

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, June 13, 2016
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on June 13, 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 Present:</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 Laura Lamberty, P.E. City Engineers Jake Schreier Technology Director Roger Sanders Interim Police Chief Trace Kendig Police 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 Agenda**

MOTION: A motion was made by Anderson and seconded by Sarchet to approve the amended meeting agenda

MOTION CARRIED UNANIMOUSLY

4. **Public Comments** | None

5. **Trace Kendig was sworn-in as Police Chief**

6. **Consent Agenda Items**

MOTION: A motion was made by Dvorak and seconded by Lane to approve the consent agenda items.

1. Consider motion to approve the City Council Meeting Minutes for May 23, 2016
2. Consider motion to approve the June 13, 2016 Claims
3. Consider motion to approve contract for Audit services for FY16 with Faller, Kincheloe, & Co not to exceed \$8,500
4. Consider motion to approve hiring seasonal Summer Recreation 2016 Employees
5. Consider motion to approve 12 months over-the-counter cigarettes, tobacco, alternative nicotine products and vapor products Permit for Fareway Stores, Inc. #137 effective July 1, 2016
6. Consider motion to approve Resolution 2016-50 Polk Co Emergency Management Appointment
7. Consider motion to approve Resolution 2016-51 E911 Service Board Appointment
8. Consider motion to approve appointment of Trace Kendig to GIS Committee
9. Consider motion to receive and file the May 2016 Water Report
10. Consider motion to receive and file the Polk City Yard Waste Survey results
11. Consider motion to approve Resolution 2016-54 Abolishing Grade and Step Pay Plan
12. Consider motion to receive and file the Summer Recreational Program 2016 activity calendar
13. Consider motion to approve Temporary Site Plan for Flags on the Square for July 1, 2016 4a.m. to July 4, 2016 10p.m.
14. Consider motion to approve Sounds on the Square expansion area for June 24, 2016 and extend the event time by one hour (6pm to 9pm)
15. Consider motion to receive and file the May 2, 2016 Library Meeting Minutes
16. Consider motion to receive and file the May 2016 Library Stats Report
17. Consider motion to accept a resignation from part time Firefighter/Paramedic Eric Dunn effective May 31st, 2016
18. Consider motion to accept a resignation from part time Firefighter/Paramedic Derek Manser effective June 8, 2016
19. Consider motion to receive and file the May 2016 Police Department Activity Report

20. Consider motion to approve Temporary Site Plan for the 4-Seasons Race Route

MOTION CARRIED UNANIMOUSLY

7. New Business

1. Public Hearing on the Amendment of FY 16/17 Budget was opened at 6:33pm and Jenny Gibbons, City Clerk, reported the notice was published May 27, 2016 and that no written or verbal comments had been received for or against the amendment. Lindsey Huber, Finance Director provided a report.

MOTION: A motion was made by Sarchet and seconded by Anderson to close the Public Hearing at 6:35pm and reopen the regular meeting

MOTION CARRIED UNANIMOUSLY

- a. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2016-47(A) approving the Budget Amendment for FY: 15/16

MOTION CARRIED UNANIMOUSLY

2. John Calhoun, Polk City Development Corporation (PCDC) presented a Square Improvement project regarding the Playground area. The Boland family has donated \$30,000 towards the project and PCDC looks to do fundraising efforts during the Four Seasons Festival.

