

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, October 12, 2015
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on October 12, 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 Absent:

Ken Thornton

Staff Members Present:

Gary Mahannah | City Administrator
Jenny Gibbons | City Clerk
Lindsey Huber | City Finance Officer
Amy Beattie | City Attorney
Kathleen Conner | City Engineering Representative
Roger Sanders | Interim Police Chief
Kim Kellogg | Library Director
Jake Schreier | Technology & Innovation Director
Dan Gubbins | Fire Chief
Mike Shulte | Public Works Director
Tanner Rickertsen | Police Officer

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** / Mayor Morse addressed the audience regarding the Police Department. Mayor welcomed newly appointed Interim Police Chief Roger Sanders. The following people made comments to Mayor and Council:

1. Laurie Navin, 411 Kings Place
2. Rose Taylor, 402 Van Dorn
3. Michael Callahan 610 E Southside
4. James Frank, 204 Madison Dr.
5. Jim Ruddy, 1228 Westside Dr.
6. Abby Mahoney, 609 Phillips
7. Dwayne Meyers, owner of Car Wash at 301 Sandpiper
8. Jeff Palmer, 610 Stippich,
9. Kristen Anderson, 625 Lincoln St
10. Frank Clark, 1316 Lyndale Dr.
11. Glen Nicholson, 710 Waldo

Mayor Morse asked Council to address the audience and each member made comments.

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 September 28, 2015
2. Consider motion to approve the October 12, 2015 Claims
3. Consider motion to receipt and file the October 5, 2015 Parks Commission Meeting Minutes
4. Consider motion to receipt and file the August 24, 2015 Polk City Arts Council Meeting Minutes
5. Consider motion to approve MidAmerican Energy grant of license for the City of Polk City to use its 4 utility poles on N 3rd St North of E Northside Dr. for Christmas decorations
6. Consider motion to receipt and file the Polk City Development Corporation (PCDC) Four Seasons Festival

Report

7. Consider motion to receipt and file the Polk City Development Corporation (PCDC) Quarterly Report
8. Consider motion to approve Fire Marshall Jason Cutsforth military leave of absence from the Polk City Fire Department effective October 1st through January 15th 2016
9. Consider motion to approve appointment of Lieutenant Craig VerHeul as acting Fire Marshall
10. Consider motion to approve updated EMS Billing Contract with Fraser Transportation and the City of Polk City effective October 30, 2015
11. Consider motion to receipt and file the September 2015 Fire Department Report
12. Consider motion to approve Parks Commission recommendation for the Polk City Chamber proposal of the annual Square Lighting on the City Square December 1, 2015, 6 pm – 8 pm.
13. Consider motion to approve Parks Commission recommendation for the Trick or Trunk event on the City Square October 30, 2015 6 pm – 8 pm
14. Consider motion to receipt and file the September 2015 Water Department Report
15. Consider motion to approve Resolution 2015-75, Snyder & Associates, Engineering Invoice for August 2015
16. Consider motion to receipt and file the October 5, 2015 Special Recreational Meeting Minutes

MOTION CARRIED UNANIMOUSLY

6. New Business

1. ***MOTION:*** A motion was made by Sarchet and seconded by Dvorak to approve Brian Armstrong, 635 Timberline Dr. water line repair bill in the amount of \$913 under the Hardship Policy Water-03 as recommended by Finance Committee September 28, 2015

MOTION CARRIED UNANIMOUSLY

2. ***MOTION:*** A motion was made by Lane and seconded by Mordini to approve Resolution 2015-72 to confirm Mayor Appointment of Roger Sanders as Interim Police Chief, paid at \$6000 per month

MOTION CARRIED UNANIMOUSLY

3. ***MOTION:*** A motion was made by Lane and seconded by Anderson to approve Resolution 2015-73 to confirm Tax Increment Payments to Polk City Dental, LLC

MOTION CARRIED UNANIMOUSLY

4. ***MOTION:*** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2015-74 Sanitary Sewer Construction Drawings for Deer Haven Plat

MOTION CARRIED UNANIMOUSLY

7. **Mayor Report** | Mayor Morse reported on a Special Recreational Meeting that was held on Monday October 5, 2015 between the City and both the Little League and Soccer Club to discuss status of the organizations and begin discussions on planning for the upcoming Spring Seasons.

8. Council Report

1. Lane expressed his appreciation for residents attending Council Meetings and getting involved.
2. Anderson thanked Council for all of their hard work and appreciated all the comments from residents. Assured everyone that Council doesn't take things lightly and progress may move slow but just so things are done right. Goal is to make Polk City an even better place to live.
3. Mordini stated appreciation for group of residents that attended meeting.
4. Sarchet said the MAC meeting was pushed back. Provided update on his progress for improvement ideas for the City Square.
5. Dvorak discussed Park's Commission meeting ideas to meet at the City Parks to prepare for the 2016/17 Budget.

9. **Council Discussion** | Discussion on HomeServe Insurance upcoming kick-off meeting.

10. **City Administrator Report** | Highway 415 study has been completed, Iowa Department of Transportation plans to repave South of Bridge Road in 2017, project to include turn lanes for Southside Dr., Pine Ridge Dr. and Sandpiper Ct. Tony

Gustafson, Assistant District 1 Engineer at Iowa Department of Transportation will attend future Council Meeting to discuss further.

11. City Reports

1. City Engineering Representative, Kathleen Conner, stated that the Comprehensive Plan Open House is scheduled for Monday, November 16, 2015 4:30 p.m. to 6:30 p.m. in the Community Room.
2. Public Works Director, Mike Schulte, provided update on the Washington/Booth Reconstruction Project and the annual Sewer Maintenance progress.
3. Technology and Innovation Director, Jake Schreier, advised the seven new maps for the Comprehensive Plan are live on the City Website.
4. Finance Officer, Lindsey Huber, advised Council on the upcoming Budget season, she will be sending out a schedule and have kick-off meeting something early November 2015.
5. Fire Chief, Dan Gubbins conveyed his appreciation to the Ankeny Fire Department for all of their help covering our Community in recent days.
6. Police Officer, Tanner Rickertsen, provided an update on the upcoming activities including the Fall Festival scheduled Saturday October 24, 11 a.m. – 3 p.m. at the Fire Station, educational visit to West Elementary on Tuesday and Wednesday October 27 and 28 to discuss Halloween Trick or Treat safety, and the Trunk or Treat event on the Square scheduled for Friday October 30 from 6 p.m. to 7 p.m.
7. Library Director, Kim Kellogg thanked Public Works for coordinating the concrete work that the Friends of the Library contributed.

12. Adjournment

MOTION: A motion was made by Anderson and seconded by Lane to adjourn at 7:54 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, October 26, 2015

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk