

MEETING MINUTES
The City of Polk City
City Council Meeting
6:30 p.m., Monday, August 8, 2016
City Hall

Polk City, City Council held a meeting at 6:30 p.m., on August 8, 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 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 Jenny Gibbons City Clerk Amy Beattie City Attorney Kathleen Connor City Engineering Representative Mike Schulte Public Works Director Trace Kendig Police Chief Kim Kellogg Library Director Jake Schreier Technology Director</p> <p><u>Staff Members Absent:</u> Lindsey Huber Assistant City Administrator & Finance Director 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 Agenda**
 MOTION: A motion was made by Sarchet and seconded by Anderson to approve the meeting agenda
 MOTION CARRIED UNANIMOUSLY
4. **Public Comments** / None
5. **Consent Agenda Items** / Anderson requested item #13 be pulled for discussion.
 MOTION: A motion was made by Anderson and seconded by Lane to approve the consent agenda items.
 1. Consider motion to approve the City Council Meeting Minutes for July 25, 2016
 2. Consider motion to receive and file the Parks Commission Minutes for August 1, 2016
 3. Consider motion to approve the August 8, 2016 Claims
 4. Consider motion to receive and file the meeting minutes for the Arts Council from February 11, April 7, and May 12, 2016
 5. Consider motion to accept Kay Gettler resignation from the Arts Council effective immediately
 6. Consider motion to approve termination of Firefighter Andrew Ware effective July 28, 2016
 7. Consider motion to approve hiring Tyler Hardenbrook for part time/POC Firefighter/Paramedic at \$15.45 per hour
 8. Consider motion to approve hiring James McClintic for part time/POC Firefighter/Paramedic at \$15.45 per hour
 9. Consider motion to approve the Temporary Site Plan for the block party event at Winding Creek Circle September 4 noon to 10 pm with approval from Fire, Police and Public Works
 10. Consider motion to receive and file June 2016 Library Meeting Minutes
 11. Consider motion to receive and file July 2016 Library Stats Report
 12. Consider motion to approve North Polk United Soccer utilizing baseball and softball outfields and Davis St. open area for Fall practices and games with Parks Commission and Little League consent
 14. Consider motion to approve Resolution 2016-70 approving Snyder & Associates June 2016 invoice in the amount of \$23,548.61
 15. Consider motion to receive and file the July 2016 Police Report and Stats
 16. Consider motion to receive and file the July 2016 Water Report**MOTION CARRIED UNANIMOUSLY**
 MOTION: A motion was made by Anderson and seconded by Sarchet to approve the installation of the meandering mulch path at Lakeside Linear Park.

MOTION CARRIED UNANIMOUSLY

6. New Business

1. Public Hearing for Sender's Construction LLC, rezoning the property located at 104 S 3rd. Street, formerly known as 302 W. Broadway (the Broken Arrow Center) from Central Business District (C-1) to Town Square Business District (C-TS) opened at 6:33pm and Jenny Gibbons, City Clerk, reported the notice was published July 29, 2016 and letters were mailed to property owners within 250 feet on July 29, 2016. No written or verbal comments had been received for or against the project. No public comments were made at the Hearing.

MOTION: A motion was made by Anderson and seconded by Lane to close the Public Hearing at 6:36pm and reopen the regular meeting.

MOTION CARRIED UNANIMOUSLY

- a. ***MOTION:*** A motion was made by Mordini and seconded by Lane to approve the first reading of Ordinance 2016-2400 rezoning 104 S. 3rd Street from C-1 to C-TS

MOTION CARRIED UNANIMOUSLY

- b. ***MOTION:*** A motion was made by Sarchet and seconded by Mordini to waive the second and third reading of Ordinance 2016-2400

MOTION CARRIED UNANIMOUSLY

2. ***MOTION:*** A motion was made by Lane and seconded by Dvorak to approve Resolution 2016-71 approving Lost Lake Estates Plat 3 Construction Drawings

MOTION CARRIED UNANIMOUSLY

3. ***MOTION:*** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-72 approving Lost Lake Estates Plat 4 Construction Drawings

MOTION CARRIED UNANIMOUSLY

4. ***MOTION:*** A motion was made by Dvorak and seconded by Lane to approve the first reading of Ordinance 2016-2300 Stop Yield and No Parking

MOTION CARRIED UNANIMOUSLY

- a. ***MOTION:*** A motion was made by Lane and seconded by Dvorak to waive the second and third reading Ordinance 2016-2300

MOTION CARRIED UNANIMOUSLY

5. ***MOTION:*** A motion was made by Sarchet and seconded by Dvorak to approve up to \$15,000 for the architectural updating of the Police building facilities with direction to the City Administrator and Police Chief to validate the current proposal.

6. ***MOTION:*** A motion was made by Mordini and seconded by Lane to approve replacing the heating and cooling unit in the Police Department in the amount of \$6,550 that was budgeted for FY 16/17

MOTION CARRIED UNANIMOUSLY

7. **Mayor Report** | Mayor Morse commented that Highway 415 construction started and Southside Drive is temporarily closed.

8. Council Report

- Lane spoke to issues with no parking areas at 3rd and Walnut.
- Dvorak thanked Ken Morse for the conceptual design for Lakeside Linear Park. Dvorak commended Mayor Morse for his involvement with North Polk United Soccer Club and Polk City Little League working together on practice/game times and locations.
- Mordini stated there are a lot of projects going on in the City and things are looking bright.
- Sarchet is looking forward to the playground project started. Sarchet advised that he will miss the August 22, 2016 meeting.
- Anderson mentioned Cora Murray and concern over fox playing in yards and wildlife being a nuisance for residents. Anderson believes the Council needs to re-establish budget priorities.

9. **Council Discussion** | No discussion

10. **City Administrator Report** | Gary Mahannah informed Council the Annexation Petition consisting of 60+ acres is all voluntarily. Property would be zoned as A-1 and will request rezoning to R-1. There will be a Public Hearing scheduled for September 12, 2016. He also added that the next Budget Workshop is scheduled for Monday, September 12, 2016 at 5:00pm

11. City Reports

- Mike Schulte, Public Works Director, reported they are replacing pipes at the Water Plant and some residents may experience service interruption. The next project involves pipes and hydrants at Walnut and 5th, so there may be a bigger outage.
- Jake Schreier, Technology Director, is working to enhance the video streaming and looking to improve internet connectivity.
- Trace Kendig, Police Chief, reviewed monthly statistics, updated Council on current training, and shared a memo regarding the Charger's outfitting. Kendig also advised they are looking to hire another part-time police officer.

12. Adjournment

MOTION: A motion was made by Anderson and seconded by Lane to adjourn at 7:27 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, August 22, 2016

Jason Morse, Mayor

Attest:

Jenny Gibbons, City Clerk