

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, September 28, 2015
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on September 28, 2015. The Agenda was posted at the City Hall office as required 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
Robert Sarchet | City Council Member
Dan Lane | City Council Member
Ron Anderson | City Council Member

Citizen Liaison Present:

Ken Thornton

Staff Members Present:

Lindsey Huber | City Finance Officer
Jenny Gibbons | City Clerk
Kathleen Conner | City Engineering Representative
Amy Beattie | City Attorney
Mike Schulte | Public Works Director
Dustin Bjornson | Police Sargent
Kim Kellogg | Library Director
Jake Schreier | Technology & Innovation Director
Dan Gubbins | Fire Chief

1. **Call to Order** / Mayor Jason Morse called the meeting to order at 6:30 p.m.
2. **Roll Call** / Mordini, Sarchet, Pro Tem Dvorak, Lane, Anderson| In attendance
3. **Approval of Agenda**
MOTION: A motion was made by Anderson and seconded by Sarchet to approve the agenda.
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** / No Comments
5. **Consent Agenda Items**
MOTION: A motion was made by Mordini and seconded by Dvorak to approve the consent agenda items.
 1. Consider motion to approve the City Council Meeting Minutes for September 14, 2015
 2. Consider motion to approve the September 28, 2015 Claims
 3. Consider motion to approve the August 2015 Finance Report
 4. Consider motion to receipt and file the September 21, 2015 Planning and Zoning Commission Meeting Minutes
 5. Consider motion to approve Resolution 2015-67 City Street Financial Report
 6. Consider motion to approve amendment to Marketing Agreement with HomeServe USA
 7. Consider motion to accept administrative personnel Katie Pace Resignation from the Fire Department effective September 21, 2015
 8. Consider motion to approve Resolution 2015-71 approving donation of abandoned bikes
 9. Consider motion to receipt and file the August 2015 Police Report***MOTION CARRIED UNANIMOUSLY***
6. **New Business**
 1. Supervisor Robert Brownell provided Polk County Update.
 2. *MOTION:* A motion was made by Mordini and seconded by Lane to approve Resolution 2015-70 for Pay Application No. 5 for Booth/Washington Construction Project in the amount of \$170,607.55
MOTION CARRIED UNANIMOUSLY
7. **Mayor Report**
 1. Finance Committee Meeting set for Monday October 12, 2015 at 5:00 pm
 2. Personnel Committee Meeting scheduled for Monday, October 12, 2015 at 5:45 pm
 3. Mayor Morse provided an update regarding the search for a new Police Chief. Mayor Morse appointed a committee comprised of Council Members, Mordini and Dvorak along with himself and City Administrator, Gary

Mahannah and City Finance Officer, Lindsey Huber. This committee will be responsible to bring recommendations to the Finance and Personnel Committees, then ultimately Council to move forward with a plan

8. **Council Report**

1. Lane thanked the Council for sending him to the League Conference.
2. Sarchet provided a brief update on progress regarding cosmetic improvements to the Square Park.
3. Mordini and Dvorak both expressed appreciation for Polk County's political and financial support. Shared appreciation for the partnership and the updates on progress the County is making on matters that count.

9. **Council Discussion** | No discussion

10. **City Administrator Report** | No report

11. **City Reports**

1. City Engineering Representative provided an update on the Proposed Comprehensive Plan, Steering Committee Stakeholder meeting schedule for October 19, 2015 at 4:30 pm. Followed by an Open House at the Community Room for all residents on November 16, 2015 at 4:30 pm.
2. Finance Officer, Lindsey Huber reported that the auditors were in last week.
3. Fire Chief, Dan Gubbins conveyed his appreciation to the Ankeny Fire Department for all of their help covering our Community in recent days.
4. Police Sargent, Dustin Bjornson reported good participation for the annual Punt/Pass/Kick event.
5. Library Director, Kim Kellogg advised that the Police organized educational program with the DNR on Coyotes was held at the Library and had a good turnout of 31 people in attendance.

12. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Lane to adjourn at 6:57 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, October 12, 2015

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk