

City of Polk City
Regular Council Meeting
November 24, 2014

The City Council for the City of Polk City met in regular session on November 24, 2014, at City Hall in Polk City, Iowa. Present were Robert Mordini, David Dvorak, Jeff Walters, Dan Lane and Ron Anderson. Also present were Administrator Gary Mahannah, Attorney Amy Beattie and Engineering Representative Kathleen Connor. Mayor Jason Morse called the meeting to order at 6:30 p.m.

Motion was made by Walters to accept the agenda as presented, seconded by Dvorak. Motion was approved unanimously by roll call.

Motion was made by Mordini to approve the Consent Agenda as presented, seconded by Lane. Motion was approved unanimously by roll call.

- A. Approve Council Minutes of November 10, 2014;
- B. Approve Claims dated November 24, 2014;
- C. Receive and file Department Head reports for November, 2014;
- D. Approve 6 month probationary period for Jake Schreier, place into grade step of 11-1 at \$50,287, effective December 1, 2014;
- E. Acknowledge hiring of Suzanne Lindaman as Youth Services Librarian starting November 13, place into grade step of 6-1 at \$14.70/hr.;
- F. Appoint Jennifer Ratcliff as Des Moines Area MPO alternate representative;
- G. Receive and file Planning and Zoning Commission minutes of November 17, 2014.

Tom Cope, representing the Metropolitan Advisory Council (MAC), gave a presentation on the MAC and its functions. Present members of the MAC include 21 cities and 3 counties surrounding the metropolitan area. MAC's purpose is to improve the communication and working relationship of the Central Iowa regions, and be unified in creating model ordinances and legislative issues. The MAC is working on strategic plans for both short term goals and long term priorities.

Joe Butler, Scott Borwig, and Bob Miller were present on behalf of the Polk City Development Corporation. The council received PCDC's third quarter financial report. Motion was made by Lane to receive and file PCDC's 3rd quarter financial reports for 2014, seconded by Mordini. Motion was approved unanimously by roll call.

Motion was made by Dvorak to approve the request from PCDC for payment of \$45,000 for their 2015 fiscal year budget, seconded by Walters. Motion was approved unanimously by roll call.

The Council interviewed firms for updating the city's comprehensive plan. The firms interviewed were JEO Engineering, MSA Professional Services and Snyder and Associates. The Clerk was directed to put further discussion and possible award of the comprehensive plan on the council meeting for December 8, 2014.

No action was taken on the first reading of Ordinance No. 2014-1900, amending Chapter 65, adding a stop sign at 1st and Van Dorn Street. The ordinance will be brought back to council at a later date.

Motion was made by Mordini to approve Change Order No. 1 in the amount of -\$34.00 for the 2013 Street Repair Project, seconded by Lane. Motion was approved unanimously by roll call. The change order reflects the final constructed quantities.

Motion was made by Mordini to approve Resolution No. 2014-111, accepting the 2013 Street Repair Project and approving Pay Application No. 3 (Sub-Final) in the amount of \$190. to TK Concrete Inc., seconded by Lane. Motion was approved unanimously by roll call.

Motion was made by Anderson to approve the 3rd reading of Ordinance No. 2014-1800, adding the Floodplain Overlay District to Chapter 165, Zoning Regulations of the Municipal Code, seconded by Dvorak. Motion was approved unanimously by roll call.

Motion was made by Anderson to approve the Broadway Avenue Access Management Policy, seconded by Walters. Motion was approved unanimously by roll call. The purpose of the policy is to protect access capacity by limiting access on Broadway.

Motion was made by Anderson to approve the S. 3rd Street Access Management Plan, seconded by Mordini. Motion was approved unanimously by roll call. The purpose of the plan is to control traffic on S. 3rd Street.

Motion was made by Lane to approve the Mission Statement for the City, subject to a couple of minor changes, seconded by Anderson. Motion was approved unanimously by roll call.

Jake Schreier, Technology Director, updated the council on the new phone system for City Hall, Police and Fire, which should be installed in the near future. He also reported on the Winter Weather Guide that is on the city's website.

Police Sergeant Bjornson reported on the Des Moines Moms Blog, Touch a Truck event, held on November 15, 2014 at the Community Safety Building. The event held in connection with the Children and Families of Iowa provides an educational and safe environment for kids and families. Police and Fire equipment was on display.

Councilman Walters reported on the Summer Rec Committee meeting. A few of the items recommended were early registration with a dead line, charging a fee for late applications, moving drop off and pick up to the sports complex and increasing fees due to the large increase for busing. Motion was made by Lane to receive and file the minutes and recommendations of the Summer Rec Committee and send on to the Parks Commission for their recommendation, seconded by Anderson. Motion was approved unanimously by roll call.

Kathleen Connor, Engineering Representative, reported on the topography, wet lands and mitigation requirements for the sports field area.

Motion was made by Anderson to adjourn the meeting at 7:24 pm, seconded by Lane. Motion was approved vocally and unanimously.

Jason Morse, Mayor

Attest:

Sharon Nickles, CMC