED UNANIMOUSLY***

1. ***Public Comments |*** None
2. ***Consent Items***

***MOTION:*** A motion was made by Walters and seconded by Sarchet to approve the consent agenda items.

* 1. City Council Meeting Minutes for June 14, 2021
  2. City Council Work Session Meeting Minutes for June 14, 2021
  3. Receive and file P&Z Commission Meeting Minutes for June 21, 2021
  4. Claims listing June 28, 2021
  5. May 2021 Finance Report
  6. Resolution 2021-62 setting the date for a public hearing on proposal on the vacation of right-of-way easement in the SE ¼ of section 26-81-25 and the NE ¼ of Section 35-81-25
  7. Resolution 2021- 63 Updating and Confirming Staff Salaries for FY22
  8. Acknowledge Library Board approval of Resolution 2021-04L updating and confirming the salaries for the Library Staff
  9. Resolution 2021-64 approving FY21 year-end transfers
  10. Twelve-month Class B Beer Permit for Fenders with Outdoor Services and Sunday Sales effective July 14, 2021
  11. Twelve-month Tobacco Permit for Polk City Liquor effective July 1, 2021
  12. Twelve-month Tobacco Permit for TCI effective July 1, 2021
  13. Resolution 2021-65 appointing Polk City’s representatives for ICAP
  14. Set pay for Samantha Scott at $14 for the Public Works year-round part-time maintenance position
  15. Receive and file the Board of Adjustments Meeting Minutes for June 23, 2021
  16. Resolution 2021-68 approving Construction Drawings for Big Creek Commons Plat 1

***MOTION CARRIED UNANIMOUSLY***

1. ***Business Items*** 
   1. ***MOTION:*** A motion was made by Walters and seconded by Dvorak to approve Resolution 2021-66 approving Final Plat for Big Creek Commons Plat 1

***MOTION CARRIED UNANIMOUSLY***

* 1. ***MOTION:*** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2021-67 approving Site Plan for Lakes Early Learning Center

***MOTION CARRIED UNANIMOUSLY***

* 1. ***MOTION:*** A motion was made by Vogel and seconded by Dvorak to approve Snyder & Associates, Inc. April 2021 Engineering Services Invoice in the amount of $43,574

***YES: Dvorak, Vogel, Anderson, Sarchet***

***ABSTAIN: Walters***

***MOTION CARRIED***

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

* City Manager Huisman mentioned Des Moines Water Works remaining at a Stage 1 for water conservation asking residents to irrigate 25% less. She announced the Kiwanis Club fundraised for three new picnic tables at Kiwanis Park and will hold a photo opportunity Wednesday, June 30th at 4:30pm
* City Council Member Vogel thanked all the staff involved in the Police Event despite the weather issues.
* City Council Member Anderson said he heard only positive comments about the Police Event.
* Public Works Director Schulte said the daily water levels have improved from 900,000 gallons down to 700,000 gallons and attributes that to people listening to the request for water conservation. He said the recent rain has further reduced consumption roughly 100,000 gallons.
* City Council Member Sarchet thanked City Staff for great communication presenting the information and getting cooperation and compliance on irrigation reduction. He thanked Staff for working on the Police Event. He thanked Chief Mitchell for organizing Dan Gubbins Retirement Open House. Sarchet also thanked Staff for being good stewards of tax payers money as the fiscal year ends and the Staff worked hard to find programs and grants to offset the difficulties with Covid and the unknowns that transpired during this fiscal year.

1. ***Adjournment***

***MOTION*:** A motion was made by Anderson and seconded by Vogel to adjourn at 6:16 p.m.

***MOTION CARRIED UNANIMOUSLY***

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Jason Morse, Mayor

*Next Meeting Date* –July 12, 2021

Attest

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Jenny Gibbons, City Clerk