

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

Polk City, City Council held a meeting at 6:30 p.m., on April 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><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 Kathleen Connor   City Engineering Representative Dan Gubbins   Fire Chief Mike Schulte   Public Works Director Jake Schreier   Technology Director Roger Sanders   Interim Police Chief Dustin Bjornson   Police Sargent</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 Lane to approve the meeting agenda  
**MOTION CARRIED UNANIMOUSLY**
4. **Public Comments** / None
5. **Consent Agenda Items**  
**MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve the consent agenda items.
  1. Consider motion to approve the City Council Meeting Minutes for April 11, 2016
  2. Consider motion to receive and file the Planning and Zoning Commission Minutes for April 18, 2016
  3. Consider motion to approve the April 25, 2016 Claims
  4. Consider motion to approve the March 2016 Financial Report
  5. Consider motion to accept a resignation from Firefighter/EMT Matt Dose effective April 20, 2016
  6. Consider motion to approve re-hiring Firefighter/Paramedic Rich Davis as grade 6, step 1 or \$14.95 per hour
  7. Consider motion to approve Lisa Mart's request to move to an administrative only position and continue as the FD Human Resources Coordinator**MOTION CARRIED UNANIMOUSLY**
6. **New Business**
  1. Economic Development Agreement with Sender's Construction, LLC
    - a. Public Hearing opened at 6:31pm and Jenny Gibbons, City Clerk, reported the notice was published April 15, 2016 and that no written or verbal comments had been received for or against the project. Gary Mahannah, City Administrator provided a report on the agreement concerning the property at 302 W Broadway  
**MOTION:** A motion was made by Lane and seconded by Anderson to close the Public Hearing at 6:33pm and reopen the regular meeting  
**MOTION CARRIED UNANIMOUSLY**

b. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2016-37 entering into an Economic Development Agreement with Sender's Construction, LLC and approving payment

**YES: Dvorak, Mordini, Sarchet, Anderson**

**NO: Lane**

**MOTION CARRIED**

2. Ken Morse, provided both a Tree Board update and an Arbor League update
  - a. Mayor Morse proclaimed April 29, 2016 as Arbor Day
  
3. **MOTION:** A motion was made by Anderson and seconded by Lane to approve Resolution 2016-39 to set a Public Hearing on May 9, 2016 at 6:30p.m. for rezoning .88 acres from R-2 to C-1(R) restricted to a Funeral Home petitioned by Lakeside Fellowship Church Property located at 302 S 2<sup>nd</sup> St.  
**MOTION CARRIED UNANIMOUSLY**
  
4. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Resolution 2016-40 to set a Public Hearing on May 9, 2016 at 6:30p.m. for Crossroads at the Lakes regarding the following zoning changes:
  - a. 3.175 acres from R-1 to C-2
  - b. 1.882 acres from R-1 to C-2(R) restricting the use to Business and Professional Offices; Medical Offices and Health Clinics; Studios – Music, Photographic, Dance, and Fitness Centers, all less than 6,000 square feet in size; and Education – Child Care, including Daycare Centers and Pre-Schools
  - c. 42.442 acres from R-1, R-2(R), R-3(R) and C-2 to Planned Unit Development (P.U.D.)**MOTION CARRIED UNANIMOUSLY**
  
5. **MOTION:** A motion was made by Mordini and seconded by Sarchet to approve the quote from Hill Brothers Asphalt in the amount of \$9,600 to patch four streets; E. Wood, 4<sup>th</sup>, W. Grimes/S 3<sup>rd</sup>, and Davis  
**MOTION CARRIED UNANIMOUSLY**
  
6. Shawn Comer and Jake Comer, Papa's Pizza, presented a proposal on one year lease agreement with the City including maintenance and upkeep of the unimproved Alleyway between Giggles and P&M Apparel  
**MOTION:** A motion was made by Sarchet and seconded by Mordini to direct Amy Beattie, City Attorney to prepare lease agreement  
**MOTION CARRIED UNANIMOUSLY**
  
7. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-36 approving an agreement with North Polk Schools to provide transportation for Summer Rec program at a rate of \$5.46 per mile for 2 buses  
**MOTION CARRIED UNANIMOUSLY**
  
8. **MOTION:** A motion was made by Mordini and seconded by Lane to approve Resolution 2016-35 Changing Lakefront Dr. To Marina Cove Dr.  
**MOTION CARRIED UNANIMOUSLY**
  
9. **MOTION:** A motion was made by Mordini and seconded by Anderson to approve the second reading of Ordinance 2016-1400 amending Chapter 47 Park Regulations adding section 47.25 Tobacco Free Policy with updated enforcement language  
**MOTION CARRIED UNANIMOUSLY**
  
10. **MOTION:** A motion was made by Lane and seconded by Anderson to approve the first reading of Ordinance 2016-1500 Water and Sewer Rates amending Chapter 92, Water Rates, Section 92.02, Rates for Service and Chapter 99, Section 99.02, Sewer Rates, with an increase of 15%  
**YES: Anderson, Lane, Dvorak, Mordini**  
**NO: Sarchet**  
**MOTION CARRIED**

7. **Mayor Report** | Mayor Morse discussed the recent news of the Polk City Pharmacy closing and due to insurance issues forcing smaller pharmacies to close. Mayor and the Polk City Development Corporation are looking into any options to help prevent the closing if at all possible.

8. **Council Report**

- Sarchet requested that the Police do a speed study on Southside Dr. He provided an update on LOST. Sarchet requested an update on Dart and asked Mike Schulte, Public Works Director to investigate the possibility of drilling another well in Polk City
- Anderson requested Staff schedule a priority meeting to ensure everyone is in agreement on the priorities. He thanked Public Works for their help with a new door and ramp for the shed at the Sports Complex for the newly purchased drag machine by Little League
- Lane discussed some recent calls to his home and wanted everyone to be on alert for scam phone calls
- Dvorak thanked Staff for quantifying numbers on water and sewer rates. He requested Police research the parking Ordinance on Pine Ridge and Southside Dr. and to look in any necessary updates for safety purposes
- Mordini highlighted the positive relationship the City has established with several developers and their willingness to work with the City

9. **Council Discussion**

- Gary Mahannah, City Administrator provided an update on construction project of Highway 415; utility locates have been completed but the DOT hasn't provided any information on the name of the Contractor or time lines

10. **City Administrator Report** | Gary Mahannah reported on a pre-construction meeting last Thursday on the Davis & Tyler street project and the contractor plans to start May 2<sup>nd</sup> with completion by the end of May 2016. Mahannah reminded Council the Police Chief search is in full swing and they will be meeting the final candidates May 17, 2016 at the Methodist Church.

11. **City Reports**

- Mike Schulte, Public Works Director discussed the need for converting MSDS to SDS by June 1
  - **MOTION:** A motion was made by Lane and seconded by Sarchet to use \$1000 grant from ICAP and \$2154.50 from SCCIC to buy a two year subscription to SDS Binderworks  
**MOTION CARRIED UNANIMOUSLY**
- Dan Gubbins, Fire Chief said the annual event for smoke detector checks was a big success, delivering 120 pizzas

12. **Closed Session pursuant to Code of Iowa Chapter 21.5**

**MOTION:** A motion was made by Mordini and seconded by Lane to enter into Closed Session pursuant to Code of Iowa Chapter 21.5 Closed Session, c. To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body at 7:50 p.m.

**MOTION CARRIED UNANIMOUSLY**

***Council reopened the regular meeting at 8:07 p.m.***

13. **Adjournment**

**MOTION:** A motion was made by Anderson and seconded by Lane to adjourn at 8:07 p.m.

**MOTION CARRIED UNANIMOUSLY**

***Next Meeting Date – Monday, May 9, 2016***

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Jason Morse, Mayor

Attest:

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Jenny Gibbons, City Clerk

