

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:30 p.m., Monday, November 9, 2015**  
**City Hall**

Polk City, City Council held a meeting at 6:30 p.m., on November 9, 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  
Jake Schreier | Technology & Innovation Director  
Randy Franzen | Public Works Supervisor  
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 Dvorak to approve the agenda.  
***MOTION CARRIED UNANIMOUSLY***
4. **Public Comments** / None
5. **Consent Agenda Items**  
*MOTION:* A motion was made by Dvorak and seconded by Sarchet to approve the consent agenda items.
  1. Consider motion to approve the City Council Meeting Minutes for October 26, 2015
  2. Consider motion to approve the November 9, 2015 Claims
  3. Consider motion to receipt and file the November 2, 2015 Parks Commission Meeting Minutes
  4. Consider motion to approve a 4-way stop event at 3<sup>rd</sup> and Broadway, to raise funds for North Polk Prom, Saturday November 14, 2015 from 8 am to 12 noon
  5. Consider motion to approve Resolution 2015-83 Snyder Engineering Invoice for September 2015 services***MOTION CARRIED UNANIMOUSLY***
6. **New Business**
  1. Dave Stone, Associate Director, Bravo Greater Des Moines, provided an annual update
  2. *MOTION:* A motion was made by Lane and seconded by Mordini to approve Polk city Development Corporation (PCDC) 2016 Budget request in the amount of \$45,000  
***MOTION CARRIED UNANIMOUSLY***
  3. *MOTION:* A motion was made by Sarchet and seconded by Mordini to approve Resolution 2015-86 Deer Haven Plat 1 Construction Drawings  
***MOTION CARRIED UNANIMOUSLY***
  4. *MOTION:* A motion was made by Lane and seconded by Anderson to approve Resolution 2015-82 City Salaries  
***MOTION CARRIED UNANIMOUSLY***
  5. *MOTION:* A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2015-84 Amendment No. 2 Development Agreement between Polk County, Iowa, Big Creek Development, L.C. and Polk City, Iowa.  
***YES: Sarchet, Anderson, Mordini, Dvorak***  
***NO: Lane***  
***MOTION CARRIED***

6. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Resolution 2015-85 Second Amendment to Agreement between Polk City, Iowa and Big Creek Development, L.C.  
**MOTION CARRIED UNANIMOUSLY**
7. **MOTION:** A motion was made by Anderson and seconded by Lane to approve cancelling the December 28, 2015 Council Meeting  
**MOTION CARRIED UNANIMOUSLY**
8. **MOTION:** A motion was made by Anderson and seconded by Mordini to approve Public Works Well Maintenance in the amount of \$11,775  
**MOTION CARRIED UNANIMOUSLY**
9. **MOTION:** A motion was made by Sarchet and seconded by Lane to approve replacement of Public Works high service pump with high efficiency pump in the amount of \$5,383.33  
**MOTION CARRIED UNANIMOUSLY**

7. **Mayor Report** | Mayor Morse congratulated re-elected officials. He discussed Special Recreational Meeting that was held Monday November 2, 2015. Mayor also thanked Public Works and the Polk City Police Department for all of their work.

8. **Council Report**

1. Sarchet reported on Four Seasons Festival meeting that was held with Kiwanis.
2. Dvorak thanked everyone for their support and stated he is excited for the next 4 years.
3. Lane congratulated fellow Council Members and reported that it is budget time for Metro Waste Authority.
4. Anderson thanked everyone for their support and shared recent resident feedback he'd received with Council

9. **Council Discussion** | HomeServe timeline was discussed along with alternative options

10. **City Administrator Report** | Gary Mahannah congratulated Council on re-election and suggested members be sworn into office during December 14, 2015 Council Meeting. He as reviewed changes that the Fire Department has recently made to the Burn Policy. And reported that the non-emergency Police phone line will now be answered by City Hall Staff when Officers are unavailable. Mahannah reported on the Public Works break in that took place Thursday, October 29, 2015. Two trucks and various tools were taken, original loss estimated over \$150,000 but trucks were recovered and unharmed reducing loss to an estimated \$65,000.

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 Supervisor, Randy Franzen, reported on progress with Doc Simmer Memorial Park. Brush and tree removal about 90% complete and drainage improvements will be started after ground freezes.
3. Technology & Innovation Director, Jake Schreier, reviewed audio and video streaming options for Council Meetings in his memo, Council requested this item be on the next Agenda. He also reported on GIS Committee Meeting held recently.
4. Fire Chief, Dan Gubbins, stated that the Paid on Call Recruitment Open house is November 21, 2015
5. Police Chief, Roger Sanders, provided department stats along with information on various cases the department has been working. He also discussed the recent safety seminar the officers conducted at West Elementary and the success of the new Trunk or Treat event, over 200 kids were estimated in attendance.

12. **Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Lane to adjourn at 7:38 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – Monday, November 23, 2015*

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Jason Morse, Mayor

Attest:

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Jenny Gibbons, City Clerk