

**MEETING MINUTES**  
**The City of Polk City**  
**City Council Meeting**  
**6:30 p.m., Monday, March 14, 2016**  
**City Hall**

Polk City, City Council held a meeting at 6:30 p.m., on March 14, 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><b><u>Mayor Pro Tem and City Council Members Present:</u></b> Jason Morse   Mayor Ron Anderson   Pro Tem Rob Mordini   City Council Member Dave Dvorak   City Council Member Dan Lane   City Council Member Robert Sarchet   City Council Member</p> <p><b><u>Citizen Liaison Present:</u></b> Ken Thornton   Citizen Liaison</p>	<p><b><u>Staff Members Present:</u></b> Gary Mahannah   City Administrator Lindsey Huber   City Finance Director Jenny Gibbons   City Clerk Amy Beattie   City Attorney Laura Lamberty, P.E.   City Engineer Roger Sanders   Interim Police Chief Dan Gubbins   Fire Chief Kim Kellogg   Library Director Mike Schulte   Public Works Director Jake Schreier   Technology Director</p>
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1. **Call to Order** / Mayor Morse called the meeting to order at 6:30 p.m.

2. **Roll Call** / Mordini, Sarchet, Anderson, Lane, Dvorak | In attendance

3. **Approval of Agenda**

***MOTION:*** A motion was made by Anderson and seconded by Mordini to approve an amended agenda pulling item # 16 Consider motion to recommend to Council the approval for the Middle School Softball teams to use the softball field and pitching machine at the PC Sports Complex from 4pm – 5:30pm for the following dates this Spring: 5/23, 5/25, 5/27, 5/31, 6/2, 6/3

***MOTION CARRIED UNANIMOUSLY***

4. **Public Comments** / None

5. **Consent Agenda Items**

***MOTION:*** A motion was made by Mordini and seconded by Sarchet to approve the amended consent agenda items.

1. Consider motion to approve the City Council Meeting Minutes for February 22, 2016
2. Consider motion to approve the City Council Workshop Minutes for February 22, 2016
3. Consider motion to receipt and file the Parks Commission Minutes for March 7, 2016
4. Consider motion to approve the March 14, 2016 Claims
5. Consider motion to approve the Order Accepting Acknowledgement/Settlement Agreement with Tournament Club of Iowa
6. Consider motion to approve Class C liquor License for American Legion Polk City Post 322 with Outdoor Services and Sunday Sales
7. Consider motion to receipt and file the February 2016 Water Report
8. Consider motion to approve Class C Liquor License for Brad and Cindy Martin doing business as Polk City Pub located at 217 W. Broadway Street with Outdoor Services and Sunday Sales
9. Consider motion to approve changing the first date for Sounds on the Square from May 27, 2016 to May 20, 2016
10. Consider motion to approve Resolution 2016-19 approving Snyder & Associates January 2016 invoice in the amount of \$28,972.94
11. Consider motion to approve Temporary Site Plan for Cornerstone Dental Customer Appreciation Event; June 16, 2016 4:00pm – 7:30pm

12. Consider motion to approve hiring Doug Tripple as a paid on call firefighter/paramedic starting at grade 6, step 1 or \$14.95 per hour
13. Consider motion to receipt and file the January 4, 2016 Library Board Meeting Minutes
14. Consider motion to receipt and file the February 2016 Library Stats
15. Consider motion to receipt and file the February 2016 Police Activity Report
16. PULLED
17. Consider motion to approve annual donation of \$500 to the North Polk Post Prom  
**MOTION CARRIED UNANIMOUSLY**

**6. New Business**

1. FY 16-17 Budget
  - a. Public Hearing opened at 6:33pm, City Clerk, Jenny Gibbons, reported the notice was published February 26, 2016 and that no written or verbal comments had been received for or against the Budget. City Administrator, Gary Mahannah provided a report on the FY 16-17 Budget.  
**MOTION:** A motion was made by Anderson and seconded by Dvorak to close the Public Hearing at 6:35pm and reopen the regular meeting  
**MOTION CARRIED UNANIMOUSLY**
  - b. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2016-20 approving the Budget FY 16-17  
**MOTION CARRIED UNANIMOUSLY**
  - c. **MOTION:** A motion was made by Sarchet and seconded by Lane to approve Resolution 2016-21 identifying certain FY 16-17 Budget expenditures and their funding source  
**MOTION CARRIED UNANIMOUSLY**
2. **MOTION:** A motion was made by Lane and seconded by Anderson to approve the FY 17-18 Budget Schedule  
**MOTION CARRIED UNANIMOUSLY**
3. Leslie Irlbeck with Metro Waste Authority presented Yard Waste Collection options from the Curb and Co-Mingling pros and cons
4. Carla Madson did not appear before Council  
**NO ACTION WAS TAKEN**
5. Bill Wells, 1816 Wahkonsa appeared before Council to discuss the condition of his back yard, and Connie Sharp of 1812 Wahkonsa and Steve Hammond of 1820 Wahkonsa also spoke to Council regarding Mr. Wells backyard condition. Council responded to questions and provided suggestions for Mr. Wells.  
**NO ACTION WAS TAKEN**
6. Davis and Tyler Intersection Reconstruction Project
  - a. **MOTION:** A motion was made by Mordini and seconded by Sarchet to approve Resolution 2016-18 ordering construction of certain public improvements and fixing date of April 11, 2016 for a public hearing thereon and identifying April 5, 2016 as the final date for taking bids  
**MOTION CARRIED UNANIMOUSLY**
7. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to reject the last, best and final collective bargaining agreement offer and instead going to arbitration  
**MOTION CARRIED UNANIMOUSLY**
8. **MOTION:** A motion was made by Mordini and seconded by Lane to approve continuation of multi-year contract with Total Quality for mowing and trimming services of City Properties with a cost of \$2,667.00 for each mowing cycle, along with fertilizer and weed control with a cost of \$12,240.00 for the entire season of the fertilization program  
**MOTION CARRIED UNANIMOUSLY**

9. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve the concept of the Neighborhood Citizen Group and start the process to determine and appoint members

**MOTION CARRIED UNANIMOUSLY**

7. **Mayor Report** | Mayor Morse thanked Pro Tem Anderson for his willingness to cover the last Council Meeting in Mayor's absence as he attended his grandfather's funeral. Mayor stated he presented a State of the City speech at the last Polk City Women's meeting and has a willingness to appear and speak at other organizations future events. Mayor informed Council that the conflicting dates with the Big Creek Bike Ride and Lobster Fest have been worked out and the two events will continue on the same date and be co-promoted. Mayor encouraged Council to attend the Chamber Awards Tuesday March 15, 2016 where Business Person of the Year, Shawn Comer and Citizen of the Year, Krista Bowersox would be recognized.
8. **Council Report**
- Lane thanked Council for allowing time for Metro Waste Authority's presentation on the potential of Yard Waste co-mingling services and would request input from the public on the topic to take back to the next Board Meeting
  - Mordini requested Staff research availability on Soil Erosion grants for preservation
  - Sarchet congratulated Shawn Comer and Krista Bowersox for their Chamber Awards and requests that we provide good information on HWY 415 project for the residents. Sarchet reported on the last Four Seasons meeting.
  - Anderson thanked staff for the hard work to move things forward with the City and is appreciative of staff's willingness to be team players.
9. **Council Discussion** | No report
10. **City Administrator Report** | Gary Mahannah stated that HomeServe sent out another mailing that created quite a few inquiries and Staff is working with HomeServe to have better communication with the residents for future mailings.
11. **City Reports**
- Mike Schulte, Public Works Director stated that the Street Sweepers were out last week cleaning and that the Public Work Crews are already moving forward with Spring activities including work cleaning up Main Break areas from over the winter as well as making repairs to the bike trail on Broadway
  - Dan Gubbins, Fire Chief informed Council that they have begun courteous fire inspections for local businesses to give Owners a head start on items that need to be address so they have plenty of time to handle any issues before a process is put in place to start a Fire Inspection Program in the City.
  - Roger Sanders, Interim Police Chief reported the findings of a traffic study that was done on the heels of a complaint of speeding on Booth
  - Kim Kellogg, Library Director thanked the Police Department for presenting Stranger Danger at the Library with 58 attendees and will be working with the Officers to set up a few more programs in the future
12. **Adjournment**
- MOTION:** A motion was made by Anderson and seconded by Lane to adjourn at 8:01 p.m.  
**MOTION CARRIED UNANIMOUSLY**  
*Next Meeting Date – Monday, March 28, 2016*

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Jason Morse, Mayor

Attest:

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Jenny Gibbons, City Clerk