

Muscatine County Board of Supervisors  
Monday, January 27, 2014 - Special Session

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 Sorensen, the agenda was approved as written. Ayes: All.

Discussion was held with Emergency Manager Matthew Shook regarding Muscatine County's share of the FY14/15 Emergency Management budget. Shook stated the County share of the Emergency Management budget will increase to \$73,661 accounting for some grants that are decreasing or disappearing and also in the way that funding is being calculated. Shook stated the allocation between the amount of funding from the levy authorities will be determined by property valuation rather than by census. Furlong asked why the budget is increasing from \$40,000 to \$170,000. Budget Coordinator Sherry Seright stated that formerly, E911 dollars were being used to fund Emergency Management which is not how those funds should be used. Shook stated that E911 funds will be used for MUSCOM in the future.

MUSCOM Manager Lorrie Lacina reviewed the FY14/15 MUSCOM budget stating the budget includes an increase in training to allow for \$1,000 per employee (2 trainings). Lacina proposed capital improvements as follows for relocation of the Communications Center: radio consoles - \$200,000; installation of radio consoles - \$100,000; workstation replacement - \$100,000; installation of an electrical system independent of fire/police department - \$100,000; Houser Street Tower building/electrical/security/sitework - \$50,000; Eventide/Zetron/Phone system upgrade and/or replacement - \$100,000; and Conesville/West Liberty/Wild Cat Den tower projects - \$100,000.

Howard stated he proposes outside agencies be reduced by 25% per year with no new agencies funded, new hire requests by the County Attorney and Conservation Board be funded to start at mid-year (January 1<sup>st</sup>) and fund levies be adjusted by reducing the General Supplemental fund levy by an equal amount to a proposed increase to the General Fund levy.

County Attorney Alan Ostergren stated he would be grateful if the Board approved the new hire in his office for a January 1<sup>st</sup> start rather than not at all. Ostergren stated he could possibly free up \$5,000 - \$6,000 of the intern line item if he is allowed to add a new Assistant County Attorney starting in the fall rather than waiting until January 1<sup>st</sup>.

Discussion was held regarding funding for outside agencies to be included in the proposed FY14/15 budget. Board consensus was to fund outside agencies as follows: Muscatine Legal Services - \$21,525; River Bend Transit - \$7,000; Senior Resources - \$38,601; Greater Muscatine Chamber of Commerce & Industry - \$10,000; Quad Cities First - \$5,000; Wilton Development Corporation - \$3,000; West Liberty Development Corporation - \$3,000; Muscatine County Fair Board - \$24,000; Convention and Visitors

Bureau - \$2,500; Eastern Iowa Tourism Association - \$500; Wilton Library - \$13,525; West Liberty Library - \$13,525; and Musser Public Library - \$109,543. Board consensus was to deny funding requests from Milestones and Quad City Career Connections.

Discussion was held regarding the Medical Examiner request for an increase to \$34.00 per hour for Medical Examiner Investigators and a \$5,000 Administrative fee to the Chief Medical Examiner Investigator. Administrative Services Director Nancy Schreiber suggested rather than paying an administrative fee, she would suggest increasing the Chief Medical Examiner Investigator to \$38.00 per hour to cover the additional responsibility. Board consensus was to include \$34.00 per hour for Medical Examiner Investigators and \$38.00 per hour for the Chief Medical Examiner Investigator in the FY14/15 budget.

The Board recessed at 11:02 A.M. and reconvened at 11:07 A.M.

Discussion was held regarding proposed FY14/15 capital projects. Projects were presented and discussed individually by Budget Coordinator Sherry Seright. Board consensus was to proceed with budgeting for a \$1,500,000 borrowing in FY14/15.

Board consensus was to include the following in the FY14/15 capital projects budget: Administration Building County Attorney Security Wall/Door - \$20,000; Replace Security Light in Alley at Jail - \$5,000; Repair Employee Door Off Alley at Jail - \$20,000; DHS Repair/Replace Elevator - \$130,000; DHS Repair/Replace Outside Lighting - \$12,000; DHS Windows - \$350,000; DHS Building Generator/Emergency Lighting - \$50,000; MUSCOM Communications Equipment - \$750,000; Courthouse Paint/Floor Court Administration Office - \$12,000; Courthouse Exterior Lighting - \$16,000; Courthouse Elevator Controls Update - \$15,000; Repair Driveway/Guardrail Adjacent to Historic Jail - \$25,000; and Upgrade County Recorder Computer Software - \$85,000 for a total of \$1,490,000.

Board consensus was to place further consideration of the following capital projects under future budgets after FY14/15: Administration Building ADA Changes - \$100,000; Courthouse Interior Plaster Repair - \$25,000; Courthouse 3<sup>rd</sup> Floor Courtroom Restoration - \$475,000; Community Services Building Windows - \$300,000; Community Services Repair Water Damaged Floors - \$5,000; community Services Building Repair Drain Pipe Under Floor - \$35,000; DHS Building HVAC Floors 2 & 3 - \$900,000; DHS Building Remodel for Community Services - \$1,000,000; DHS Building Additional Parking - \$184,000; DHS Building Repair Roads - \$150,000; and Upgrade County Computer Software - \$200,000.

The Board recessed at 12:01 P.M. and reconvened at 1:03 P.M.

The Board held ongoing discussion of the proposed FY14/15 Muscatine County Budget. Budget Coordinator Sherry Seright reviewed FY14/15 estimated fund summaries based on current budget requests submitted to the Board as follows: General Basic - \$3.50 levy results in a 20% fund balance; General Supplemental - \$2.62 levy results in a 44% fund

balance; MH/DD - \$1.12 levy results in a 47% fund balance; Rural Services - \$2.54 levy results in a 43% fund balance for Rural Services and a 9% fund balance for Secondary Roads; and Debt Service - \$.53 levy results in a 6% fund balance. Seright presented Option 2 for the General Fund which raises the General Basic levy to \$3.80 which would result in a 25% fund balance. Seright also presented Option 3 for the General Fund which raises the General Basic levy to \$3.80, but also reduces the General Supplemental levy to \$2.32 which would result in a 32% fund balance. Board consensus was to proceed with Option 3 for the General Fund levy which results in an overall levy of \$10.31 per thousand.

The Board discussed additional personnel requested by the County Attorney and Conservation Board. Howard stated again that he would suggest the Board consider adding positions mid-year. Board consensus was to fund the new position requested by the Conservation Board for the entire budget year, but not to fund a new position in the County Attorney's Office.

Board consensus was to reduce to the General Basic increase based on decisions made by the Board with outside agencies and the County Attorney position, but to still decrease the General Supplemental levy by 30 cents. Budget Coordinator Sherry Seright will return next Monday with a proposed budget that reflects changes discussed by the Board today.

Further discussion on Capital Improvements was held with Board consensus was to include \$20,000 for DHS Floor Plan Professional Design Fees, while still staying within the \$1,500,000 that is being borrowed for Capital Improvements.

The meeting was adjourned at 2:12 P.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Robert E. Howard, Chairperson  
Board of Supervisors

Muscatine County Board of Supervisors  
Monday, January 27, 2014 - Regular Session

The Muscatine County Board of Supervisors met in regular session at 7:00 P.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.

A public hearing was called to order at 7:02 P.M. by Chairperson Howard on proposed plans, specifications, form of contract and estimated cost for the Administration Building HVAC Design Project. John Jurca, A&J Associates, provided an overview of the project. No one spoke against the project. On a motion by Furlong, second by Sorensen, the public hearing was closed at 7:07 P.M. Roll call vote: Ayes: All. On a motion by Sorensen, second by Sauer, the Board approved Resolution #01-27-14-01 Approving Plans, Specifications, Form of Contract and Estimated Cost of \$717,000 for the Muscatine County Administration Building HVAC Design Project. Roll call vote: Ayes: All.

On a motion by Sorensen, second by Sauer, the Board approved 2013 business property tax credit applications, with the exception of 53 parcels, as recommended by the Auditor's Office. Ayes: All.

The Board canvassed the Drainage District #1 Election held on January 17, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 5 votes were cast. Travis Parry received 5 votes. Travis Parry was elected.

The Board canvassed the Drainage District #4 Election held on January 17, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 4 votes were cast. Russ VanAcker received 4 votes. Russ VanAcker was elected.

The Board canvassed the Drainage District #5 Election held on January 17, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 4 votes were cast. Carl Geertz received 4 votes. Carl Geertz was elected.

The Board canvassed the Levee District #17 Election held on January 18, 2014. Results were as follows: For the office of Trustee for a three-year term beginning January 25, 2014 – 4 votes were cast. Louis Broders received 4 votes. Louis Broders was elected.

On a motion by Kelly, second by Sorensen, minutes of the Monday, January 20, 2014 regular meeting, Tuesday, January 21, 2014 special meeting and the Wednesday, January 22, 2014 special meeting were approved as written. Ayes: All.

Correspondence:

Howard and Kelly reported contacts regarding gas tax.

Howard reported a contact regarding the County budget process.

Sorensen received a letter from a free clinic in Iowa City asking for funding from Muscatine County.

The Board received a notice from the City of Muscatine that they are in the process of amending the urban renewal plan for the Consolidated Muscatine Urban Renew Area with a meeting scheduled for February 6<sup>th</sup> at 1:30 P.M. to discuss the amendment and a public hearing scheduled for February 20<sup>th</sup> at 7:00 P.M. on the proposed amendments.

Committee Reports:

Furlong, Howard and Sauer attended a MUSCOM meeting January 23<sup>rd</sup>.

Furlong and Howard attended a Bi-State Regional meeting January 22<sup>nd</sup>.

Sauer attended a Muscatine County Hazard Mitigation meeting January 23<sup>rd</sup>.

Howard attended a Muscatine County Conservation Board meeting January 20<sup>th</sup>.

Furlong attended a Muscatine County Solid Waste Management meeting January 23<sup>rd</sup>.

Howard and Sauer attended the Emergency Management/E911 budget sessions January 23<sup>rd</sup>.

On a motion by Furlong, second by Sorensen, the Board accepted the January 2014 payroll claims. Ayes: All.

Administrative Services Director Nancy Schreiber distributed revised funding summaries for the FY14/15 budget that reflect a 26 cent increase to the General Basic levy with a corresponding decrease to the General Supplemental levy of 33 cents in order to maintain a 31% fund balance in the General Supplemental Fund and allow for no overall increase for FY14/15 from the FY13/14 Muscatine County property tax rates.

The meeting was adjourned at 7:31 P.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Robert E. Howard, Chairperson  
Board of Supervisors

Muscatine County Board of Supervisors  
Monday, February 17, 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 Furlong, second by Sauer, the agenda was approved as written. Ayes: All.

On a motion by Sorensen, second by Sauer, claims dated February 17, 2014 were approved in the amount of \$276,747.55. Ayes: All.

On a motion by Furlong, second by Sorensen, the Board authorized the Chairperson to execute an application for a FY2015 Governor's Traffic Safety Bureau Impaired Driving Grant in the amount of \$38,166.50. Ayes: All.

On a motion by Furlong, second by Sorensen, an ordinance amending 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 was approved on the second of three readings. Roll call vote: Ayes: All.

On a motion by Sorensen, second by Sauer, minutes of the Monday, February 10, 2014 regular meeting were approved as written. Ayes: All.

No correspondence was noted.

Committee Reports:

Howard attended an Emergency Food and Shelter Program meeting February 11<sup>th</sup>.

Howard attended a Fruitland City Council meeting February 11<sup>th</sup>.

The Board reviewed the health/dental fund balance as of January 31, 2014.

The Board directed Administrative Services Director Nancy Schreiber to look into the process for the possible combination of County offices. Sorensen stated he would like input from the public on whether or not they would like to pursue any possible combination of County offices.

The meeting was adjourned at 9:18 A.M.

ATTEST:

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Betty L. Wamback, First Deputy Auditor

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Robert E. Howard, Chairperson  
Board of Supervisors