

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:30 p.m., Monday, August 10, 2015**  
**City Hall**

Polk City, City Council held a meeting at 6:30 p.m., on August 10, 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.**

**Mayor and City Council Members Present:**

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

**Staff Members Present:**

Lindsey Huber | City Finance Officer  
Jenny Gibbons | Acting City Clerk  
Jake Schreier | Technology Director  
Mike Schulte | Public Works Director  
Dan Gubbins | Fire Chief  
Dustin Bjornson | Police Sargent  
Amy Beattie | City Attorney  
Kathleen Connor | City Engineer Representative

**City Council Members Absent:**

Robert Sarchet | City Council Member

1. **Call to Order** / Mayor Jason Morse called the meeting to order at 6:30 p.m.
2. **Roll Call** / Mordini, Pro Tem Dvorak, Lane, Anderson| In attendance  
Sarchet | Absent
3. **Approval of Agenda**  
*MOTION:* A motion was made by Anderson and seconded by Dvorak to approve the agenda.  
*MOTION CARRIED UNANIMOUSLY*
4. **Public Comments** / No Comments
5. **Consent Agenda Items**  
*MOTION:* A motion was made by Dvorak and seconded by Lane to approve the consent agenda items.
  1. Consider motion to approve the City Council Meeting Minutes for July 27, 2015
  2. Consider motion to approve the August 10, 2015 Claims
  3. Consider motion to approve Resolution 2015-63 Snyder & Associates June Invoice in the amount of \$34,356.04
  4. Consider motion to approve sponsorship in the amount of \$250 for the 23<sup>rd</sup> annual Big Creek Fall Bike Ride
  5. Consider motion to approve hiring of Jenny Gibbons as City Clerk, Grade 10, Step 4, \$51,205
  6. Consider motion to approve advertising for a replacement Deputy City Clerk
  7. Consider motion to receipt and file the July Polk City Police Report
  8. Consider motion to accept Firefighter/Paramedic Chris Roberts Resignation from the Fire Department effective August 14, 2015
  9. Consider motion to receipt and file the July Polk City Water Department Monthly Report
  10. Consider motion to receipt and file the Polk City Arts Council Meeting Minutes for July 7,2015*MOTION CARRIED UNANIMOUSLY*

6. **New Business**

1. **MOTION:** A motion was made by Lane and seconded by Anderson to approve the Second Reading of Ordinance 2015-800 Vacating Certain Easements for Bridgeview Plat 1  
**MOTION CARRIED UNANIMOUSLY**
  - A. **MOTION:** A motion was made by Lane and seconded by Anderson to approve waiving the Third Reading of Ordinance 2015-800 Vacating Certain Easements for Bridgeview Plat 1  
**MOTION CARRIED UNANIMOUSLY**
2. Kathleen Conner, City Engineering Representative summarized the details of Change Order No. 3 request for the Washington and Booth Street Reconstruction Project and the progress on the Project with recommendation to approve Pay Application No. 4
  - A. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2015-60, Change Order No. 3 in the amount of \$63,477.58  
**MOTION CARRIED UNANIMOUSLY**
  - B. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2015-61, Pay Application No. 4 in the amount of \$337,748.93  
**MOTION CARRIED UNANIMOUSLY**
3. **MOTION:** A motion was made by Lane and seconded by Mordini to approve new Fire Department Billing and Collections Policy  
**MOTION CARRIED UNANIMOUSLY**
4. **MOTION:** A motion was made by Dvorak seconded by Mordini to approve Resolution 2015-62 amending Emergency Response Fees  
**MOTION CARRIED UNANIMOUSLY**
5. Mike Schulte, Director of Public works, reviewed details regarding request for Public Works Tandem Axle Truck and Snow Removal Equipment Purchase
  - C. **MOTION:** A motion was made by Mordini and seconded by Lane to approve the purchase of the tandem axle truck chassis from O'Halloran International in the amount of \$42,472 (with trade in)  
**MOTION CARRIED UNANIMOUSLY**
  - D. **MOTION:** A motion was made by Dvorak and seconded by Lane to approve the purchase of the equipment from Hawkeye Truck Equipment in the amount of \$74,500  
**MOTION CARRIED UNANIMOUSLY**

7. **Mayor Report**

1. Finance Committee Meeting set for Monday, August 24, 2015 at 5:00 pm
2. Mayor Morse congratulated the Central Iowa Little League Girls Softball Team for winning at Regionals and heading to the World Series in Portland Oregon
3. Mayor Morse shared his opinion regarding the Bond Vote results and requests that Council refocus on making the most out of what Polk City currently has available for residents

8. **Council Report**

1. Anderson honored to be a part of Central Iowa Little League Girls Softball Team and appreciates Polk City's support. Over 200 people attended the sendoff Sunday night
2. Mordini discussed options for using metal detection on the Square for the benefit of historical preservation
3. Dvorak requested a second opinion and alternative solutions for the Pond situation in Marina Cove
4. Lane shared disappointment with the Bond Vote results, thought it would be closer

9. **Council Discussion** / No Discussion

10. **City Administrator Report** / Nothing at this time

11. **City Reports**

1. Attorney | Nothing at this time
2. City Engineering Representative, Kathleen Connor shared that the booth for the Comprehensive Plan at the Four Season's Festival was well attended, nothing new necessarily came to light, but reached a different demographic
3. Public Works | Nothing more
4. City Technology & Innovation Director, Jake Schreier reported the email migration is complete, no outages expected except for maintenance. Council Members need to turn in IPAD's if they would like email accounts merged. Council Members also need to select data plan before month end
5. City Finance Officer | Nothing at this time
6. Fire | Nothing more
7. Police | Nothing at this time
8. Library | Nothing at this time
9. Citizen Liaison | Ken Thornton discussed the Bond Vote and his disappointment in the results, but cautioned Council to avoid the political side of things and focus on the kids. Offered his help for anything the Council and Commission may require in making the most of what Polk City has to offer

**12. Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Lane to adjourn at 7:20 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – Monday, August 24, 2015*

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Jason Morse, Mayor

Attest:

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Jenny Gibbons, City Clerk