

Muscatine County Board of Supervisors
Monday, January 6, 2014

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Furlong, Howard, Sorensen, Sauer and Kelly present. Chairperson Howard presiding.

On a motion by Furlong, second by Kelly, the agenda was approved as corrected. Ayes: All.

On a motion by Sorensen, second by Sauer, claims dated January 6, 2014 were approved in the amount of \$189,611.71. Ayes: All.

Vic Amoroso, A&J Associates, updated the Board on various HVAC Design projects stating there is enough capacity in the Courthouse/Jail geothermal field to handle the Administration Building and Attorney's Office so he would like to change the scope of the project to replace the Administration Building HVAC with a geothermal solution. Amoroso stated the Administration would have backup supplemental boiler heat for a day like today. Board consensus was that it was a good idea. Amoroso stated they are sorting through some control issues with the contractor on the DHS and Old Jail projects, but they are in close out mode. Amoroso stated the delivery of the evaporative cooler to Community Services has been pushed back to January 17th. Howard asked for an approximate cost to finish the top two floors of the DHS building. Amoroso estimated \$700,000. Amoroso stated that the Courthouse, Jail, Community Services and DHS are all monitored and controlled by computer.

On a motion by Kelly, second by Sorensen, the Board approved the Muscatine County Recorder's Report of Fees Collected for the quarter ending December 31, 2013 in the amount of \$55,876.52. Ayes: All.

On a motion by Furlong, second by Sorensen, the Board approved the Muscatine County Civil Department's Report of Fees Collected for the quarter ending December 31, 2013 in the amount of \$28,935.18. Ayes: All.

On a motion by Kelly, second by Sorensen, the Board approved the Muscatine County Treasurer's Report of Fees Collected for the quarter ending December 31, 2013 in the amount of \$105,535.53. Ayes: All.

On a motion by Kelly, second by Sorensen, the Board approved the Muscatine County Auditor's Report of Fees Collected for the quarter ending December 31, 2013 in the amount of \$384.46. Ayes: All.

On a motion by Sorensen, second by Sauer, minutes of the Thursday, January 2, 2014 regular meeting were approved as written. Ayes: All.

Correspondence:

Howard, Kelly, Sorensen and Furlong reported contacts regarding requirements

for Board appointments on today's agenda.

The Board received a thank you from MCSA for the Board's tour of the facility on December 23rd.

The Board received a Notice from FEMA of revised Flood Insurance Rate Maps and the Zoning Administrator is working on the necessary revisions to the Flood Plain Ordinance for Board action before the April 16, 2014 deadline.

No committee reports were noted.

On a motion by Kelly, second by Sorensen, the Board appointed Dave Watkins to the Muscatine County Compensation Board for a term ending June 30, 2017.

The Board reviewed applications received from Jim Wester, Brian Wright and Bonnie Adkins to fill two vacancies on the Muscatine County Board of Health.

The Board reviewed an application received from James Goedken for appointment to the Conservation Board. On a motion by Furlong, second by Kelly, the Board appointed James Goedken to the Conservation Board for a 5-year term ending December 31, 2018. Ayes: All.

On a motion by Sorensen, second by Furlong, the Board authorized Community Services Director Michael Johannsen to fill a Social Worker – Trust Program position. Ayes: All.

The meeting was adjourned at 9:34 A.M.

ATTEST:

Leslie A. Soule, County Auditor

Robert E. Howard, Chairperson
Board of Supervisors

Muscatine County Board of Supervisors
Monday, January 13, 2014

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Furlong, Sorensen, Howard, Sauer and Kelly present. Chairperson Howard presiding.

On a motion by Kelly, second by Furlong, the agenda was approved as written. Ayes: All.

On a motion by Sorensen, second by Furlong, the Board approved the Muscatine County Treasurer's Semi-Annual Report for the period of July 1, 2013 to December 31, 2013 for publication. Ayes: All.

On a motion by Kelly, second by Sorensen, the Board authorized the Chair to sign Statement of Election Costs for the September 10, 2013 Muscatine County School Elections and the November 5, 2013 Muscatine County City Elections. Ayes: All.

On a motion by Sorensen, second by Sauer, minutes of the Monday, January 6, 2014 regular meeting were approved as written. Ayes: All.

Correspondence:

Sauer reported several calls regarding slick County roads.

Howard reported a contact asking the Board to consider starting each Board meeting with the pledge of allegiance.

Howard, Sorensen, and Furlong reported numerous contacts regarding appointments to the Board of Health.

Howard, Sorensen, and Furlong reported several contacts regarding the use of tasers at the Jail.

Committee Reports:

Furlong, Kelly and Sauer attended a Muscatine County Comprehensive Plan Review January 8th.

Sorensen attended a Website Redesign Committee meeting January 7th.

Kelly attended a Muscatine County Health Association meeting January 8th.

Kelly attended a Seventh Judicial meeting January 10th.

Discussion was held with Mike Warden, Knapp-Warden LLC, regarding the condition of the roof at the Muscatine County Community Services building. Warden stated the biggest issue is that the roof leaks and they need to get that corrected. Warden stated that the main roof is leaking badly and will also require some masonry work. Warden proposed going out for bids on the main roof and masonry, with the lower roof and asphalt shingle roof as separate alternates. Budget Coordinator Sherry Seright stated that General Services has requested an exterior ladder from the lower roof to the upper roof. Board consensus was to include the ladder in the base bid. On a motion by Kelly, second by Furlong, the Chair was authorized to execute a contract between Muscatine County

and Knapp-Warden LLC for professional services related to the Muscatine County Community Services Building Re-Roof Project. Ayes: All.

On a motion by Kelly, second by Sorensen, the Board set a public hearing for Monday, January 27, 2014 at 7:00 P.M. on proposed plans, specifications, form of contract and estimated cost for the Administration Building HVAC Project. Ayes: All.

A motion by Furlong to appoint Brian Wright and Bonnie Adkins to the Muscatine County Board of Health died for lack of a second. On a motion by Sorensen, second by Kelly, the Board appointed Brian Wright to the Muscatine County Board of Health for a term ending December 31, 2016. Ayes: All. On a motion by Sauer, second by Sorensen, the Board appointed Jim Wester to the Muscatine County Board of Health for a term ending December 31, 2016. Ayes: Sorensen, Kelly, Sauer and Howard. Nay: Furlong.

The Board reviewed applications received from Tom Spread, David Jones and Shannon McNaul for appointments to the Mercer-Muscatine Revolving Loan Fund Administration Board. Further discussion and appointments will be acted on at the next meeting.

The Board reviewed the health/dental fund balance as of December 31, 2013.

The meeting was adjourned at 9:40 A.M. Ayes: All.

ATTEST:

Leslie A. Soule, County Auditor

Robert E. Howard, Chairperson
Board of Supervisors

Muscatine County Board of Supervisors
Monday, January 20, 2014

The Muscatine County Board of Supervisors met in regular session with Furlong, Sorensen, Howard, and Kelly present. Sauer was absent. Chairperson Howard presiding.

On a motion by Kelly, second by Furlong, the agenda was approved as written. Ayes: All.

On a motion by Sorensen, second by Furlong, claims dated January 20, 2014 were approved in the amount of \$507,733.16. Ayes: All.

Joni Axel updated the Board on the Blue Zones Project. Axel briefly recapped Muscatine County's role in the project, outlined where the project is in regard to certifications, and referenced future expectations of the project. Mary O'Dell, Trinity Public Health and Greg Jenkins, Greater Muscatine Chamber of Commerce, also spoke about the Blue Zones Project.

