

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, July 13, 2015
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on July 13, 2015. Before the meeting, staff emailed agenda packets to the City Council and posted the agenda at the City Hall office. **In addition to these published tentative minutes, there also may be additional meeting notes on file with the Polk City staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

City Council Members Present:

Jason Morse | Mayor
Dave Dvorak | Pro Tem
Robert Mordini | City Council Member
Robert Sarchet | City Council Member
Dan Lane | City Council Member
Ron Anderson | City Council Member

Staff Members Present:

Gary Mahannah | City Administrator
Jenny Gibbons | Deputy City Clerk
Jake Schreier | Technology Director
Lindsey Huber | City Finance Officer
Dustin Bjornson | Police Sargent
Amy Beattie | City Attorney
Kathleen Connor | City Engineering Representative

City Council Members Absent:

1. **Call to Order** / Mayor Jason Morse called the meeting to order at 6:30 p.m.
2. **Roll Call** / Mayor Morse, Pro Tem Dvorak, Mordini, Sarchet, Lane, Anderson | In attendance
3. **Approval of Agenda**
MOTION: A motion was made by Anderson and seconded by Lane to approve the agenda.
MOTION CARRIED UNANIMOUSLY
4. **Audience Items**
David Jones of 715 Washington requested consideration for help to replace his driveway due to a leak from his neighbor's water service line that he says is to blame for his driveway issues. Mayor suggested he follow back up with City Administrator, Gary Mahannah to further discuss.
5. **Consent Agenda Items**
MOTION: A motion was made by Anderson and seconded by Lane to approve the consent agenda items.
 1. Consider motion to approve the City Council Meeting Minutes for June 22, 2015
 2. Consider motion to approve the July 13, 2015, Claims Statement
 3. Consider motion to receipt and file the Parks Commission Meeting Minutes for July 6, 2015
 4. Consider motion to receipt and file the Polk City Arts Council Meeting Minutes for June 3, 2015
 5. Consider motion to approve Lindsey Huber as Alternate Representative on the metro Waste Committee
 6. Consider motion to approve the Polk City Development Corporation (PCDC) Four Seasons Festival Quarterly Report
 7. Consider motion to approve the Polk City Development Corporation (PCDC) Quarterly Report
 8. Consider motion to approve Suzanne Willie to serve as the new Board Member on Polk city Arts council Term Ending 12/31/2015
 9. Consider motion to approve Adrian Sankey Tiedens resignation from the Polk City Parks Commission
 10. Consider motion to approve \$1000.00 contribution to the Meals from the Heartland for the Polk City Summer Recreation Program***MOTION CARRIED UNANIMOUSLY***

6. New Business

1. Mayor Morse opened Public Hearing on Vacating of Certain Easements in Bridgeview Plat 1. Acting City Clerk reported the notice was published July 3, 2015 and no written comments for or against the vacation of easements had been received to date. No oral comments were received at the hearing. Casey Schafbuch, McClure Engineering discussed four easements including right of way, storm sewers and proposed right of way no longer needed
MOTION: A motion was made by Mordini and seconded by Sarchet to close the Public Hearing on Vacating of Certain Easements in Bridgeview Plat 1 and to go back to regular session
MOTION CARRIED UNANIMOUSLY

2. Mayor Morse opened Public Hearing on Authorizing Conveyance of Improvements, Property and Permanent Easements to the Des Moines Metropolitan Wastewater Reclamation Authority (WRA). Acting City Clerk reported the notice was published July 3, 2015 and no written comments for or against the amendment had been received to date. No oral comments were received at the hearing. City Administrator, Gary Mahannah discussed all improvements for sanitary sewer and the quit claim to WRA.
MOTION: A motion was made by Dvorak and seconded by Anderson to close the Public Hearing on Authorizing Conveyance of Improvements, Property and Permanent Easements to the WRA and to go back into regular session
MOTION CARRIED UNANIMOUSLY

3. **MOTION:** A motion was made by Anderson and seconded by Sarchet to approve Resolution 2015-47 Authorizing Conveyance of Improvements, Property and Permanent Easements to the WRA
MOTION CARRIED UNANIMOUSLY

4. **MOTION:** A motion was made by Sarchet and seconded by Lane to approve the 3rd reading of Ordinance 2015-600 for the Zoning Amendment, which would restrict additional religious facilities from being permitted in the C-2 Zoning District
Lane, Anderson, Sarchet, Dvorak – Yes
Mordini - No
MOTION CARRIED

5. City Technology & Innovation Director, Jake Schreier discussed changes to IPAD Policy. Addressed Council security questions and concerns and reassured Members that Secured Cellular and Secured Wi-Fi are essentially the same
MOTION: A motion was made by Sarchet and seconded by Anderson to amend Council IPad Policy
Anderson, Mordini, Sarchet, Dvorak – Yes
Lane - No
MOTION CARRIED

6. City Administrator Mahannah discussed the Home Serve Insurance options and answered Council questions about the differences between Home Serve and the Hardship Policy. Mahannah attested that Home Serve is a better alternative with more options for homeowner's
MOTION: A motion was made by Mordini and seconded by Dvorak to approve the Home Serve Insurance contract and homeowner's correspondence and repeal of the Hardship Policy
MOTION CARRIED UNANIMOUSLY

7. **MOTION:** A motion was made by Lane and seconded by Mordini to approve Resolution 2015-51 MidAmerican Light Emitting Diode (LED) Street Lighting Installation Agreement
MOTION CARRIED UNANIMOUSLY

8. City Attorney, Amy Beattie discussed Right-of-Way Agreement with Unite Private Networks to allow work in the Right-Of-Way, but specific to areas listed in agreement because the fees are specific to what is listed. City Administrator Mahannah discussed granting the better access leads to faster service for residents. Agreement will aid better accountable for restoration within 14 days of work completion date.

MOTION: A motion was made by Mordini seconded by Lane to approve the Right-of-Way Agreement between Polk City, Iowa and Unite Private Networks for the installation of Fiber Optic Cables

MOTION CARRIED UNANIMOUSLY

9. City Engineering Representative, Kathleen Connor discussed issues causing change order for Washington and Booth Street Reconstruction Project. Water main straightening, better joints and thrust blocks needed even after several hours of Public Works researching project things were unforeseen because of the older areas dating back to 1950s not being mapped properly

MOTION: A motion was made by Anderson and seconded by Dvorak to approve Change Order #2 in the amount of \$25,549.11

MOTION CARRIED UNANIMOUSLY

10. City Engineering Representative, Kathleen Connor confirmed developer of Twelve Oaks Plat 2 has met requirements. Once there is an established grass land cover the City Clerk can return the security check in the amount of \$39,849

MOTION: A motion was made by Lane and seconded by Dvorak to approve Resolution 2015-54 Accepting the Public Improvements associated with Twelve Oaks Plat 2

Dvorak, Lane, Anderson, Sarchet – Yes

Mordini - Abstained

MOTION CARRIED

7. Mayor Report

1. **MOTION:** A motion was made by Sarchet and seconded by Lane to set a Special Council Meeting for Wednesday, July 15, 2015 at 5:00 p.m.
MOTION CARRIED UNANIMOUSLY
2. Mayor Morse requested the review of a Policy for Citizen Participation at City Council Meetings to be added to Agenda for July 27, 2015
3. Mayor Morse reported on various items happening in the Community.
 - Upcoming 4 Seasons Festival excitement and participation
 - Friday July 17th Opening Ceremonies for Little League Softball State Tournament was a success
 - Sounds in the Square has been well run and well received
 - Chamber Meeting announcement that Iowa Living Magazine is going to start a Polk City/North Polk Edition
 - Publicly acknowledged Shawn Comer, Papa's Pizza Owner, for billboard created on the side of his building for the Town of Polk City. Mayor said it was commendable for a business owner to have such a display for the Community

8. Council Report

1. Pro Tem Dvorak shared positive comments about Papa's mural
2. Sarchet discussed upcoming Bond Vote August 4, 2015 and the urgency for getting the word out for expanding facilities. Also mentioned Parker Townhomes I has been noticed that a couple trees from original planting need attention
3. Mordini said Papa's mural is great and would be interested in somehow acknowledging Shawn Comer for his efforts and showcasing the work that has been done. Also asked for options on Tree Group Preservations Organizations to pass on to citizens that have requested information
4. Anderson reported involvement with the Little League Softball State Tournament a success. Seeing lots of participation, hearing lots of praise, and seems that people are really enjoying themselves. Thanked several people in the community for their hard work organizing the Tournament and all of their volunteer hours
5. Lane nothing more to add

9. Council Discussion

Coyotes continue to be a nuisance in town. Police Sargent Dustin Bjornson discussed several calls received last fall reporting sightings and more sightings reported in recent weeks. Bjornson reported that the Police

Department has contacted DNR, Corps of Engineers, Agriculture groups, Iowa Trapping Associations and City of Johnston for suggestions on solutions and will continue to research viable options.

10. City Administrator Report / Nothing at this time

11. City Reports

1. Attorney | Nothing at this time
2. City Engineering Representative, Kathleen Connor stated the Comprehensive Plan Committee will have a booth at the 4 Seasons Festival
3. Public Works | No report
4. City Technology & Innovation Director, Jake Schreier reported on the email migration from .org accounts to .gov. Requested Council contact him to set up new accounts by appointment or prior to next meeting. Requested Council communicated upcoming items as soon as possible to get posted on City Website
5. Library | Dan Lane passed on summer reading program enrollment reached 368 children
6. Police | Nothing at this time
7. Fire | Nothing at this time
8. Citizen Liaison | No report

12. Closed Session

MOTION: A motion was made by Anderson and seconded by Dvorak to go into closed session at 7:45 p.m. under Code of Iowa Section 21.5 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

MOTION CARRIED UNANIMOUSLY

Council went back into regular session at 8:17 p.m.

13. Adjournment

MOTION: A motion was made by Anderson and seconded by Lane to adjourn at 8:18 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, July 27, 2015

Jenny Gibbons – Acting City Clerk