

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., Monday, February 11, 2019
City Hall

Polk City, City Council held a meeting at 6:00 p.m., on February 11, 2019. 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 Jeff Walters Pro Tem Dave Dvorak City Council Member Mandy Vogel City Council Member Robert Sarchet City Council Member</p> <p><u>City Council Members Absent:</u> Ron Anderson City Council Member</p>	<p><u>Staff Members Present:</u> Lindsey Huber Assistant City Administrator/Finance Director Jenny Gibbons City Clerk Amy Beattie City Attorney (via phone) Kathleen Connor City Engineering Representative Trace Kendig Police Chief Jim Mitchell Fire Chief Mike Schulte Public Works Director Mark Paeper IT Director Jamie Noack Library Director</p>
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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, Walters, Sarchet | In attendance
 Anderson | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Walters 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 Vogel to approve the consent agenda items
 1. Consider motion to approve the City Council Meeting Minutes for January 28, 2019
 2. Consider motion to approve the City Council Work Session Meeting Minutes for January 28, 2019
 3. Consider motion to receive and file the Parks Commission Meeting Minutes for February 4, 2019
 4. Consider motion to approve the February 11, 2019 Claims
 5. Consider motion to approve the use of the Town Square for the following 2019 events:
 - a. Farmers market to occur every Thursday with vendor set up and tear down from 3-730p May 23rd-September 12th
 - b. PCCEDC 2019 Sounds on the Square Series from 6-9pm on May 24th, June 22nd, and August 2nd
 - c. PCCEDC Annual Bike Ride from 11am-6pm on June 22, 2019 in conjunction Sounds on the Square
 6. Consider motion to approve the use of the Sports Complex for the following 2019 events:
 - a. North Polk United Soccer practices and games from March 18th-June 9th
 - b. Little League Baseball and Softball practices and games from March 15th-July 15th
 - c. Adult Softball, field 4, from June 30th – August 25th
 7. Consider motion to receive and file the January 2019 Water Report
 8. Consider motion to receive and file the Library Board Meeting Minutes for January 7, 2019
 9. Consider motion to receive and file the January 2019 Library Director Report
 10. Consider motion to approve six (6) month Special Class C Liquor License (BW) (Beer/Wine) with outdoor service for Polk City Chamber & Economic Development Corporation effective May 23, 2019
 11. Consider motion to approve Resolution 2019-09 initiating a request for proposals and authorizing the taking of bids for the property located at 510 S. 3rd Street**MOTION CARRIED UNANIMOUSLY**
6. **New Business**
 1. Property located at 504 Roosevelt
 - a. Mayor Morse opened the Public Hearing at 6:01 pm on the proposed sale of property. Jenny Gibbons, City Clerk, said the notice was published February 1, 2019 and no comments had been received for or against the sale.

Lindsey Huber, Assistant City Administrator/Finance Director, provided a report. No one was present to be heard for or against the sale of property.

MOTION: A motion was made by Sarchet and seconded by Dvorak to close the public hearing at 6:03 pm and reopen the regular meeting

MOTION CARRIED UNANIMOUSLY

- b. **MOTION:** A motion was made by Sarchet and seconded by Vogel to approve Resolution 2019-08 approving the sale of property to Fundamental Homes in the amount of \$50,001

MOTION CARRIED UNANIMOUSLY

2. **MOTION:** A motion was made by Walters and seconded by Vogel to approve the third and final reading of Ordinance 2019-200 amending Water Rates

MOTION CARRIED UNANIMOUSLY

3. **MOTION:** A motion was made by Vogel and seconded by Walters to approve the third and final reading of Ordinance 2019-400 amending Chapter 3 Municipal Infractions

MOTION CARRIED UNANIMOUSLY

4. **MOTION:** A motion was made by Walters and seconded by Dvorak to approve the third and final reading of Ordinance 2019-500 amending Chapter 41 Public Health and Safety

MOTION CARRIED UNANIMOUSLY

5. **MOTION:** A motion was made by Dvorak and seconded by Vogel to approve Resolution 2019-10 approving Snyder & Associates December 2019 invoice in the amount of \$7559.50

YES: Vogel, Sarchet, Dvorak

ABSTAIN: Walters

MOTION CARRIED

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

- Council Member Sarchet asked for an update on Deer Haven & Grimes. City Engineering Representative, Connor said Snyder is working on the proposal of design as outlined in the Engineering Agreement. City Attorney, Beattie advised a legal update to be provided in a future closed session.
- Council Member Dvorak thanked Staff on working through the budget and embracing certain things. He said there was a lot of give and take and he appreciates the hard work and dedication.

8. **MOTION:** A motion was made by Walters and seconded by Dvorak at 6:07 p.m. to enter into Closed Session under Code of Iowa; Chapter 21 Official Meetings open to Public; **section 5 Closed session**; sub paragraph 1.i. to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session

MOTION CARRIED UNANIMOUSLY

9. (AFTER CLOSED SESSION ENDED AT 7:04 p.m.) No action taken on closed session item

10. **Adjournment**

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

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, February 25, 2019 at 6:00 p.m.

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk