

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, May 23, 2016
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on May 23, 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 Pro Tem and City Council Members Present:</u> Jason Morse Mayor Ron Anderson Pro Tem Rob Mordini City Council Member Robert Sarchet City Council Member Dan Lane City Council Member Dave Dvorak 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 Lindsey Huber City Finance Director Jenny Gibbons City Clerk Amy Beattie City Attorney John Haldeman, P.E. City Engineers Mike Schulte Public Works Director Jake Schreier Technology Director Roger Sanders Interim Police Chief Dan Gubbins Fire Chief</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 Amended Agenda**
 MOTION: A motion was made by Lane and seconded by Dvorak to approve the amended 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 May 9, 2016
 2. Consider motion to receive and file the Planning & Zoning Commission Minutes for May 16, 2016
 3. Consider motion to approve the May 23, 2016 Claims
 4. Consider motion to approve the April 2016 Finance Report
 5. Consider motion to approve 12 months Class E Liquor License for Kum & Go Stores effective July 1, 2016 with the following privileges: Class B wine Permit, Class C Beer Permit (Carryout Beer) and Class E Liquor License (LE) with Sunday Sales
 6. Consider motion to approve 12 months over-the-counter cigarettes, tobacco, alternative nicotine products and vapor products Permit for Casey’s Store #1144 effective July 1, 2016
 7. Consider motion to approve Resolution 2016-48 approving Snyder & Associates April 2016 invoice in the amount of \$35,383.72
 8. Consider motion to approve Temporary Site Plan for Whispering Pines Event; June 4, 2016 7 pm to 11 pm
 9. Consider motion to approve Temporary Site Plan for Edgewater Dr. Event; June 24, 2016 5 pm to 10 pm**MOTION CARRIED UNANIMOUSLY**
6. **New Business**
 1. Public Hearing on the Amendment of Zoning Regulations regarding Beekeeping regulations restricted to Agricultural Zoning District Regulations (A-1) only was opened at 6:32pm and Jenny Gibbons, City Clerk, reported the notice was published May 13, 2016 and that no written or verbal comments had been received for or against the project.
 MOTION: A motion was made by Sarchet and seconded by Anderson to close the Public Hearing at 6:34pm and reopen the regular meeting
 MOTION CARRIED UNANIMOUSLY
 - a. **MOTION:** A motion was made by Sarchet and seconded by Lane to approve the first reading of Ordinance 2016-1600 Amending chapter 55, Animal Protection and control, and Chapter 165, Zoning Regulations identifying specific regulations and requirements for Beekeeping
 MOTION CARRIED UNANIMOUSLY

2. **MOTION:** A motion was made by Dvorak and seconded by Lane to approve Resolution 2016-42(A) setting a Public Hearing on a Budget Amendment for FY: 15/16 on June 13, 2016
MOTION CARRIED UNANIMOUSLY
 3. Mayor Morse introduced Trace Kendig as his appointment for Police Chief
MOTION: A motion was made by Mordini and seconded by Sarchet to confirm Trace Kendig as Police Chief and approve the Employment Contract
MOTION CARRIED UNANIMOUSLY
 4. **MOTION:** A motion was made by Dvorak and seconded by Lane to approve Resolution 2016-49 approving an Agreement with North Polk Schools for Ambulance Coverage
MOTION CARRIED UNANIMOUSLY
 5. Washington and Booth Street Reconstruction Project
 - a. **MOTION:** A motion was made by Mordini and seconded by Sarchet to approve Resolution 2016-46 approving Change Order 4 in the negative amount of **-\$16,149.50** and an increase in 7 working days
MOTION CARRIED UNANIMOUSLY
 - b. **MOTION:** A motion was made by Mordini and seconded by Sarchet to approve Resolution 2016-47 partial Pay Application 7 (sub-final) in the amount of \$7,465.86 to Synergy Contracting, Inc. and accepting the project
MOTION CARRIED UNANIMOUSLY
 6. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve the first reading of Ordinance 2016-2200 Amending Chapter 3, Municipal Infractions of the Municipal Code of the City of Polk City
MOTION CARRIED UNANIMOUSLY
 7. **MOTION:** A motion was made by Anderson and seconded by Lane to approve the second reading of Ordinance 2016-1800 approving rezoning .88 acres from R-2 to C-1(R) restricted to a Funeral Home only for Lakeside Fellowship Church property located at 302 S 2nd St.
MOTION CARRIED UNANIMOUSLY
 8. Crossroads at the Lakes rezoning request
 - a. **MOTION:** A motion was made by Sarchet and seconded by Lane to approve the second reading of Ordinance 2016-2000 approving rezoning of 3.175 acres from R-1 to C-2
MOTION CARRIED UNANIMOUSLY
 - b. **MOTION:** A motion was made by Lane and seconded by Sarchet to approve the second reading of Ordinance 2016-2100 approving rezoning of 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; and Education – Child Care, including Daycare Centers and Pre-Schools; all less than 6,000 square feet in size
MOTION CARRIED UNANIMOUSLY
 - c. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve the second reading of Ordinance 2016-1900 approving rezoning of 42.442 acres from R-1, R-2(R), R-3(R) and C-2 to Planned Unit Development (P.U.D.)
YES: Sarchet, Lane, Dvorak, Mordini
NO: Anderson
MOTION CARRIED
 9. **MOTION:** A motion was made by Mordini and seconded by Sarchet to approve the second reading of amended Ordinance 2016-1500 Water and Sewer Rates
MOTION CARRIED UNANIMOUSLY
 10. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve the second reading of Ordinance 2016-1700 Stop, Yield and No Parking for the Lakefront Dr. name change to Marina Cove Dr.
MOTION CARRIED UNANIMOUSLY
 - a. **MOTION:** A motion was made by Sarchet and seconded by Mordini to approve the waving the third reading of Ordinance 2016-1700 Stop, Yield and No Parking for the Lakefront Dr. name change to Marina Cove Dr. and publish as required by law
MOTION CARRIED UNANIMOUSLY
7. **Mayor Report** | Mayor Morse attended the Washington D.C. annual trip with Councilman Sarchet, John Calhoun; Polk City Development Corporation, and Kyle Matzen; Polk City Chamber. Mayor stated that Polk City was well represented and made good connections while out there.

Mayor attended the Chamber's event Friday night, Sounds on the Square, and encouraged other Councilmen to attend future events. Mayor also complimented the Police Department for their presence and stated he is looking forward to seeing the event grow.

Mayor Morse met with the Police Department Friday at 4pm to discuss the new Chief appointment, and also met with Sergeant Bjornson individually. Mayor is committed to work with the new Chief and the officers to move the department forward. Mayor also thanked Interim Chief Sanders for his leadership and guidance.

Mayor met with the Third Graders from West Elementary on Thursday. They visited City Hall, the Water Plant and the Historical Museum.

Mayor reported that Polk City has made the top five cities in Iowa for growth and applauded Staff for their efforts to get the City this far and looks forward to what is ahead

8. **Council Report**

- Lane thanked Finance Director for the revisions made to the Financial Report
- Dvorak welcomed Kendig to Polk City and looks forward to his leadership. He also thanked Sanders for his leadership. Dvorak thanked staff for efforts in the hiring process of Kendig and shared his appreciation for the professional panel's input
- Mordini thanked Sanders and discussed a concern regarding HomeServe solicitation, feels it's giving residents false sense of urgency
- Sarchet welcomed Kendig and reported on the last MAC meeting regarding Local Option Sales Tax
- Anderson stated he is looking forward to working with Kendig and thanked him for choosing Polk City. Anderson also shared Mordini's concern regarding the HomeServe mailings and asked if Staff could work with HomeServe to make necessary adjustments so residents stop receiving high pressure letters

9. **Council Discussion** | No discussion

10. **City Administrator Report** | Gary Mahannah informed Council that Arbitration with the Police Union will be May 25, 2016 at 1:30pm

11. **City Reports**

- Amy Beattie, City Attorney, confirmed that the lawsuit on 504 Roosevelt was filed on May 18, 2016 and service was made. After the 60 day waiting period a hearing will be requested
- John Haldeman, P.E., City Engineer, provided an update on the Tyler and Booth intersection project
- Mike Schulte, Public Works Director, has the Eighth Grade Volunteer project scheduled for Thursday
- Jake Schreier, Technology Director reported on the City's social media activity
 - Facebook:** Almost 6000 people reached, 420 likes/reactions, 100+ total comments, 25 shares, 620 post clicks – which redirect traffic to our website post (increasing our web traffic)
 - Twitter:** 70 impressions (people reached), 9 engagements (retweets, comments, etc.)

12. **Adjournment**

MOTION: A motion was made by Dvorak and seconded by Lane to adjourn at 7:04 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, June 13, 2016

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk