

Muscatine County Board of Supervisors  
Monday, October 5, 2020

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

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

On a motion by Sauer, second by Holliday, claims dated October 5, 2020 were approved in the amount of \$346,650.11. Ayes: All.

Discussion was held with Randy Bullock, Control System Specialists, County Sheriff C.J. Ryan and General Services Supervisor Oscar Alvarez regarding a proposal to replace/upgrade the Muscatine County Jail building controls. Ryan stated the Jail's heating and cooling is a computerized integrated system that has to have the ability to talk to other systems such as fire suppression. Bullock stated the new system uses BACnet which is an industry wide communication software that allows their system to talk with other manufacturer's systems that are BACnet certified. Ryan stated the current system is a proprietary system. On a motion by Saucedo, second by Mather, the Board accepted a proposal from Control System Specialists to replace/upgrade the Muscatine County Jail building controls in the amount of \$320,000.00. Ayes: All.

Discussion was held with Mike Nolan, Horizon Architecture, regarding Change Order #21 for the Muscatine County Maintenance Facility Project. Nolan stated this is a wrap up to fix some siding and trim from swapping out the garage door. In response to a question from Saucedo, Nolan stated this is the same garage door that was changed due to a conflict on the plan. Saucedo asked why Nolan did not cover this expense. Nolan stated there is no money left in the project. On a motion by Sauer, second by Holliday, the Board approved Change Order #21 for the Muscatine County Maintenance Facility Project in the amount of \$1,893.30. Ayes: Holliday, Sauer, Sorensen and Mather. Nay: Saucedo.

Discussion was held with Nolan regarding Change Order #2 for the Muscatine County Sheriff's Office Project. Nolan stated this Change Order is to remove a window, drywall, patch and paint a portion of the wall between the old building and the new addition. On a motion by Saucedo, second by Sauer, the Board approved Change Order #2 for the Muscatine County Sheriff's Office Project in the amount of \$339.26. Ayes: All.

Nolan updated the Board on various building projects.

Discussion was held regarding a Design Services Contract for the Muscatine County Jail Booking Expansion Project and a Design Services Contract for the Muscatine County Attorney's Office Repair/Remodel Project. Saucedo expressed concern about the input the County is providing for their projects and which County staff should be responsible for overseeing owner involvement in projects. On a motion by Saucedo, second by Sauer the Board tabled discussion for the Design Services Contract for the Muscatine County Jail Booking Expansion Project and a Design Services Contract for the Muscatine County Attorney's Office Repair/Remodel Project until further

discussion can be held regarding assigning an owner's representative. Ayes: All. The Board directed Administrative Services Director Nancy Schreiber to create a subcommittee consisting of Board Members Saucedo and Sauer and representatives of the County Secondary Roads Department and Zoning Department to review this matter.

On a motion by Sauer, second by Mather, the Board approved the Muscatine County Recorder's Office Report of Fees Collected for the quarter ending September 30, 2020 in the amount of \$67,415.24. Ayes: All.

On a motion by Sauer, second by Holliday, the Board approved the Muscatine County Treasurer's Office Report of Fees Collected for the quarter ending September 30, 2020 in the amount of \$276,242.23. Ayes: All.

On a motion by Sauer, second by Holliday, the Board approved the Muscatine County Sheriff's Office - Civil Department's Report of Fees Collected for the quarter ending September 30, 2020 in the amount of \$20,441.55. Ayes: All.

On a motion by Sauer, second by Holliday, the Board approved the Muscatine County Auditor's Office Report of Fees Collected for the quarter ending September 30, 2020 in the amount of \$568.35. Ayes: All.

On a motion by Holliday, second by Mather, minutes of the September 28, 2020 regular meeting were approved as written. Ayes: All.

Correspondence:

- Saucedo reported an email regarding emergency response notification.
- Saucedo reported an email regarding ATV/UTV use on County roads.
- Mather reported a briefing with the Levee Stakeholders Commission.
- Holliday reported an email regarding the Levee Stakeholders Commission.

Committee Reports:

- Sauer attended a Conservation Board special meeting October 1<sup>st</sup>.

On a motion by Sauer, second by Mather, the Board approved Resolution #10-05-20-01 Requesting Reimbursement from the Iowa COVID-19 Government Relief Fund. Roll call vote: Ayes: All.

**RESOLUTION #10-05-20-01  
REQUESTING REIMBURSEMENT FROM THE IOWA COVID-19 GOVERNMENT  
RELIEF FUND**

WHEREAS, the United States Congress approved the Coronavirus Aid, Relief, and Economic Security (CARES) Act to provide economic relief related to the COVID-19 pandemic; and

WHEREAS, Governor Kim Reynolds allocated \$125 million of the State of Iowa's CARES Act funding to local governments for direct expenses incurred in response to the COVID-19 emergency; and,

WHEREAS, local government funding reimbursements may only be used for necessary expenditures incurred due to the COVID-19 pandemic, were not accounted for in the current fiscal year county budget, were incurred during the time period of March 1, 2020 through December 30, 2020 and have not been reimbursed from other sources.

NOW, THEREFORE, BE IT RESOLVED, Muscatine County requests reimbursement of \$36,236.42 in eligible expenditures in response to the COVID-19 public health emergency.

BE IT FURTHER RESOLVED, Muscatine County affirms that the above requests for reimbursement follow all formal published Federal and State of Iowa guidance on how the funds should be spent, and understand if the reimbursements are misrepresented, the local government will be liable for any applicable penalty and interest.

PASSED AND APPROVED this 5<sup>th</sup> day of October, 2020.

ATTEST:

/s/ Betty L. Wamback  
First Deputy Auditor

/s/ Jeff Sorensen, Chairperson  
Muscatine County Board of Supervisors

On a motion by Saucedo, second by Mather, the Board approved Resolution #10-05-20-02 Approving a 28E Agreement – Parking Ticket Enforcement Agreement Between the City of West Liberty, Iowa and Muscatine County. Roll call vote: Ayes: Holliday, Sauer, Sorenson and Saucedo. Mather abstained stating his firm works with the City of West Liberty on traffic issues.

**RESOLUTION #10-05-20-02**  
**APPROVING A CHAPTER 28E AGREEMENT – PARKING TICKET ENFORCEMENT**  
**AGREEMENT BETWEEN THE CITY OF WEST LIBERTY, IOWA AND THE**  
**COUNTY OF MUSCATINE, IOWA**

WHEREAS, there is presented a Chapter 28E Agreement – Parking Ticket Enforcement Agreement between the City of West Liberty, Iowa and the County of Muscatine, Iowa, which is attached as Exhibit A to this resolution and incorporated by reference; and

WHEREAS, the Board of Supervisors finds that the approval and execution of this Agreement will serve the public interest.

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

1. The Muscatine County Board of Supervisors hereby approves a Chapter 28E Agreement – Parking Ticket Enforcement Agreement between the City of West

Liberty, Iowa and the County of Muscatine, Iowa which is attached as Exhibit A to this resolution.

2. The Chair and County Auditor are hereby authorized to execute the Chapter 28E Agreement – Parking Ticket Enforcement Agreement between the City of West Liberty, Iowa and the County of Muscatine, Iowa on behalf of Muscatine County, Iowa.
3. Any resolution or part thereof in conflict or inconsistent with this resolution is repealed.

PASSED AND APPROVED this 5th day of October, 2020.

ATTEST:

/s/ Betty L. Wamback  
First Deputy Auditor

/s/ Jeff Sorensen, Chairperson  
Muscatine County Board of Supervisors

On a motion by Saucedo, second by Sauer, the Board approved Resolution #10-05-20-03 Authorizing Submission of a Grant Application to the U.S. Department of Commerce, Economic Development Administration, Designating the Muscatine County Budget Administrator to act as the Authorized Representative and Pledging Local Match Dollars. Roll call vote: Ayes: All.

**RESOLUTION #10-05-20-03  
AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE U.S.  
DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT  
ADMINISTRATION, DESIGNATING THE MUSCATINE COUNTY BUDGET  
ADMINISTRATOR TO ACT AS THE AUTHORIZED REPRESENTATIVE AND  
PLEDGING LOCAL MATCH DOLLARS**

WHEREAS, Muscatine County deems it in its best interest to co-apply for funds through the Economic Development Administration to undertake a levee improvement project; and

WHEREAS, it is necessary to designate a Muscatine County staff person to act as the authorized representative for the grant application and for all activities related to and for this purpose; and,

WHEREAS, Muscatine County has cash on hand in the amount of \$3,000,000 to provide the local match for this grant request and the funds are readily available, unencumbered and derived from non-federal sources.

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

- The Muscatine County Budget Administrator is hereby authorized to act on behalf of Muscatine County on all matter related to this grant.
- The Muscatine County matching share of funds for this grant are pledged to this project from cash on hand in the Debt Repayment and Building Maintenance Funds and is readily available, unencumbered and derived from non-federal sources.

- The Muscatine County Budget Administrator, with the assistance of the Bi-State Regional Commission, is hereby authorized to submit an application to the Economic Development Administration for the above-mention project.

PASSED AND APPROVED this 5<sup>th</sup> day of October, 2020.

ATTEST:

/s/ Betty L. Wamback  
First Deputy Auditor

/s/ Jeff Sorensen, Chairperson  
Muscatine County Board of Supervisors

On a motion by Saucedo, second by Mather, the Board authorized Information Services Director Bill Riley to execute lease documents for 2 replacement copiers at the Muscatine County Jail.  
Ayes: All.

On a motion by Saucedo, second by Mather, the Board adopted a revised Donated Leave Policy.  
Ayes: All.

Emergency Manager Brian Wright updated the Board on COVID-19 in Muscatine County.

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

First Deputy Auditor Betty Wamback stated in-person Absentee Voting in the Muscatine County Auditor's Office started Monday, October 5, 2020. Wamback stated the ballots requested by mail were delivered to the Post Office today. Wamback stated the Auditor's Office asks the voters that requested a ballot by mail be patient and wait for the ballot to be delivered rather than attempt to vote in person at the Auditor's Office. Wamback stated if a voter has not received the mailed ballot within a week, the voter should call the Auditor's Office at 563-263-5821.

The meeting was adjourned at 10:38 A.M.

ATTEST:

---

Leslie A. Soule, Auditor

---

Jeff Sorensen, Chairperson  
Board of Supervisors