

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m., April 27, 2020
City Hall

Polk City, City Council held a meeting via ZOOM at 6:00 p.m., on April 27, 2020. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

1. **Call to Order** / Mayor Morse called the meeting to order at 6:07 p.m.

2. **Roll Call** / Walters, Vogel, Dvorak, Anderson, Sarchet | In attendance via zoom

3. **Approval of Agenda**

MOTION: A motion was made by Walters and seconded by Anderson to approve the meeting agenda
MOTION CARRIED UNANIMOUSLY

4. **Consent Items**

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

- a. City Council Meeting Minutes for April 13, 2020
- b. City Council Work Session Meeting Minutes for April 13, 2020
- c. Receive and file the April 20, 2020 P&Z Commission Meeting Minutes
- d. Claims listing April 27, 2020
- e. Receive and file the March Fire Department Report
- f. Approve moving the May 25, 2020 Council Meeting to May 26, 2020 at 6pm due to the Memorial Day Holiday
- g. Approve a twelve months Class C Liquor License for Waters Edge with Outdoor Services and Sunday Sales effective 6/24/2020
- h. Approve Twelve-month Tobacco Permit for Kum & Go Store # 135 effective July 1, 2020
- i. Resolution 2020-37 setting public hearing on an amendment to the Comprehensive Plan revising future land use in the vicinity of NW 44th Street and E. Southside Dr.
- j. Resolution 2020-38 setting a public hearing for Snetselaar and Lillskau Petitions to Rezone the following property in the vicinity of NW 44th Street and E. Southside Dr.
 - i. 82.82 acres from A-1 to R-1
 - ii. 31.86 acres from A-1 to R-2
 - iii. 14.60 acres from A-1 to R-2A
 - iv. 34.16 acres from A-1 to C-2
- k. Receive and file the March Police Department Report
- l. Resolution 2020-39 approving Construction Drawings for Creekview Estates Plat 1
- m. Resolution 2020-40 approving Construction Drawings for Big Creek Valley Plat 2
- n. Resolution 2020-41 setting a public hearing on the Vacation of a portion of the Overland Flowage Easement in White Tail Ridge Plat 2

MOTION CARRIED UNANIMOUSLY

5. **Business Items**

a. **MOTION:** A motion was made by Vogel and seconded by Walters to approve Resolution 2020-35 approving North Polk LLC Development Agreement

MOTION CARRIED UNANIMOUSLY

b. Domino Estates Plat 1 (Polk County Plat within 2 miles of Polk City)

i. **MOTION:** A motion was made by Anderson and seconded by Sarchet to approve Resolution 2020-42 approving the Preliminary Plat

MOTION CARRIED UNANIMOUSLY

ii. **MOTION:** A motion was made by Sarchet and seconded by Walters to approve Resolution 2020-43 approving the Final Plat

MOTION CARRIED UNANIMOUSLY

c. **MOTION:** A motion was made by Anderson and seconded by Vogel to approve Resolution 2020-44 approving the Peterson Plat of Survey

MOTION CARRIED UNANIMOUSLY

- d. **MOTION:** A motion was made by Dvorak and seconded by Sarchet to approve Resolution 2020-45 approving the Carlton Plat of Survey
- e. **MOTION CARRIED UNANIMOUSLY MOTION:** A motion was made by Vogel and seconded by Dvorak to approve Resolution 2020-46 accepting Public Improvements for Crossroads at the Lakes Plat 2
MOTION CARRIED UNANIMOUSLY
- f. **MOTION:** A motion was made by Walters and seconded by Sarchet to approve Resolution 2020-47 approving Cooperative Public Services Agreement for 2020 Polk City Street Repair Project with Polk County in the amount of \$1,928,633.50
MOTION CARRIED UNANIMOUSLY
- g. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve the March 2020 Snyder & Associates Services Invoice in the amount of \$19,276.50
- h. **YES: Dvorak, Anderson, Sarchet, Vogel**
ABSTAIN: Walters
MOTION CARRIED
- i. **MOTION:** A motion was made by Vogel and seconded by Walters to approve the second reading of Ordinance 2020-400 Adding Recycling Chapter
- j. **MOTION CARRIED UNANIMOUSLY**
- k. Jason Thraen, Parks & Rec Director reviewed the 2019 Summer Recreation numbers and the cost recovery method that he plans to use moving forward. He provided an update that the current summer rec program would take a hiatus for 2020 due to the current set-up needing some revisions for better cost recovery, coupled with the uncertainty of what summer looks like in a COVID-19 world, with the intent to return for 2021.

6. Reports & Particulars | Mayor, Council, City Manager, Staff, Boards, and/or Commissions

- Council Member Dvorak thanked staff for holding down the fort and continuing to communicate as much as possible under the current circumstances.
- Council Member Sarchet expressed his appreciation for staff’s diligence moving the City forward. He said he is happy with the leaps being made and staff’s willingness to take things in stride, he said he is super proud.
- Council Member Vogel shared her continued appreciation for all the work staff is doing during this time and strategically moving the City forward in big ways.
- City Manager Huisman informed Council she signed the notification contract and hopes to have implementation within 30 days to have a better way to communicate with the public.
- Council Member Anderson said he appreciates what is being done by staff and moving ahead and communicating as much as possible.
- Council Member Walters echoed everything Council had said. He asked the community to donate spare cans of food or money to the local food banks to help minimize the food shortage.
- Library Director Noack said the Library has been working on what it will look like when the library reopens in some capacity and will be deliberating with the Board next week to create an action plan including all the items the State has required completion of prior to minimal reopening.
- Public Works Director Schulte thanked Council for approving the street repair project that will touch a lot of the residents, he said he appreciates moving forward.
- Mayor Morse said there have been lots of conversations regarding needs within the community including some tough stories and lots of great work being done by the Comet Cupboard. He thanked Dixie Bequeaith for volunteering her time and resources as the use of the cupboards have increased significantly. He said diapers, formula, cereal and toiletries are in demand if anyone can donate, also there is a cash box for donations at the United Methodist Church parking lot as well as options to give online. Mayor also recognized Carol Easter with the American Legion, and the Polk City Community Foundation for their donations and commitment to the school and the Comet Cupboards. He said there are lots out there contributing, and he is very appreciative. Mayor asked the community to continue supporting local and give as much as you can if you have any extra. He said he is grateful the City has been able to offer the utility assistance programs and hopes those in need take advantage of the opportunity. Mayor said he knows staff is really working hard and he appreciates all the efforts. Council Member Dvorak said he has a contact for a company that is willing to match funds donated to the Iowa Food Bank and can provide the link if anyone is interested.

7. Adjournment

MOTION: A motion was made by Anderson and seconded by Dvorak to adjourn at 6:50 p.m.
MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, May 11, 2020

Jason Morse, Mayor

Attest

Jenny Gibbons, City Clerk