MOTION: A motion was made by Sarchet and seconded by Mordini to approve the City involvement up to \$42,000 in contribution towards the Playground improvements on the Square

MOTION CARRIED UNANIMOUSLY

3. **MOTION:** A motion was made by Mordini and seconded by Lane to approve Resolution 2016-53 approving Partial Payment Application No. 1 in the amount of \$144,480.75 to Howrey Construction for the work completed on the Tyler and Davis Street Intersection Reconstruction project

MOTION CARRIED UNANIMOUSLY

4. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-56 approving the Construction Drawings for Deer Haven Plat 2

MOTION CARRIED UNANIMOUSLY

5. **MOTION:** A motion was made by Mordini and seconded by Lane to approve Resolution 2016-57 accepting the construction of the Public Water Main and Appurtenances for Parker Townhomes II

MOTION CARRIED UNANIMOUSLY

6. **MOTION:** A motion was made by Mordini and seconded by Dvorak to approve Resolution 2016-52 approving the IDOT 5-Year Agreement

MOTION CARRIED UNANIMOUSLY

7. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-55 approving the amended agreement with the IDOT for HWY 415 and turn lanes amending Polk City's share in the amount of \$375,000 with four yearly installments of \$93,750 each.

MOTION CARRIED UNANIMOUSLY

YES: Dvorak, Mordini, Anderson, Lane

NO: Sarchet

MOTION CARRIED

8. **MOTION:** A motion was made by Sarchet and seconded by Anderson to approve the second 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

9. **MOTION:** A motion was made by Mordini and seconded by Sarchet to approve the second reading of Ordinance 2016-2200 amending Chapter 3, Municipal Infractions of the Municipal Code of the City of Polk City

MOTION CARRIED UNANIMOUSLY

10. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve the third 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

11. Crossroads at the Lakes rezoning request

- a. **MOTION:** A motion was made by Lane and seconded by Sarchet to approve the third 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 Sarchet and seconded by Dvorak to approve the third 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 Mordini and seconded by Lane 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: Lane, Dvorak, Mordini, Sarchet

NO: Anderson

MOTION CARRIED

12. ***MOTION:*** A motion was made by Mordini and seconded by Sarchet to approve the third reading of amended Ordinance 2016-1500 Water and Sewer Rates

MOTION CARRIED UNANIMOUSLY

8. ***Mayor Report*** | Mayor announced a City Public Open House for the outgoing and incoming Police Chiefs, Friday June 17, from 1130 a.m. to 1:30 p.m. Mayor met with the Des Moines Business Record last week regarding updating the City's publications and will have another meeting this week.
9. ***Council Report***
- Mordini thanked Chief Sanders for doing a great job
 - Sarchet agreed with Councilman Mordini and said he looks forward to having Chief Kendig and finishing arbitration with the department. Sarchet will be working with Administrator Mahannah and Citizen Liaison Thornton to start meeting with the applicants that have inquired about the Neighborhood Citizen Group Representative (NCGR) opportunities and hopes to push out the NCGR in the Fall 2016
 - Anderson thanked Chief Sanders for a smooth transition when he came on board and hopes for the same as he departs and Chief Kendig starts
 - Lane also thanked Chief Sanders and discussed the results of the Yard Waste Survey. Lane also requested that Council advise him their preference for the upcoming vote with Metro Waste Authority
10. ***Council Discussion*** | No discussion
11. ***City Administrator Report*** | Gary Mahannah informed Council that he attended a preconstruction meeting for Highway 415 and the IDOT plans to do full depth patches between 7 p.m. and 7 a.m. closing one lane and using pilot cars. The IDOT will also be working from 7 a.m. to 7 p.m. without restricting traffic. The full depth patches will also be done on Bridge Road at some point, but IDOT assured the City that they would not be done at the same time as Highway 415 to avoid impeding traffic in the area. Mahannah also reviewed the changes HomeServe made to their future mailings at the request of Council.
12. ***City Reports***
- Roger Sanders, Interim Police Chief, thanked Council and congratulated the City on bringing Trace Kendig onboard as the Police Chief. Sanders feels that he is an outstanding cops cop and a top administrator that will be the finest leader for the Department
13. ***Adjournment***
- MOTION:*** A motion was made by Anderson and seconded by Dvorak to adjourn at 7:17 p.m.
- MOTION CARRIED UNANIMOUSLY***
- Next Meeting Date – Monday, June 27, 2016***

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk