

Muscatine County Board of Supervisors  
Monday, August 6, 2018

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

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

A Public Hearing was called to order by Chairperson Sauer at 9:01 A.M. on proposed plans, specifications, form of contract and cost estimate for the Muscatine County Courthouse Third Floor Courtroom Renovation Project. Michael Nolan, Horizon Architecture, reviewed the plans, specifications and cost of the project with the Board. County Attorney Alan Ostergren spoke in favor of the project stating it will make the courtroom much better for jury trials by addressing accessibility and audio issues. Ostergren stated the new conference rooms with secure restrooms will make it much more secure for prisoners. District Court Administrator Cathy Gaylord spoke on behalf of Judge Greve in favor of the remodel and expressed appreciation for the consideration the Board is giving to this project. No one spoke against the project. Nolan stated he would not expect work to begin until later in the year. On a motion by Sorensen, second by Howard, the public hearing was closed at 9:27 A.M. Roll call vote: Ayes: All.

On a motion by Sorensen, second by Bonebrake, the Board approved Resolution #08-06-18-01 Approving Plans, Specifications, Form of Contract and Cost Estimate for the Muscatine County Courthouse Third Floor Courtroom Renovation Project. Roll call vote: Ayes: All.

**RESOLUTION #08-06-18-01**  
**APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED**  
**COST FOR THE MUSCATINE COUNTY COURTHOUSE THIRD FLOOR**  
**COURTROOM RENOVATION PROJECT**

WHEREAS, the Muscatine County Board of Supervisors has retained Horizon Architecture to provide consulting architectural/engineering services for the Muscatine County Courthouse Third Floor Courtroom Renovation Project; and

WHEREAS, Horizon Architecture has prepared plans, specifications, form of contract and estimated cost for the project, which documents have been on file and available for public inspection in the Muscatine County Administration Office since Friday, July 20, 2018; and

WHEREAS, following notice of public hearing published in accordance with the law, a public hearing was held on Monday, August 6, 2018 at 9:00 a.m. in the Muscatine County Administration Building at which members of the public were allowed to be heard on the issue of the Muscatine County Courthouse Third Floor Courtroom Renovation Project, and on the documents prepared in connection therewith.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Muscatine County Board of Supervisors:

1. That the plans, specifications, form of contract and estimated cost of the Muscatine County Courthouse Third Floor Courtroom Renovation Project are hereby approved.
2. That the Muscatine County Administration Office shall advertise for sealed bids for the proposed improvement by publishing notice in accordance with the law.
3. That bids must be received in the Muscatine County Administration Office on or before 10:00 a.m. on the 23rd day of August, 2018.
4. That bids shall be publically announced at 9:00 a.m. on Monday, August 27, 2018 at the Muscatine County Board of Supervisors meeting.
5. That the sealed bids must be accompanied by a bid security equal to ten (10) percent of the bid.

PASSED AND APPROVED this 6th day of August, 2018.

ATTEST:

/s/Leslie A. Soule  
Muscatine County Auditor

/s/Scott Sauer, Chairperson  
Muscatine County Board of Supervisors

On a motion by Sorensen, second by Bonebrake, the Board accepted completion of the Muscatine County Community Services Exterior Window & Door Replacement Project and approved Pay Application #4 for Wolfe Contracting Inc. in the amount of \$17,035.37. Ayes: All.

Discussion was held with Michael Nolan, Horizon Architecture, regarding the Administration Building Elevator Replacement Project. Nolan stated he looked at three elevators with approximate equipment cost as follows: Kone - \$125,000; Otis - \$105,000; and Schumacher - \$86,842. Nolan recommended the Schumacher elevator. Nolan stated the other portion of the project is modification of the hoistway to accommodate the new lift which will be a separate contract through a general contractor at an estimated cost of \$57,500. Nolan stated the building modification would be similar for any of the three elevator packages. Nolan stated he would estimate \$144,342 plus a 20% contingency for a total of \$173,210 for this project. Nolan stated the current elevator is a limited use, limited load hydraulic residential type of elevator and is well past its useful life. Nolan stated work would not begin until after the General Election in November. The Board directed Horizon Architecture to move forward with the project.

On a motion by Mather, second by Howard, the Chairperson was authorized to execute a Memorandum of Understanding for the FFY 2018 Justice Assistance Grant Direct Award in the amount of \$6,962.40. Ayes: All.

Discussion was held with Historic Preservation Commission member Lynn Pruitt regarding the Nichols Commercial Historic District National Register HRDP Grant proposal. Pruitt stated the proposal from Price Preservation Research will cost \$7,433. Pruitt stated Friends of Historic Nichols was formed to raise the \$2,000 match.

On a motion by Sorensen, second by Howard, the Board approved the Nichols Commercial Historic District National Register Nomination HRDP Grant proposal from Price Preservation Research. Ayes: All.

Community Services Director Kathie Anderson-Noel provided a brief overview of Community Services stating FY18 was completed with MH expenditures at 87.15% of budget and General Assistance expenditures at 92.26% of budget. Anderson-Noel stated they had 19 commitments in June. Anderson-Noel stated the County is expecting to draw down from the region for FY19. Howard requested a list of core services prior versus after the recent changes in core services. The Board directed Anderson-Noel to request a portion of the draw down from the region in August. Anderson-Noel stated the Food Pantry will be moving to MCSA in September. Anderson-Noel presented MCSA shelter statistics stating they served 343 households in FY2018 for an average of 29 adults per month.

On a motion by Sorensen, second by Bonebrake, the Board approved the following utility permits: Interstate Power & Light – installation of electric cables along 57<sup>th</sup> Street to provide power to a metering station on the Monsanto pipeline; Interstate Power & Light – installation of electric cables along Wiggins Road to provide power to a metering station on the Monsanto Pipeline; Interstate Power & Light – replacement of a pole and guy and secondary pedestal at 1408 Yancy Avenue to provide power for CenturyLink's proposed fiber cabinet; CenturyLink – placement of a 144 fiber cable along Ziegler Avenue from Zachary Avenue to a new node at 1785 Ziegler Avenue; CenturyLink – placement of a 48 fiber cable along Yancy Avenue from 150<sup>th</sup> Street to a new node at 1408 Yancy Avenue; CenturyLink – placement of a 48 fiber cable along 165<sup>th</sup> Street from Zachary Avenue west to the end of 160<sup>th</sup> Street; CenturyLink – placement of a 144 fiber cable along 160<sup>th</sup> Street starting at Main street in the City of Blue Grass to its intersection with Zachary Avenue; CenturyLink – placement of a 144 fiber cable along Zachary from 160<sup>th</sup> street to Stagecoach Lane; and CenturyLink – placement of a 144 fiber cable along 150<sup>th</sup> Street and Telegraph Street from Scott County to a new node at 3713 150<sup>th</sup> Street. Ayes: Mather, Sauer, Sorensen and Bonebrake. Nay: Howard.

On a motion by Bonebrake, second by Sorensen, the Board approved a contract, bond and certificate of insurance for LFM-(76-4)—7X-70 for longitudinal subdrains and culvert repairs on G28 (231<sup>st</sup> Street) with the apparent low bidder Peterson Contractors in the amount of \$418,933.40. Ayes: All.

County Engineer Keith White presented the following bids for thin Hot Mix Asphalt overlays on various roads throughout the county: Illowa Investment, Inc. - \$2,015,742.27; and Brandt Construction Co. - \$2,189,341.00. On a motion by Sorensen, second by Howard, the Board accepted a bid for L-(M18-1)--73-70 for thin Hot Mix Asphalt overlays on various roads throughout the County from Illowa Investment, Inc. in the amount of \$2,015,742.27. Ayes: All.

Discussion was held with County Engineer Keith White on a preliminary plan to transition to a Countywide Fleet Manager. White recommended location and reporting remain with Secondary Roads. White stated he looked at three scenarios: 1) Including only Secondary Roads vehicles and equipment as it is with the possible inclusion of a few vehicles from small departments; 2) Including all department vehicles except for law enforcement; and 3) Including all vehicles including law enforcement. White recommended funding stay with Secondary Roads with support staff, consumables and outside services billed out to the department served. White stated Muscatine County has a unique skill set in its current Fleet Manager that most Fleet Managers do

not possess. White stated the County could easily add Assessor, Community Services, General Services and Zoning/Environmental vehicles without much change. White stated adding on Conservation and Sheriff would require additional staffing, software, additional facility space for office/parts/vehicle storage, diagnostic tools, mobile lifts, an additional service truck and a pickup. In response to a question from Sauer, White stated it would not be his intention to do all repairs in house. White stated there are dollars saved everyday by the current Fleet Manager. Mather stated he would like to know usage amounts of the various departments and whether or not their vehicles are needed. Mather stated he would have to see the proposed savings before he could make a decision. Sorensen stated the County has been successful with the Secondary Roads Fleet Manager and should possibly invest in the fleet management tools. Bonebrake suggested the Fleet Manager report to the Board of Supervisors and should have a pool of vehicles for employees to check out. White stated Scott County has a Fleet Manager housed at Secondary Roads. The Board will provide feedback to White and hold follow up discussion at a future meeting.

White updated the Board on secondary road projects and stated Engineering Technician Randy Hopkins is retiring on August 31<sup>st</sup>.

County Auditor Leslie Soule informed the Board that the City of Muscatine on behalf of the City of Stockton had requested placement of the Local Option Sales and Services Tax question on the November 6, 2018 General Election ballot for Stockton which is the only city that did not pass the renewal of the tax on the March 6, 2018 Special Election. Soule stated that placement of the question on the General Election ballot for Stockton will not affect the results of the March 6, 2018 Special Election for any other city or the unincorporated area. On a motion by Mather, second by Bonebrake, the Board directed the County Auditor to place a Local Option Sales and Services Tax (LOSST) question for the City of Stockton on the November 6, 2018 General Election ballot. Ayes: All.

Discussion was held with County Auditor Leslie Soule regarding the possible replacement of 22 Precinct Atlas laptops and upgrading of the remaining 32 laptops to Windows 10. Soule stated recent changes in election security have made it extremely difficult to maintain current laptops using encryption through Windows 7. Soule stated at budget time, she was unaware of the changes that would be forthcoming in election security. Soule requested she be allowed to start a 3-year rotation of the Windows 7 laptops which are now about 5 years old with 22 to be replaced in FY19 with Windows 10 laptops and the balance to be replaced in FY20 and FY21. Soule requested the remaining 32 laptops not being replaced this year be upgraded to Windows 10 licenses. Soule stated IT Director Bill Riley has agreed to take over management of the election laptops to ensure they are always meeting current security standards. On a motion by Sorensen, second by Mather, the Board authorized the County Auditor to purchase 22 Windows 10 laptops at \$427.84 per laptop and upgrade 32 laptops to Windows 10 at \$125 per laptop for a total cost of \$13,412.48. Ayes: All.

On a motion by Howard, second by Bonebrake, the Board approved a renewal application for a Class C Beer and Sunday Sales Permit for Casey's Marketing Co. dba Casey's General Store #2472, 1334 Hwy 22, Nichols, Iowa. Ayes: All.

On a motion by Mather, second by Sorensen, the Board approved a revised Muscatine County Treasurer's Semi-Annual Report for the period of January 1, 2018 to June 30, 2018 for publication. Ayes: All.

On a motion by Sorensen, second by Bonebrake, minutes of the July 30, 2018 regular meeting were approved as written. Ayes: All.

Correspondence:

Howard reported a call regarding the condition of the gravel on 180<sup>th</sup> Street.

Howard reported a call regarding responsibility of a tree that had fallen in a storm.

Howard reported a call regarding a guardianship issue.

Sauer reported a call regarding a high pitched noise coming from a business off of University Avenue.

Committee Reports:

Mather attended a Muscatine Community Health Association meeting August 1<sup>st</sup>.

Sauer, Howard and Sorensen attended the Farm Bureau Annual meeting on August 2<sup>nd</sup>.

On a motion by Mather, second by Sorensen, the Board accepted the July 2018 payroll claims. Ayes: All.

The Board recessed at 11:30 A.M. and reconvened at 11:40 A.M.

On a motion by Sorensen, second by Bonebrake, the Board went into closed session at 11:40 A.M. pursuant to Chapter 21.5.1(i), Code of Iowa, for a performance evaluation. Roll call vote: Ayes: All. Community Services Director Kathie Anderson-Noel had requested a closed session. On a motion by Sorensen, second by Bonebrake, the Board returned to open session at 1:00 P.M. Roll call vote: Ayes: All.

The meeting was adjourned at 1:00 P.M.

ATTEST:

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Betty L. Wamback  
First Deputy Auditor

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Scott Sauer, Chairperson  
Board of Supervisors