

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, January 25, 2016
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on January 25, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>Mayor and City Council Members Present:</u> Jason Morse Mayor Rob Mordini City Council Member Ron Anderson Pro Tem Dave Dvorak City Council Member Dan Lane City Council Member</p> <p><u>City Council Members Absent:</u> Robert Sarchet City Council Member</p> <p><u>Citizen Liaison Absent:</u> Ken Thornton Citizen Liaison</p>	<p><u>Staff Members Present:</u> Gary Mahannah City Administrator Jenny Gibbons City Clerk Amy Beattie City Attorney Roger Sanders Interim Police Chief Jake Schreier Technology & Innovation Director Mike Schulte Public Works Director</p>
---	--

1. **Call to Order** / Mayor Jason Morse called the meeting to order at 6:30 p.m.
2. **Roll Call** / Mordini, Anderson, Lane, Dvorak | In attendance
Sarchet | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Anderson and seconded by Dvorak to approve amending agenda by removing items a. motion to waive the Third Reading and publish as required by law on items 3-12
MOTION CARRIED UNANIMOUSLY
4. **Public Comments** / None
5. **Amended Consent Agenda Items**
MOTION: A motion was made by Lane and seconded by Mordini to approve the amended consent agenda items.
 1. Consider motion to approve the City Council Meeting Minutes for January 11, 2016
 2. Consider motion to receipt and file the Planning & Zoning Commission Minutes for January 18, 2016
 3. Consider motion to approve the January 25, 2016 Claims
 4. Consider motion to approve the December 2015 Finance Report
 5. Consider motion to confirm appointment of Shari Miller to the Arts Council, term ending 12/31/2020
 6. Consider motion to confirm appointment of Matt Volesky to the Arts Council, term ending 12/31/2020
 7. Consider motion to approve Resolution 2016-3 approving Recognition Event April 8, 2016 in the amount not to exceed \$4500.00
 8. Consider motion to approve Resolution 2016-4 Snyder & Associates, Inc. Engineering Invoice for November 2015 in the amount of \$15,581.05
 9. Consider motion to approve Resolution 2016-7 Snyder & Associates, Inc. Engineering Invoice for December 2015 in the amount of \$14,720.50**MOTION CARRIED UNANIMOUSLY**
6. **New Business**
 1. **MOTION:** A motion was made by Dvorak and seconded by Lane to approve Resolution 2016-5 Plat of Survey and Lot Tie agreement for Douglas and Deborah Sires of 1201 Oakwood Dr.
 2. Wolf Creek Townhomes:

- a. **MOTION:** A motion was made by Lane and seconded by Dvorak to approve Ordinance No. 2016-1100 Vacating a Water Main Easement in Wolf Creek Townhomes Plat 6
MOTION CARRIED UNANIMOUSLY
 - i. **MOTION:** A motion was made by Lane and seconded by Anderson to waive the 2nd and 3rd reading of Ordinance No. 2016-1100 and publish as required by law
MOTION CARRIED UNANIMOUSLY
 - b. **MOTION:** A motion was made by Dvorak and seconded by Lane to approve Ordinance No. 2016-1200 Vacating Various Easements in Wolf Creek Townhomes Plat 9
 - i. **MOTION:** A motion was made by Mordini and seconded by Lane to waive the 2nd and 3rd reading of Ordinance No. 2016-1200 and publish as required by law
MOTION CARRIED UNANIMOUSLY
 - c. **MOTION:** A motion was made by Anderson and seconded by Lane to approve Resolution No. 2016-08 Waiving Enforcement of PUTD Ordinance No. 2005-700 Requirements as it applies to the 25' clearance between Lot 7 of Wolf Creek Townhomes Plat 8 and Lot 4 of Wolf Creek Townhomes Plat 11
MOTION CARRIED UNANIMOUSLY
 - d. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution No. 2016-09 Accepting Public Improvements for Plats 9, 11, and 12
MOTION CARRIED UNANIMOUSLY
 - e. **MOTION:** A motion was made by Mordini and seconded by Anderson to approve Resolution No. 2016-10 Approve Final Plat for Wolf Creek Townhomes Plat 11
MOTION CARRIED UNANIMOUSLY
 - f. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution No. 2016-11 Approve Final Plat for Wolf Creek Townhomes Plat 12
MOTION CARRIED UNANIMOUSLY
3. **MOTION:** A motion was made by Mordini and seconded by Anderson to approve the Second Reading of Ordinance No. 2016-100 amending Chapter 92, Water Rates, Section 92.04, Billing for Water Service, 4. Shut off Notices & 5. Handling fee of any dishonored payment; and Section 92.05, Service Discontinued, 4. Fees
MOTION CARRIED UNANIMOUSLY
 4. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve the Second Reading of Ordinance No. 2016-200 amending Chapter 69, Parking Regulations, Section 69.11, Winter Parking
MOTION CARRIED UNANIMOUSLY
 5. **MOTION:** A motion was made by Mordini and seconded by Anderson to approve the Second Reading of Ordinance No. 2016-300 amending Chapter 70, Traffic Code Enforcement Procedures, Section 70.03, Parking Violations: Alternate
MOTION CARRIED UNANIMOUSLY
 6. **MOTION:** A motion was made by Mordini and seconded by Lane to approve the Second Reading of Ordinance No. 2016-400 amending Chapter 135, Street Use and Maintenance, Section 135.13, Fines for Debris or Dumping of Snow onto a street or alley
MOTION CARRIED UNANIMOUSLY
 7. **MOTION:** A motion was made by Dvorak and seconded by Anderson to approve the Second Reading of Ordinance No. 2016-500 amending Chapter 22, Planning and Zoning Commission, Section 22.06, Absenteeism
YES: Anderson, Dvorak, Mordini
NO: Lane
MOTION CARRIED
 8. **MOTION:** A motion was made by Mordini and seconded by Anderson to approve the Second Reading of Ordinance No. 2016-600 amending Chapter 23, Parks Commission, Section 23.08, Absenteeism
YES: Anderson, Dvorak, Mordini
NO: Lane
MOTION CARRIED
 9. **MOTION:** A motion was made by Dvorak and seconded by Mordini to approve the Second Reading of Ordinance No. 2016-700 amending Chapter 24, Historic Preservation Commission, Section 24.05, Absenteeism
YES: Mordini, Anderson, Dvorak
NO: Lane
MOTION CARRIED
 10. **MOTION:** A motion was made by Mordini and seconded by Anderson to approve the Second Reading of Ordinance No. 2016-800 amending Chapter 26, Tree Board, Section 26.05, Absenteeism

YES: Anderson, Dvorak, Mordini

NO: Lane

MOTION CARRIED

11. **MOTION:** A motion was made by Anderson and seconded by Mordini to approve the Second Reading of Ordinance No. 2016-900 amending Chapter 27, Arts Council, Section 27.07, Absenteeism

YES: Mordini, Anderson, Dvorak

NO: Lane

MOTION CARRIED

12. **MOTION:** A motion was made by Dvorak and seconded by Mordini to approve the Second Reading of Ordinance No. 2016-1000 amending Chapter 21, Library Board, Section 21.13, Absenteeism

YES: Mordini, Anderson, Dvorak

NO: Lane

MOTION CARRIED

7. **Mayor Report** | Mayor Morse shared that he had presented his annual City update at the last Polk City Chamber meeting. His comments were well received and he is looking forward to presenting to a couple other area groups in the near future. Mayor discussed the recent Des Moines Convention & Visitors Bureau meeting which he recently attended and the value of being a board member. Mayor recently met with NP United Soccer and again reiterated the position of the City regarding field expansion due to the failed bond measure. He has encouraged Clubs to be creative in scheduling and explore other alternatives to expansion. He has asked for a representative to attend a future Council Meeting to provide an update on the program. He has also requested Staff to review the current Ordinance and or Policies surrounding the Sports Complex and bring recommendations for updates forward for approval.

8. **Council Report**

1. Mordini followed up and agreed with the Mayor's comments regarding the failed bond measure and State of the current Sports Complex. He suggests groups utilizing the facilities be creative and make the best of the situation. He also commented that the taxpayers message was clear and available budgeted funds are very limited and will only go so far
2. Anderson agreed with the Mayor and Councilmen Mordini and reiterated the comments.
3. Lane attended a Bicycle Coalition meeting where Polk County Conservation (PCC) is proposing rules regarding the use of Other Power Driven Mobility Devices on PCC managed lands, Lane recommends Polk City adopts a similar policy for the City owned trails

9. **Council Discussion** | No report

10. **City Administrator Report** | Gary Mahannah reported analytics on Home Serve contracts issued to date, 35 water coverage policies and 3 sewer coverage policies

11. **City Reports**

1. Technology and Innovation Director, Jake Schreier reported that the first live stream broadcast of the Council Meeting was viewed 45 times, with a couple of post views again on the 14th and 15th.

12. **Adjournment**

MOTION: A motion was made by Anderson and seconded by Lane to adjourn at 7:05 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, February 8, 2016

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk