

Muscatine County Board of Supervisors
Monday, July 11, 2016

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

On a motion by Kelly, second by Howard, the agenda was approved as amended to move the bid letting after claims and delete the closed session as the County Attorney is out of town. Ayes: All.

William Hopkins, 3395 Pearl Street, Muscatine, stated the mudslide on his property is getting worse as water flows from the road right into the mudslide area. Hopkins stated he would like the County to bank the road in order for the water to flow into the culvert. Hopkins stated someone needs to come out and clean up the culverts because they are plugged up again and the ditches are full of rock. The Board will discuss the issue with the County Engineer.

On a motion by Kelly, second by Sauer, claims dated July 11, 2016 were approved in the amount of \$455,557.85. Ayes: All.

County Engineer Keith White presented the bids for four hot mix asphalt overlay projects: LFM-(03-01)—7X-70 – on Pettibone Avenue from 57th Street to Stewart Road; L-(FR-2)--73-70 on 57th Street from Muscatine Corp. Line to Stewart Road and Stewart Road to Pettibone Avenue; LFM-(FR-5)—7X-70 on Stewart Road from the County Line to Fruitland Road; and L-(M16-1)-73-70 on Moscow Road from 155th Street to Hwy 6 (bridge) as follows:

	<u>Illowa Investment</u>	<u>Brandt Construction Co.</u>
LFM-(03-01)—7X-70	\$598,207.03	\$859,909.25
L-(FR-2)—73-70	\$592,875.83	\$840,503.83
LFM-(FR-5)—7X-70	\$575,880.29	\$792,244.68
L-(M16-1)—73-70	<u>\$480,127.23</u>	<u>\$797,181.84</u>
Total	\$2,247,090.38	\$3,289,839.60

Discussion was held with County Sheriff C. J. Ryan regarding the potential purchase of a Courthouse security camera system. Ryan stated that County Attorney Alan Ostergren could not attend, but is in agreement with installing a security camera system in the Courthouse. Ryan stated funds are available in the FY15/16 and Fy16/17 budgets for Courthouse Security totaling \$28,531. Ryan presented a quote from FSS, Inc. in the amount of \$19,537 which will provide security camera coverage on all three floors of the courthouse. Ryan stated the recording system including storage will be housed at the Jail. Ryan stated FSS, Inc. has provided quality work for the Jail and Public Safety Building. Ryan recommended proceeding with the project. Ryan stated the system is designed to expand if necessary. Bonebrake asked if the extra funds available would cover exterior cameras. Ryan stated he would have to check on that as it was not part of the quote. Dave Watkins, 2566 122nd Street, suggested an outside camera that would cover a juror to the parking lot. Ryan stated he will check on adding exterior cameras, but asked the Board to move forward with approval of the quote for the interior security cameras. The item will be placed on next week's agenda for Board consideration.

Discussion was held with Emergency Manager Matt Shook regarding the Wilton Radio Site Addition Project. Shook stated a tower is recommended for better coverage in the areas of Wilton (including the Wilton schools), Stockton and Durant. Shook stated the City of Wilton is providing in-kind donations in the amount of \$202,000 which will lower the cost of the site from \$477,000 to \$275,000. Shook stated this will allow access to the new State of Iowa System making the County eligible for approximately \$200,000 in State 911 grants. Shook stated Motorola has guaranteed the site will be ready to provide coverage in the Wilton schools by the time school starts. In response to a question from Sorensen, Shook stated they currently have coverage in all other schools except Wilton. On a motion by Sauer, second by Bonebrake, the Chairperson was authorized to execute an Installation Agreement with Motorola for the Wilton Radio Site Addition Project in the amount of \$275,000. Ayes: All.

Kelly asked Shook if he has any plans for additional training for local police and fire departments. Shook stated Motorola has offered to come back to conduct additional training free of charge. Bonebrake stated the responsibility for training lies with the Fire Chiefs and Police Chiefs of those departments. Bonebrake stated they can work with Shook to get it set up, but it is not his responsibility. Sorensen stated that if Motorola is offering it for free, they should take advantage of that and get it scheduled.

Discussion was held with Jeff Brummel and Carly Evans of Paragon Interiors regarding the proposed relocation of the Department of Human Services (DHS) to 315 Iowa Avenue. Brummel stated the proposal covers moving Community Services to the right of the front door of the building located at 315 Iowa Avenue and reconfiguring the left side for DHS. Brummel stated the project budget includes reconfiguring the Community Services reception counter to make it ADA compliant. Brummel stated the project budget of \$208,884.78 covers reconfiguration of the building and tearing down/moving furniture for 38 DHS employees and 16 Community Service employees. Brummel stated all shared meeting rooms will be on the lower level for which DHS will provide the furniture. Brummel stated additional options at a cost of \$47,034.37 cover new furniture, flooring and painting in some of the private offices, as well as new furniture in areas of Community Services and DHS to give a more uniform appearance. Sherry Seright stated General Services staff is currently painting the lower level, placing exhaust fans in the lower level restrooms, moving a water heater to make room for storage, and installing a sump pump. Brummel stated the HVAC portion of the project will be handled by AJ Associates. Brummel stated FSS, Inc. is handling moving and setting up the security system for DHS. Brummel stated security does not cover the interior security of Community Services however security cameras were included in the project for the entrances. DHS Region Administrator Felicia Toppert stated DHS will handle and pay for moving of computers and contents of desks, file cabinets, etc. Bonebrake stated he would pull out the cosmetic items until they see how much the new parking lot is going to cost. Budget Coordinator Sherry Seright stated she currently has \$325,000 as a placeholder for this project with the rest of the \$500,000 budgeted covering the purchase of property and installation of a parking lot. Sorensen stated he wants to place DHS and Community Services into a space that will last for years and wants the cubicle area to look nice. Bonebrake stated he is concerned about the cost of future acoustical adjustments that may need to be added to control the noise level of 38 employees in the same room. Howard stated he thinks they should just do the whole project due to the long term commitment the County is making to

this building. Board consensus was to proceed with developing an agreement for approval on next week's agenda including everything except the private office furniture with additional information to be provided on replacement of the private office furniture.

On a motion by Kelly, second by Howard, the Chairperson was authorized to execute a Preferred Provider Agreement between the Center for Alcohol and Drug Services, Inc. and Muscatine County. Ayes: All.

Discussion was held with Information Services Director Bill Riley regarding a server upgrade quote. Riley stated Dell offered to replace a server at Conservation for \$4,058.88 and another at the Sheriff's Office for \$6,610.38 for a 58-60% savings. Riley stated these servers were budgeted for replacement in FY17/18. Riley stated his opinion is to wait until FY17/18 to replace the servers as planned. Board consensus was not to proceed with the upgrade at this time.

Riley stated he is still looking at the options for the phone system at the Community Services Building. Riley stated he had a rough quote for \$14,100 for a new phone system for Community Services, but he wanted to look at what it would take to merge the two phone systems (DHS & Community Services). Riley stated if they use the newer DHS phone system, the approximate cost he was given was \$10,000 to merge the two systems. Riley stated the recommended way of doing this is to move a new phone system in ahead of the DHS move for Community Services and then work at adding the DHS handsets when they move in, but he does not have a cost for that yet. Riley will return with more information at a later date.

Information Services Director Bill Riley updated the Board on help desk activity for the month of June.

On a motion by Kelly, second by Sauer, the Board approved a contract, bond and certificate of insurance for L-(M16-5)—73-70 for Pavement Marking at various locations throughout the County with the apparent low bidder Vogel Traffic Services in the amount of \$77,338.68. Ayes: All.

County Engineer Keith White returned with the bids for hot mix overlay stating the Illowa Investment bid was actually one cent higher, but they are still lower than Brandt Construction Co. On a motion by Howard, second by Kelly, the Board accepted a bid from Illowa Investment for four hot mix asphalt overlay projects for a total cost of \$2,247,090.39. Ayes: All.

County Engineer Keith White updated the Board on Secondary Road Projects. Kelly asked about a culvert concern from Terry Martin on 41st Street. White stated that when the culvert repairs move that direction in a few weeks, they will take care of that issue. White stated he will go look at the mudslide in Fairport. White stated it is an extremely steep hillside and the water will come down whether the road is there or not and unless the County wants to spend a phenomenal amount of money, it will not be fixable. White stated there are two homes that the road is servicing and the County does monitor that road fairly frequently. White will provide an update after looking at it again.

On a motion by Kelly, second by Sauer, the Board accepted the Muscatine County Civil Department – Sheriff's Office Report of Fees Collected for the quarter ending June 30, 2016 in the amount of \$19,771.03. Ayes: All.

On a motion by Kelly, second by Sauer, the Board approved the Muscatine County Recorder's Report of Fees Collected for the quarter ending June 30, 2016 in the amount of \$63,110.70. Ayes: All.

On a motion by Sauer, second by Kelly, the Board accepted the Muscatine County Treasurer's Report of Fees Collected for the quarter ending June 30, 2016 in the amount of \$170,286.49. Ayes: All.

On a motion by Sauer, second by Bonebrake, the Board accepted the Muscatine County Auditor's Report of Fees Collected for the quarter ending June 30, 2016 in the amount of \$1,673.32. Ayes: All.

Discussion was held with County Auditor Leslie Soule regarding the potential purchase of new voting equipment after the 2016 General Election. Soule presented quotes from two vendors for 25 precinct scanners, 25 accessible devices and 1 central count reader as follows: Election Systems & Software, Inc. - \$264,825.00; and Unisyn - \$327,480.00 (includes rental of a central count reader for the 2016 General Election from ES&S). Soule stated Election Systems & Software, Inc. has satisfactorily provided the County's voting equipment since 1994. Soule stated the County needs to rent a central count reader for the 2016 General Election in order to be able to timely count 12,000 – 15,000 absentee ballots. Soule stated the central count reader she is interested in will not be available until December 2016, but Election Systems & Software, Inc. will rent the County the current model and apply the rental charge to the purchase of the newer model after the 2016 General Election. Soule recommended purchasing the equipment from Election Systems & Software, Inc.

On a motion by Howard, second by Kelly, the Board authorized the County Auditor to proceed with the purchase of new voting equipment from Election Systems & Software, Inc. Ayes: All.

On a motion by Howard, second by Sauer, the Board authorized the County Auditor to execute a rental agreement for use of a DS850 Central Count device for counting absentee ballots at the 2016 General Election with Election Systems & Software, Inc. in the amount of \$30,807.00. Ayes: All.

On a motion by Kelly, second by Howard, minutes of the June 27, 2016 regular meeting and June 27, 2016 special meeting were approved as written. Ayes: All.

Correspondence:

Howard reported three contacts complimenting the quality of Deep Lakes Park.

Kelly and Sauer reported a contact from Terry Martin regarding beaver dams in a culvert on 41st Street.

Committee Reports:

Howard attended a Milestones Area on Aging meeting June 28th.

Kelly attended a Muscatine Health Association meeting July 6th.

Kelly attended a Seventh Judicial District meeting July 8th.

Sorensen attended a Regional Workforce Development meeting June 28th.

On a motion by Kelly, second by Bonebrake, the Board approved Resolution #07-11-16-01 Authorizing the Issuance of \$6,690,000 General Obligation Urban Renewal Refunding Bonds, Series 2016B and Providing for the Levy of Taxes to Pay the Bonds. Roll call vote: Ayes: All.

On a motion by Kelly, second by Sauer, a public hearing was set for July 25, 2016 at 7:00 P.M. on adopting a proposed Commercial Wind Turbine ordinance. Ayes: All.

On a motion by Kelly, second by Sauer, a public hearing was set for August 1, 2016 at 9:00 A.M. on proposed revisions to the Muscatine County Zoning Ordinance to add commercial wind energy conversion systems as a permitted special use in some districts. Ayes: All.

On a motion by Howard, second by Bonebrake, a public hearing was set for August 1, 2016 at 9:00 A.M. on proposed revisions to the floodplain ordinance. Ayes: All.

The meeting was adjourned at 11:47 A.M.

ATTEST:

Leslie A. Soule, County Auditor

Jeff Sorensen, Chairperson
Board of Supervisors

Muscatine County Board of Supervisors
Monday, July 18, 2016

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

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

On a motion by Sauer, second by Bonebrake, claims dated July 18, 2016 were approved in the amount of \$495,434.05. Ayes: All.

Discussion was held with County Sheriff C. J. Ryan regarding the potential purchase of security cameras for the interior and exterior of the Courthouse. Ryan stated the only change to the proposal discussed last week for interior cameras was for storage to be on its own rather than on existing equipment at no extra cost. FSS, Inc. owner JJ Koehler and Sheriff Ryan presented a proposal for the addition of exterior security cameras at a cost of \$13,118 which would include one camera on the South entry and three cameras on the North entry of the Courthouse which would provide coverage for the entrances as well as coverage to the Jail and the parking lot across the street from the Courthouse. Howard expressed concern that one camera could adequately cover the parking lot. Information Services Director suggested another camera be added to the old historic jail to provide better coverage of the parking lot. Board consensus was that a second view of the parking lot would be preferred. Kelly stated the County is doing what they can to keep people safe, but people need to take responsibility for their own safety; be aware of their surroundings; and call 911 when necessary. On a motion by Kelly, second by Howard, the Chair was authorized to execute a contract with FSS, Inc. for the installation of security cameras for the interior of the Courthouse in the amount of \$19,537.00. Ayes: All. Sheriff Ryan will return with a revised proposal for the exterior security camera system to include a second camera for the parking lot.

Discussion was held with Karly Evans, Paragon Interiors, regarding a proposal to relocate DHS to 315 Iowa Avenue. Evans stated the revised proposal adds cameras for the exterior parking lot. FSS, Inc. owner JJ Koehler explained the proposal for the addition of exterior cameras and upgrade of the current DHS security system. Evans stated the cost for noise reduction, excluding labor, would be \$2,621.27 for baffles or \$3,186.85 for stackers, neither of which are included in the proposal. Budget Coordinator Sherry Seright stated last week Board direction was to proceed with all of the options except new furniture in the private offices. Seright stated that phones have been removed from the Paragon contract as they will be handled by Information Services Director Bill Riley. Seright suggested waiting until after the move to determine if there is a need for noise reduction enhancements. Sauer stated, in his tour of the facility, he thought the main level carpeting looked quite good. Bonebrake agreed. Howard stated carpet was being replaced due to asthetic appeal. On a motion by Howard, second by Kelly, the Chair was authorized to execute a contract with Paragon Interiors for relocation of DHS to 315 Iowa Avenue in the amount of \$245,047.04. Ayes: All.

The Board reviewed a variance granted by the Muscatine County Board of Adjustment on Friday, July 8, 2016. Case #16-07-03 is an application filed by James L. or Janet R. Sichterman,

Record Owners. This property is located in Bloomington Township, 2660 Timberbrook Court, Country Estates at Wildwood, Lot 16, in the SE ¼ of Sec. 14-T77N-R2W, containing approximately 1.63 acres, and is zoned R-1 Residential District. This request, if approved, would allow the Zoning Administrator to issue a Variance in order to build a deck approximately 17 feet from the rear lot line, instead of the required 40 foot setback. On a motion by Bonebrake, second by Kelly, the Board accepted the variance. Ayes: All. Case #16-07-04 was tabled by the Board of Adjustment until their next meeting.

The Board reviewed Special Use Permits granted by the Muscatine County Board of Adjustment on Friday, July 8, 2016. Case #16-07-01 is an application filed by Charles F. and Carlene J. Morrison, Record Owners and Keith and Judy Latimer, Proposed Builders. This property is located in Cedar Township, Parcel E, West of 235th Street, in the SE ¼ of Sec. 11-T76N-R4W, containing approximately 19.38 acres, and is zoned A-1 Agricultural District. This request, if approved, would allow the Zoning Administrator to issue a Special Use Permit in order for the Latimer's to build a rural residence on this property. The Board of Adjustment approved this request. Case #16-07-02 was tabled by the Board of Adjustment until their next meeting.

On a motion by Kelly, second by Sauer, the Board approved the following utility permits: CenturyLink – installation of fiber optic cable on Bayfield Road between Tipton Road and North Isett Avenue; CenturyLink – installation of fiber optic cable on Bayfield Road between Mulberry Avenue and Tipton Road. Ayes: All.

County Engineer Keith White updated the Board on Secondary Road projects.

On a motion by Sauer, second by Bonebrake, minutes of the July 11, 2016 regular meeting were approved as written. Ayes: All.

Correspondence:

Kelly reported contacts regarding the 4th Street house being purchased by the County.
Howard reported a contact regarding the concerns about the condition of G28 for RAGBRAI riders.

Committee Reports:

Sauer and Bonebrake attended a MAGIC meeting July 11th.
Sauer attended a Fair Board meeting July 14th.
Sorensen attended a Region IX Transporation meeting July 12th.

Howard attended a Fruitland City Council meeting July 12th. Sauer and Bonebrake toured the Community Service Building July 11th.

On a motion by Kelly, second by Sauer, a public hearing was rescheduled for August 8, 2016 at 9:00 A.M. on proposed revisions to the Muscatine County Zoning Ordinance to add commercial wind energy conversion systems as a permitted special use in some districts. Ayes: All.

On a motion by Howard, second by Bonebrake, a public hearing was rescheduled for August 8, 2016 at 9:00 A.M. on proposed revisions to the floodplain ordinance. Ayes: All

The Board recessed at 10:12 A.M. and reconvened at 10:18 A.M.

On a motion by Kelly, second by Sauer, the Board went into closed session at 10:19 A.M. pursuant to Chapter 21.5.1(j), Code of Iowa, to discuss the sale of County-owned property. Roll call vote: Ayes: All. On a motion by Kelly, second by Sauer, the Board returned to open session at 11:02 A.M. Roll call vote: Ayes: All.

The meeting was adjourned at 11:02 A.M.

ATTEST:

Leslie A. Soule, County Auditor

Jeff Sorensen, Chairperson
Board of Supervisors