

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

Polk City, City Council held a meeting at 6:30 p.m., on August 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 and City Council Members Present:</u></b></p> <p>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><b><u>Citizen Liaison Absent:</u></b></p> <p>Ken Thornton   Citizen Liaison</p>	<p><b><u>Staff Members Present:</u></b></p> <p>Gary Mahannah   City Administrator Lindsey Huber   Assistant City Administrator &amp; Finance Director Jenny Gibbons   City Clerk Amy Beattie   City Attorney Kathleen Connor   City Engineering Representative Mike Schulte   Public Works Director Trace Kendig   Police Chief Jake Schreier   Technology Director</p> <p><b><u>Staff Members Absent:</u></b></p> <p>Kim Kellogg   Library 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 Lane and seconded by Sarchet 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 Anderson to approve the consent agenda items.

  1. Consider motion to approve the City Council Meeting Minutes for August 8, 2016
  2. Consider motion to receive and file the P&Z Commission Minutes for August 15, 2016
  3. Consider motion to approve the August 22, 2016 Claims
  4. Consider motion to approve the July 2016 Finance Report
  5. Consider motion to approve extending the Farmer Market season 2 weeks to September 15, 2016
  6. Consider motion to approve tobacco permit application for Tournament Club of Iowa (TCI) effective date ending June 30, 2017
  7. Consider motion to approve Resolution 2016-78 approving Snyder & Associates, Inc Engineering Invoice for July Services 2016 in the amount of \$22,337.75

**MOTION CARRIED UNANIMOUSLY**
6. **New Business**
  1. Pine Ridge entrance island off of HWY 415
    - a. The following Pine Ridge Residents spoke in favor of keeping the island area  
Dennis Goering, 520 E Whispering Pine Ave.  
Dan Mart, 425 E Whispering Pine Ave.  
Renee Rockow, 400 E Whispering Pine Ave.  
Kevin Brocker, 1000 S Deer Haven St.  
Bob Gottner, 315 E Pine Ridge Dr.
    - b. Staff provide a report with alternatives to move the sign to an easement on either side of the road and install turn lanes
    - c. Dennis Dietz, 115 E Pine Ridge spoke in favor of installing turn lanes instead of keeping the island
    - d. Council discussed options and ideas

**MOTION:** A motion was made by Dvorak and seconded by Lane to remove the island only in the DOT Right-of-Way with the understanding that Pine Ridge residents would bring a proposal back to Council on September 12, 2016 including design, construction, financing and perpetual maintenance agreement for an easement meeting SUDAS requirements

**YES:** Lane, Dvorak, Mordini, Sarchet

**NO:** Anderson

**MOTION CARRIED**

2. John Calhoun, Polk City Development Corporation presented Council with a proposal for a new publication of an Economic Development Brochure  
**MOTION:** A motion was made by Sarchet and seconded by Mordini to approve Resolution 2016-73 approving expenditure not to exceed \$15,000 as long as all Polk City Businesses were contacted and online rights were extended beyond 1 year  
**MOTION CARRIED UNANIMOUSLY**
3. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2016-74 setting a Public Hearing on September 12, 2016 at 6:30pm for consideration of petitions for Voluntary Annexation from owners of the following properties located north of NW Hugg Drive:
  - a. Sally Jensen parcel, 12737 NW Hugg Drive, comprising approximately 5.29 acres
  - b. MJR Developments, LLC parcel, located north and east of the Sally Jensen parcel comprising approximately 59.40 acres
4. **MOTION:** A motion was made by Sarchet and seconded by Anderson to approve Resolution 2016-75 setting a Public Hearing on September 12, 2016 at 6:30pm for consideration of petition for rezoning approximately 59.40 acres owned by MJR Developments, LLC from Agricultural (A-1) to Single Family Detached Residential (R-1)  
**MOTION CARRIED UNANIMOUSLY**
5. **MOTION:** A motion was made by Sarchet and seconded by Dvorak to approve Resolution 2016-76 ordering construction of certain public improvements and fixing dates for a public hearing thereon and the taking of bids; schedule September 21, 2016 for bid letting and September 26, 2016 at 6:30pm for Public Hearing  
**MOTION CARRIED UNANIMOUSLY**
6. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Resolution 2016-77 accepting the Davis & Tyler project  
**MOTION CARRIED UNANIMOUSLY**
7. **Mayor Report** | Mayor Morse shared his appreciation for the amount of time and effort Staff spent on the Pine Ridge issues
8. **Council Report**
  - Sarchet said he was grateful the meeting was moved from Monday to Thursday so he could be in attendance
  - Anderson pointed out that this is the first meeting he can remember being rescheduled for no quorum that he could recall. He also said that he appreciated the ideas on the Pine Ridge island but had to vote no because he may not always be right but he will always vote how he feels is right.
9. **Council Discussion** | No discussion
10. **City Administrator Report** | No report
11. **City Reports**
  - Trace Kendig, Police Chief, announced an arrest was made regarding almost every burglary in the past 7 weeks. He wanted to publicly thank the officers and other agencies that spent lots of extra time and energy working the case. The investigation is still active.
12. **Adjournment**  
**MOTION:** A motion was made by Anderson to adjourn at 8:06 p.m.  
**MOTION CARRIED UNANIMOUSLY**  
*Next Meeting Date – Monday, September 12, 2016*

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Jason Morse, Mayor

Attest:

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Jenny Gibbons, City Clerk