

Muscatine County Board of Supervisors  
Monday, May 4, 2020

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. via Go To Meeting with Holliday, Sauer, Sorensen, Mather and Saucedo present. Chairperson Sorensen presiding.

On a motion by Mather, second by Sauer, the agenda was approved as presented. Roll call vote: Ayes: All.

On a motion by Sauer, second by Saucedo, claims dated May 4, 2020 were approved in the amount of \$380,449.95. Roll call vote: Ayes: All.

County Engineer Keith White presented a bid for L-(M20-1)—73-70 Pavement Markings from Iowa Plains Signing, Inc. in the amount of \$189,008.29. White stated only one bid was received and he recommended accepting the bid from Iowa Plains Signing, Inc. On a motion by Saucedo, second by Sauer, the Board accepted a bid and approved contract documents for the L-(M20-1)—73-70, Pavement Markings at various locations throughout the County with Iowa Plains Signing, Inc. in the amount of \$189,008.29. Roll call vote: Ayes: All.

County Engineer Keith White updated the Board on secondary road projects.

On a motion by Mather, second by Sauer, the Board approved an application for a Class B Wine, Class C (Carryout Beer), Class E (LE) Liquor License and Sunday Sales Permit for Casey's Marketing Co. dba Casey's General Store #2472, 1334 Hwy 22, Nichols, Iowa 52766. Roll call vote: Ayes: All.

On a motion by Sauer, second by Saucedo, the Board approved renewal of an Iowa Retail Cigarette/Tobacco/Nicotine/Vapor Permit for Casey's Marketing Company, dba Casey's General Store #2472, 1334 Hwy 22, Nichols, IA 52766. Roll call vote: Ayes: All.

On a motion by Sauer, second by Holliday, minutes of the April 27, 2020 regular meeting were approved as written. Roll call vote: Ayes: All.

Correspondence:

Saucedo reported a call from a business for small business loan information.

Saucedo reported a call from a resident regarding drainage issues.

Saucedo reported an email from Tim Stevens regarding efforts to reduce and clean up seep

water in the Kilpeck community.

Saucedo reported he met electronically with ISAC and the DHS Director April 24<sup>th</sup>.

Holliday reported an email from Ed Askew regarding racing funds for the Muscatine County Fair.

Holliday reported an email from Henry Marquard expressing concerns about a possible agreement with Alan Ostergren for consulting services.

Committee Reports:

Sorensen attended a Mississippi Valley Authority electronic meeting April 27<sup>th</sup>.  
Sorensen attended an Eastern Iowa Mental Health Region meeting April 27<sup>th</sup>.

Discussion was held regarding requested modifications to various County offices due to COVID-19. Administrative Services Director Nancy Schreiber stated there is a significant expense for the modifications requested and suggested temporary plexiglass on the counters and possibly masks be provided. Saucedo stated he is worried about the height of the counter in the Treasurer's Office putting an employee at risk who is sitting behind the counter. Budget Coordinator Sherry Seright stated the pass through on the plexiglass is not at a level that a cough would pass through it and she is working on what type of masks to purchase. Sorensen stated the County needs to be prepared when it reopens. Seright stated she thinks a temporary plexiglass solution and masks is the best option for now. Board consensus was to move forward with temporary solutions for the counters. Emergency Manager Brian Wright stated he will look for vendors selling masks. Holliday stated he would recommend the public wear a mask even though it cannot be enforced.

County Auditor Leslie Soule reminded the Board that in-person absentee voting has begun, but that voters can only access the Auditor's Office through the handicapped door off the back parking lot. Soule encouraged voters to vote absentee by mail stating they have already had an enormous turnout by mail.

On a motion by Mather, second by Saucedo, the Board approved a contract between Muscatine County Historic Preservation Commission and Tallgrass Archeology for consulting services in conjunction with the Muscatine County Survey of Country Schools and Churches in an amount not to exceed \$14,000. Roll call vote: Ayes: All.

Discussion was held regarding a possible agreement with Alan Ostergren for consulting services. Sorensen stated the First Assistant County Attorney is now Acting County Attorney until the County works through the appointment process. Sorensen stated the agreement would allow Ostergren to handle some old case paperwork and general day-to-day guidance to the County Attorney's Office. Administrative Services Director Nancy Schreiber stated Ostergren indicated it would be appropriate to pay the fees out of fine collection funds. Sorensen stated a new County Attorney could terminate the contract at their discretion. Sauer stated he felt this was a good idea. Mather expressed some concerns with the agreement stating his primary concern is about paying a flat fee and he would like there to be a probationary amount for the first month and then allow the new County Attorney to be able to negotiate fees for future months. Sorensen stated he personally sends several questions to the County Attorney every week so he thinks this is a fair offer. Mather stated he would like the agreement to be revisited each month in terms of the fee amount and offered to help with drafting the wording. Schreiber stated the Acting County Attorney may need help this week and asked the Board to agree with the first month since the revised agreement will not come before the Board until next week. Mather suggested the Board give permission for the Acting County Attorney to sign an agreement through May 15<sup>th</sup> until the Board can revise this agreement. Edward Askew, 2952 155<sup>th</sup> Street, Muscatine stated he feels the First Assistant Attorney (Acting County Attorney) should come back to the Board with what deficiencies she has that she cannot handle before this is approved. Henry Marquard, 108 Eagle

Watch Road, Muscatine, asked if the County had reached out to the Bar for assistance with the appointment process. Mather stated he has spoken to many members of the Bar. Marquard stated he feels the agreement has a number of issues as written and the interim County Attorney should make the decision whether or not they need Ostergren's assistance. Marquard stated the Attorney General's Office is available to assist the Interim County Attorney. On a motion by Mather, second by Saucedo, the Board authorized the Acting County Attorney to retain the services of Mr. Ostergren under the terms of this agreement on a prorated basis through May 11, 2020. Roll call vote: Ayes: All. Mather stated he will work on slight redrafting of the terms of the agreement for consideration next week.

On a motion by Sauer, second by Saucedo, the Board approved Resolution #05-04-20-01 Transferring \$1,060,000 from the Rural Services Fund to the Secondary Roads Fund. Roll call vote: Ayes: All.

**RESOLUTION # 05-04-20-01**  
**TRANSFERRING FUNDS FROM THE RURAL SERVICES FUND TO THE**  
**SECONDARY ROADS FUND**

WHEREAS, it is desired to authorize the Auditor periodically to transfer sums from the Rural Services Fund to the Secondary Roads Fund; and

WHEREAS, said transfers must be in accordance with Sections 331.429 and 331.432 of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED by the Muscatine County Board of Supervisors that the Auditor is authorized to transfer \$1,060,000 from the Rural Services Fund to the Secondary Roads Fund.

PASSED AND APPROVED this 4th day of May, 2020.

ATTEST:

/s/Leslie A. Soule  
Muscatine County Auditor

/s/ Jeff Sorensen  
Muscatine County Board of Supervisors

Budget Coordinator Sherry Seright reviewed estimated fund balances for the current fiscal year. Seright stated there is a \$2,000,000 excess in General Basic over the normal 30% carryover which is where public health is funded so the County has dollars available to provide more funding to Unity Public Health. Seright suggested public health should bill the County for actual overages due to overtime hours, excess staffing or equipment due to COVID-19 as they happen and the County would pay the payments. Mather suggested considering a not to exceed amount. Sorensen stated Public Health Director Christy Roby-Williams previously provided a \$150,000 estimate and he would like her to come back to the Board if she is going to exceed that estimate. The Board by consensus directed Seright to reimburse Unity Public Health for overtime hours, excess staffing and equipment due to COVID-19 and to return to the Board for further action beyond the \$150,000.

Seright stated the other funds are in good shape at this time as the Mental Health trust and guardianship funds will probably not be spent. Sorensen confirmed the estimates are based on cash on hand and do not include any more revenue coming in between now and the end of the fiscal year. Seright stated General Assistance may increase, but there is sufficient funding in the General Basic Fund to cover those shortages which probably will not happen until after June 30<sup>th</sup>. Sorensen stated Community Services Director Felicia Toppert just needs to communicate with the Board so they can take whatever steps are necessary if she incurs a shortage.

Administrative Services Director Nancy Schreiber updated the Board on Wellmark third party administration documents for FY20/21. Schreiber stated upon review of the documents, the \$75,000 individual stop loss premium was increasing by 18% so she requested other options from Wellmark. Schreiber explained the other options as follows: Option 1 – Increase the individual stop loss to \$85,000 or \$95,000; and Option 2 – keep the \$75,000 individual stop loss, but set an aggregate individual stop loss of \$63,750 or \$93,750. Schreiber stated the individual aggregate stop loss would mean that the County would pay the first \$63,750 or \$93,750 of the amount over the \$75,000 on an individual. Schreiber stated Option 2 saves the County \$50,000 to \$75,000 initially, but could be taking a gamble if the County has a lot of claims that go over \$75,000. Schreiber recommended keeping the \$75,000 individual stop loss, but set an aggregate individual stop loss of \$93,750. In response to a question from Sauer, Schreiber stated under the scenario she is recommending, there have been no cases over \$75,000 in FY20/21, two cases in FY19/20 which would have cost the County about \$54,000 of the \$93,750 individual aggregate stop loss, three cases in FY18/19 that would have cost the entire \$93,750 and one case in FY17/18 that would have cost \$72,000. On a motion by Saucedo, second by Sauer, the Board authorized the Chair to execute paperwork necessary to renew health and dental Third Party Administrator services with Wellmark, Inc. effective July 1, 2020 with the stop loss changes as recommended by Administrative Services Director Nancy Schreiber. Roll call vote: Ayes: All.

Administrative Services Director Nancy Schreiber reviewed proposed health and dental premiums stating the health insurance premium includes an increase of \$25 to the employer, a \$15 increase to the employee for single coverage and a \$30 increase to the employee for family coverage with no proposed changes to the dental premium. On a motion by Mather, second by Saucedo, the Board approved the proposed health and dental premiums effective July 1, 2020. Roll call vote: Ayes: All.

On a motion by Saucedo, second by Mather, the Board set an annual enrollment period for health insurance and an open enrollment for dental insurance for May 11, 2020 through May 27, 2020. Roll call vote: Ayes: All.

On a motion by Mather, second by Saucedo, the Board approved the FY 20/21 Salary Schedule (3% adjustment to the FY19/20 schedule). Roll call vote: Ayes: All.

Emergency Manager Brian Wright stated the sirens will be tested today at 11:00 A.M. Wright stated last week a strike team came to Muscatine to test long term care facility staff and there was also testing conducted at West Liberty Foods.

Edward Askew, 2952 155<sup>th</sup> Street, Muscatine, stated he is going to make a request of the County Engineer for the quality manual for swamp tests and air tests. Askew asked if the Sheriff indicated when he is going to finish the investigation of the jailer on paid administrative leave. Sorensen stated they have had no further communication from the Sheriff.

The meeting was adjourned at 10:46 A.M.

ATTEST:

---

Leslie A. Soule, County Auditor

---

Jeff Sorensen, Chairperson  
Board of Supervisors