On a motion by Furlong, second by Kelly, a public hearing was set for Monday, February 10, 2014 at 9:00 A.M. on proposed amendments to the Muscatine County Zoning Ordinance to add youth and religious camps and retreat facilities as a permitted special use in the A-1 Agricultural District. Ayes: All.

Discussion was held with Zoning Administrator Jodee Stepleton regarding approval of a preliminary plat of the proposed one lot agricultural subdivision, Stecher Farms Subdivision, containing approximately 4 acres in Fulton Township. On a motion by Kelly, second by Sorensen, the Board approved a preliminary plat of the proposed one lot agricultural subdivision, Stecher Farms Subdivision, containing approximately 4 acres in Fulton Township. Ayes: All.

On a motion by Kelly, second by Sorensen, the Board approved Resolution #01-20-14-01 Approval of Final Plat of Stecher Farms Subdivision, pending approval by the Muscatine County Board of Health. Roll call vote: Ayes: All.

On a motion by Furlong, second by Sorensen, the Board approved Resolution #01-20-14-02 Approval of Final Plat of Brannen Acres Subdivision, pending approval by the Muscatine County Board of Health. Roll call vote: Ayes: All.

On a motion by Furlong, second by Sorensen, the Chairperson was authorized to sign the HAVA Election Equipment Annual Certification. Ayes: All.

The Board canvassed the Drainage District #2 Election held on January 13, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – Two (2) votes were cast. Chris Meacham received Two (2) votes. Chris Meacham was elected. For the office of Trustee for a two-year term beginning

January 20, 2014 - Two (2) votes were cast. Mike Walker received Two (2) votes. Mike Walker was elected.

On a motion by Kelly, second by Furlong, minutes of the Monday, January 13, 2014 regular meeting were approved as written. Ayes: All.

Correspondence:

Howard, Kelly, Sorensen and Furlong reported a letter of request from the Democratic Central Committee which was referred to the County Attorney for response.

Howard received contacts concerning budget issues and another request about reciting the Pledge of Allegiance before Board meetings.

Sorensen received contact regarding an employment issue.

Committee Reports:

Kelly and Sorensen attended a M.A.G.I.C. Committee meeting January 13th.

Kelly attended a Muscatine Community Health Association meeting January 14th.

Howard attended a Milestones Special Executive meeting January 16th.

Howard attended a Fruitland City Council meeting January 14th. Sorensen attended a meeting of representatives of the City of Wilton and the Cedar County Board of Supervisors to discuss future issues regarding a shared road east of the Wilton city limits February 15th. Sorensen attended a Leadership Muscatine government forum and spoke on the leadership role of a county supervisor February 16th.

On a motion by Kelly, second by Sorensen, the following utility permit was approved: Eastern Iowa Light & Power - overhead line crossing Ward Avenue to 3691 171st Street service. Ayes: All.

County Engineer Keith White updated the Board on Secondary Road projects stating Godbersen-Smith was in the process of removing the old bridge foundations at the Saulsbury Bridge and completion of the approaches to the bridge are scheduled for Spring. White also stated design work on the Burlington Road Bridge replacement should be completed in time for Spring bid letting.

On a motion by Kelly, second by Sorensen, Tom Spread was appointed to the Mercer - Muscatine Revolving Loan Fund Administration Board for a term ending June 20, 2016. Ayes: All. On a motion by Sorensen, second by Furlong, Dave Jones was appointed to the Mercer - Muscatine Revolving Loan Fund Administration Board for a term ending June 20, 2016. Ayes: All.

On a motion by Furlong, second by Sorensen, the Board accepted final completion of the Old Jail HVAC Upgrade Project and approved final pay application in the amount of \$63,767.55. Ayes: All.

On a motion by Furlong, second by Kelly, the Board approved Resolution #01-20-14-03 Encouraging an Increase to the State Fuel Tax Rates. Roll call vote: Ayes: Furlong, Sorensen, Kelly. Nays: Howard. Howard stated he objected to the wording and felt 100% of the revenues should only be spent on our roadways.

The Board recessed at 9:58 A.M. and reconvened at 10:15 AM.

Mary O'Dell, Director of Public Health reviewed the FY14/15 budget request for the Board of Health stating the proposed budget asks for a 2.5% increase over last year. She also stated the new budget request would cost, on average, less than \$5 per resident. O'Dell also presented a chart comparing the average cost of Public Health per resident with other area counties. According to her chart, Muscatine County's costs were considerably lower than other area counties.

Zoning Administrator Jodee Stepleton reviewed the FY14/15 budget request for Zoning/Environmental Services stating that the only increase is for training, meals and lodging, for a new part-time employee.

County Engineer Keith White reviewed the FY14/15 budget request for Secondary Roads stating his goal was to try to get the budget expenditures down to match what the income will be. White stated the primary issue with meeting a budget, has much to do with the fiscal-year timeline and because of weather, and other set-backs, the Saulsbury Bridge Project was not completed in one fiscal year.

The Board recessed at 11:54 A.M. and reconvened at 1:00 P.M.

Conservation Director Curt Weiss reviewed the FY14/15 budget request for the Conservation Department stating the only non-personnel increase in his proposed budget is \$5,500, of which \$3,000 is designated for three more portable toilets at Deep Lakes Park. Weiss stated since 1976 several new wildlife areas and parks have been added to the County Conservation Board system, but only two additional full-time employees have been added. With the addition of the 435 acre Deep Lakes Park, Weiss is requesting an additional full-time employee (in the \$45,000 salary range) who will be certified as a Peace Officer and also perform some of the maintenance duties.

County Attorney Alan Ostegren reviewed the FY14/15 budget request for the Attorney's Office stating the most significant increase in his budget provides for an additional Assistant County Attorney at an approximate cost of \$75,000. Ostegren stated the recent implementation of the fees collection program has generated over \$100,000 in excess of program costs in the County Attorney's department. Ostegren also stated a new assistant would allow the office to prosecute more cases in a timely manner. Ostegren said some cases aren't being resolved in less than 8 months and there could be cost savings on the "jail side" because timely prosecution could lessen jail time for prisoners waiting for case resolution. Ostegren stated he is planning an upgrade to their Pro Law Software that will be paid out of forfeiture funds.

Information Services Director Bill Riley reviewed the FY14/15 budget request for the Information Services Department stating he has included a request from the Recorder's Office to replace their indexing software at a cost of approximately \$40,000.

County Treasurer Jerry Coffman reviewed the FY14/15 budget request stating that due to a reduction in staff, the tax statement mailings are outsourced and the biggest difference in this year's budget is due to the U.S. Postal Service's increase in stamps.

County Recorder Cindy Gray reviewed the FY14/15 budget request for the Recorder's Office stating there are basically no changes in her budget from last year, but that she is still working on microfilm imaging of her books.

The meeting was adjourned at 3:04 P.M.

ATTEST:

Leslie A. Soule, County Auditor

Robert E. Howard, Chairperson
Board of Supervisors

Muscatine County Board of Supervisors
Tuesday, January 21, 2014

The Muscatine County Board of Supervisors met in special session at 9:00 A.M. with Furlong, Sorensen, Howard, Sauer and Kelly present. Chairperson Howard presiding.

On a motion by Furlong, second by Sorensen, the agenda was approved as written. Ayes: All.

Sheriff Dave White reviewed the FY14/15 budget request for the Sheriff's Office and Jail stating he is showing an increase in uniforms because this is the year by contract that they replace bullet proof vests, but that a federal grant pays for half of the cost. White stated he also increased patrol cars slightly due to rising costs and increased setup of the new vehicles since he cannot reuse the same cages as they no longer purchase Crown Victorias. White stated the Jail budget reflects decreases partially due to reduced number of inmates. White does not anticipate growth in inmate count in the near future. White stated he also reduced utilities due to the savings he is seeing with the geothermal system. White stated he has not been able to update policies and procedures since he and the Jail Administrator have no secretary, nor a window person, so he will be coming forward in the next month with a plan on how to get that done. White stated the inmate work crew program has been very successful and a great benefit to the County and other communities in the County.

White stated he has included \$5,500 in his budget for Search and Rescue to cover expenses. White stated there may be a need for some upgrading of equipment in the future, but for right now everything is in good shape.

Tom Summitt, Chief Medical Examiner Investigator, reviewed the FY14/15 budget request for Medical Examiner. Summitt requested an hourly increase from \$32.20 to \$34.00 per hour for medical examiner investigators stating they have not had an increase since 2008. Summitt also requested a \$5,000 per year administrative fee as he currently receives no compensation for his management of the Medical Examiner Office. Summitt stated the budget reflects a decrease in medical examiner fees paid to Unity because currently Dr. Odell is the only doctor contacted when a death occurs and he is no longer charging the County for his services. Summitt stated that total death investigations in 2013 were 79.

Summitt stated that the EMS Grant for FY14/15 is budgeted at \$8,000 which covers training.

The Board recessed at 10:10 A.M. and reconvened at 10:17 A.M.

Community Services Director Mike Johannsen reviewed the FY14/15 budget requests for General Assistance and Veterans Affairs stating they share some resources and the combined budget proposal reflects a decrease. Johannsen stated they have several partners relative to prevention including the Y-Family Program Services and the MSCA

Shelter. Johannsen stated that the Capacity Grant that the County pays to MCSA is merely helping to keep the doors open, so the County still pays rent to MCSA for County residents. Johannsen stated the number of veterans serviced by Veterans Affairs is continuing to increase. Johannsen stated they have allocated a little more time from other staff members to alleviate some of the excess work handled by the Veterans Affairs department and he is working with the Veterans Affairs Commission and Human Resources to possibly develop new job descriptions to reflect the changes.

Johannsen reviewed the FY14/15 budget request for Mental Health stating the budget he is proposing will be folded into the regional system at the end of FY14. Johannsen stated Muscatine County funds will be managed and spent locally, but will have to be approved by the Region. Johannsen stated that after this fiscal year, the Region will be deciding how to spend the funds for the Region which will be how the equalization funds that the Region receives from the State of Iowa will be utilized, since in the past, not all Counties had the same practices and some Counties may not have enough to cover the additional expenses.

The Board reviewed the FY14/15 budget requests for Administration/Board of Supervisors, Court Services and Non-Departmental with Budget Coordinator Sherry Seright and Administrative Services Director Nancy Schreiber. Seright stated that the County share of the Disaster Services budget has increased from \$12,000 to \$76,452 due to a change in how Emergency Management is funded. Seright stated that the assessment method the County is using to bill the other cities in the County is being changed to determination of each entity's share by valuation rather than by Census. Seright noted a significant decrease in Workman's Compensation due to the County's experience.

The Board reviewed the FY14/15 budget request for General Services with Budget Coordinator Sherry Seright. Seright stated the total budget has been reduced by 5%. Seright asked the Board to consider promoting one of the Custodians to a Lead Custodian to better coordinate custodial work and purchasing of custodial supplies.

Personnel and Business Manager Felicia Toppert reviewed the FY14/15 budget request for the Iowa Department of Human Services. Toppert stated that the geothermal system will increase the revenues, but there is no way at this time to know the amount of that increase.

The meeting was adjourned at 12:02 P.M.

ATTEST:

Leslie A. Soule, County Auditor

Robert E. Howard, Chairperson
Board of Supervisors

Muscatine County Board of Supervisors
Wednesday, January 22, 2014

The Muscatine County Board of Supervisors met in special session at 9:00 A.M. with Furlong, Sorensen, Howard, Sauer and Kelly present. Chairperson Howard presiding.

On a motion by Kelly, second by Furlong, the agenda was approved as written. Ayes: All.

The Board canvassed the Muscatine-Louisa Drainage District #13 Second District Election held on January 18, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 3,583 votes were cast. Terry Martin received 3,583 votes. Terry Martin was elected.

The Board canvassed the Muscatine-Louisa Island Levee Second District Election held on January 18, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 6 votes were cast. Keith Bartenhagen received 6 votes. Keith Bartenhagen was elected.

The Board canvassed the Drainage District #9 Election held on January 18, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 3 votes were cast. David Millage received 3 votes. David Millage was elected.

The Board canvassed the Drainage District #10 Election held on January 17, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 6 votes were cast. Gary Hepker received 4 votes and Travis Parry received 2 votes. Gary Hepker was elected.

The Board reviewed the Auditor's Office FY14/15 funding request with County Auditor Leslie Soule. Soule requested a pay increase for precinct election officials from \$7.25 to \$8.00 per hour and for precinct chairpersons to \$10 per hour stating that very few counties still pay minimum wage to their precinct officials and this would be in line with what the majority of counties are paying to their election officials and chairpersons. Soule stated precinct chairpersons have a huge responsibility managing the M100 and Automark voting equipment and now the precinct atlas laptops and paying them slightly more might encourage more to step up to that responsibility. Soule stated that currently she only has enough Precinct Atlas equipment to cover every precinct during the Primary, with no extra equipment to use for training once the current equipment has been programmed for the Primary and no extra equipment to use on election day should an issue arise so she is requesting \$2,000 to purchase a couple of extra laptops, scanners and label printers to meet these needs.

The Board recessed at 9:32 A.M. and reconvened at 9:40 A.M.

The Board reviewed FY14/15 funding requests from outside agencies as follows:

Muscatine Legal Services – Jean Pfeiffer		
FY13/14 Allocation \$20,500		FY14/15 Request \$21,525
River Bend Transit – Randy Zobrist		
FY13/14 Allocation \$7,000		FY14/15 Request \$7,000
Greater Muscatine Chamber of Commerce and Industry - Greg Jenkins		
FY13/14 Allocation \$10,000		FY14/15 Request \$10,000
Quad Cities First – Greg Jenkins		
FY13/14 Allocation \$5,000		FY14/15 Allocation \$5,000
Senior Resources – Todd Poci		
FY13/14 Allocation \$38,601		FY14/15 Request \$40,000
Wilton Development Corporation – Mike Shugar, Becky Allgood and Chris Ball		
FY13/14 Allocation \$4,500		FY14/15 Request \$5,000
WELEAD (West Liberty Development) – Lee Geertz		
FY13/14 Allocation \$3,000		FY14/15 Request \$6,000
Muscatine County Fair Board – Lori Gosenberg		
FY13/14 Allocation \$24,000		FY14/15 Request \$24,000
Muscatine Convention & Visitors Bureau – Hannah Wilke		
FY13/14 Allocation \$2,500		FY14/15 Request \$5,000
Eastern Iowa Tourism Association – Hannah Wilke		
FY13/14 Allocation \$500		FY14/15 Request \$500

The Board recessed at 11:55 A.M. and reconvened at 1:00 P.M.

Milestones – Connie Holland	FY14/15 Request \$16,420
QC Career Connections – Ryan Bobst	FY14/15 Request \$7,654
Wilton Library – Sharon Bowers	
FY13/14 Allocation \$13,260	FY14/15 Request \$14,000
Musser Public Library – Pam Collins	
FY13/14 Allocation \$107,395	FY14/15 Request \$110,080
West Liberty Library – Janette McMahon	
FY13/14 Allocation \$13,260	FY14/15 Request \$15,500

The meeting was adjourned at 2:25 P.M.

ATTEST:

Leslie A. Soule, County Auditor

Robert E. Howard, Chairperson
Board of Supervisors