

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., Monday, October 22, 2018
City Hall

Polk City, City Council held a meeting at 6:00 p.m., on October 22, 2018. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<u>Mayor and City Council Members Present:</u> Jason Morse Mayor Robert Sarchet Pro Tem Dave Dvorak City Council Member Mandy Vogel City Council Member Ron Anderson City Council Member Jeff Walters City Council Member	<u>Staff Members Present:</u> Gary Mahannah City Administrator Lindsey Williams Assistant City Administrator/Finance Director Jenny Gibbons City Clerk Amy Beattie City Attorney Kathleen Connor City Engineering Representative Jim Mitchell Fire Chief Trace Kendig Police Chief Mike Schulte Public Works Director Mark Paeper IT Director
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1. **Call to Order** / Mayor Morse called the meeting to order at 6:00 p.m.
2. **Roll Call** / Dvorak, Vogel, Sarchet, Anderson, Walters | In attendance
3. **Approval of Agenda**
MOTION: A motion was made by Anderson 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 Anderson and seconded by Dvorak to approve the consent agenda items
 1. Consider motion to approve the City Council Meeting Minutes for October 8, 2018
 2. Consider motion to receive and file the P&Z Meeting Minutes for October 15, 2018
 3. Consider motion to approve the October 22, 2018 Claims
 4. Consider motion to approve the September 2018 Finance Report
 5. Consider motion to approve Ashley Delaney appointment to the Parks Commission with a term ending 12/31/2021
 6. Consider motion to receive and file the September 2018 Police Report
 7. Consider motion to accept resignations for Taylor Blazek, firefighter/paramedic, effective 9/1/2018 and Christopher Stotz, firefighter, effective 9/24/2018
 8. Consider motion to accept notice of military leave for a minimum of five (5) years for Jason Cutsforth, Fire Marshal/paramedic, effective 10/19/2018
 9. Consider motion to approve hiring Ross Budden, firefighter/senior paramedic for part time day coverage at \$19.30 per hour
 10. Consider motion to approve hiring John Mitchell as firefighter/paramedic for part time day coverage at \$18.16 per hour and POC for night coverage at a rate of \$15.89 per hour
 11. Consider motion to approve pay increases for paramedic certification for Craig Sosby and Dottie VanZee to \$17.60 per hour part time and \$15.89 POC
 12. Consider motion to receive and file the October 17, 2018 Fire Department Report***MOTION CARRIED UNANIMOUSLY***
6. **New Business**
 1. E. Vista Lake Dr. Extension Project
 - a. *MOTION:* A motion was made by Sarchet and seconded by Walters to approve Resolution 2018-129 approving Change Order No. 3 for a net decrease in the amount of **\$-807.57**
MOTION CARRIED UNANIMOUSLY
 - b. *MOTION:* A motion was made by Dvorak and seconded by Anderson to approve Resolution 2018-130 approving Pay App No. 6 (final-retention release) in the amount of \$16,924.02

MOTION CARRIED UNANIMOUSLY

2. ***MOTION:*** A motion was made by Sarchet and seconded by Walters to approve Resolution 2018-120 approving Big Creek Valley Preliminary Plat

MOTION CARRIED UNANIMOUSLY

3. ***MOTION:*** A motion was made by Anderson to authorize Snyder and Associates Engineering Agreement in the amount of \$16,800, after discussion Anderson pulled his motion. A motion was made by Vogel and seconded by Sarchet to defer action until November 12, 2018

Yes: Sarchet, Anderson, Dvorak, Vogel

Abstain: Walters

MOTION CARRIED

4. ***MOTION:*** A motion was made by Walters and seconded by Vogel to approve the second reading of Ordinance 2018-1000 amending Stop and No Parking

MOTION CARRIED UNANIMOUSLY

7. **Reports & Particulars** | Mayor, Council, City Administrator, Staff, Boards, and/or Commissions

- Mayor Morse thanked Sarchet for covering the last Council Meeting. Mayor reported the last School Board meeting had discussions around future facilities and building a stronger connection with City Officials in Polk City. Mayor and Dr. Mart have had several meetings already and have another scheduled tomorrow. Mayor said he appreciates the comments from the School Board meeting. He is hopeful future discussion with Dr. Mart will lead to movement in the next couple of months he can report back to Council. Mayor shared information from Polk County regarding lane closures on NW Madrid Drive from October 23rd to November 6th for a resurfacing project. Mayor informed everyone that through conversations with the Army Corp of Engineers they have a work order to start cleaning out trees and overgrowth on the west entryway of Bridge Road. He thanked Jeff Rose and the Army Corp of Engineers for continued good communication.
- Council Member Anderson thanked mayor for taking time to work with the School District
- Council Member Dvorak mirrored Anderson's comments
- Council Member Walters thanked the Fire Department for hosting the pancake breakfast
- Council Member Sarchet discussed a model ordinance from the recent MAC meeting. He said they have come up with two options that resemble Urbandale and Clive's current ordinances. Sarchet said one basically allows Local Law Officials to enforce State Law. Sarchet acknowledge the Fire Department personnel under Consent, specifically Jason Cutsforth upcoming military leave and wished him well. Sarchet congratulated Craig and Dottie for passing paramedic training.
- Police Chief Kendig thanked Public Works for their help prepping the area in front of the P.D. and thanked Mike McKinney with McKinney towing for donating his time and equipment to pour the concrete so all Kendig had to pay for the project was 3 pounds of concrete.

8. ***MOTION:*** A motion was made by Anderson and seconded by Walters to enter into closed session at 6:18 p.m. under Code of Iowa; Chapter 21 Official Meetings open to Public; **section 5 Closed session**; sub paragraph 1. j. To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed

MOTION CARRIED UNANIMOUSLY

9. ***(AFTER CLOSED SESSION ENDED AT 7:05 p.m.) Adjournment***

MOTION: A motion was made by Walters and seconded by Anderson to adjourn 7:05 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, November 12, 2018 at 6:00 p.m.

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk