

Muscatine County Board of Supervisors  
Monday, September 10, 2012

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

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

On a motion by Howard, second by Furlong, claims dated September 10, 2012 were approved in the amount of \$441,645.61. Ayes: All.

A Public Hearing was called to order by Chairperson Kelly at 9:01 A.M. on proposed plans, specifications, form of contract and estimated cost for the Muscatine County Courthouse Landscape and Accessibility Project. Steve Nowak, MMS Consultants, stated that the bid documents have been made available to contractors for over a week and bids will be taken this Wednesday at 2 P.M. Howard stated he noticed that a pathway was inserted for future plans to provide access to the monuments. Nowak stated that the bids will be reviewed and presented next Monday for approval by the Board. No one spoke for or against the proposed project. On a motion by Watkins, second by Sorensen, the public hearing was closed at 9:05 A.M. Ayes: All.

On a motion by Watkins, second by Sorensen, the Board approved Resolution #09-10-12-01 approving Plans, Specifications, Form of Contract and Estimated Cost for the Muscatine County Courthouse Landscape and Accessibility Project. Roll call vote: Ayes: All.

Discussion was held regarding oversight of the Muscatine County Courthouse Landscape and Accessibility Project. Budget Coordinator Sherry Seright stated that the MMS Consultants contract ends after bidding and she is concerned that the County does not have the staff to handle the oversight of the project. Nowak stated he could prepare an hourly proposal to provide oversight for the project during crucial stages. Board consensus was to proceed with the proposal.

On a motion by Furlong, second by Howard, the Board approved a preliminary plat of the proposed one lot agricultural subdivision, Steele Addition, containing approximately 9.12 acres in Cedar Township. Ayes: All.

On a motion by Watkins, second by Sorensen, the Board approved Resolution #09-10-12-02 Approval of Final Plat of Steele Addition. Roll call vote: Ayes: All.

On a motion by Furlong, second by Sorensen, the Board approved a preliminary plat of the proposed re-plat of Lake View Estates, Lots 4-6, Planned Unit Development and a variance to waive the Planned Unit Development related to commercial development, containing approximately 5.38 acres in Bloomington Township. Ayes: All.

On a motion by Watkins, second by Sorensen, the Board approved Resolution #09-10-12-03 Approval of Final Plat of the re-plat of Lake View Estates, Lots 4, 5 and 6, Planned Unit Development. Roll call vote: Ayes: All.

On a motion by Howard, second by Sorensen, the Board approved Resolution #09-10-12-04 Approving Vacation of a Utility Easement in Lots 4 and 5, Lake View Estates. Roll call vote: Ayes: All.

The Board reviewed a variance granted by the Muscatine County Board of Adjustment on September 6, 2012. Case #12-09-02 is an application filed by Jeffrey L. Thoma, Record Owner and Pamela K. or Ronald S. Jackson, Contract Purchasers. This property is located in Montpelier Township, 3784 Midway Beach Road, in the SE ¼ of Sec. 22-T77N-R1E, containing approximately .65 acres, and is zoned R-2 Residential District. This request would allow the Zoning Administrator to issue a Variance in order to permit a detached accessory building in front of the existing dwelling. The Board of Adjustment approved this request. On a motion by Watkins, second by Sorensen, the Board accepted a Variance for Case #12-09-02 as approved by the Board of Adjustment. Ayes: All.

The Board reviewed the following Special Use Permit approved by the Muscatine County Board of Adjustment on September 6, 2012: Case #12-09-01 is an application filed by Steven Hinkhouse, Record Owner, and Thomas R. or Deborah A. McQuillen, Proposed Buyers/Builders. This property is located in Moscow Township, in the NW¼ of Section 4-T78N-R2W, South of Moscow Road, containing approximately 19.7 acres and is zoned A-1 Agricultural District. This request would allow the Zoning Administrator to issue a Special Use Permit in order for Mr. and Mrs. McQuillen to build a rural residence on this property for themselves. The Board of Adjustment approved this request because the CSR average for the parcel was 52 and is currently in pasture – not tillable land; the nearest residence is over 1,000 feet away; the proposed site is off of a hard surface road; the closest farm lot is 660 feet – which is the farm that the McQuillens' are moving from; and there are no confinement feeding operations in the vicinity.

Discussion was held regarding the minimum required general liability coverage to be carried by Friends of the Old Barn through their leasing of the Old Barn. Administrative Services Director Nancy Schreiber stated that the County currently carries \$10,000,000 per occurrence and that the County's insurance carrier Jeff Miller, Miller and Harrison, felt Friends of the Old Barn should also be required to carry the same amount. County Attorney Alan Ostergren stated that the lease renews annually on January 1<sup>st</sup>. Ostergren stated that the Board has to decide by resolution what they want to do before proceeding. Dave Metz, Friends of the Old Barn President, stated they are covered through a pool with the Muscatine County Heritage Foundation which means that if they raise their insurance coverage it will have to be done by all of the organizations in the insurance pool. On a motion by Watkins, second by Furlong, the Board desires that Friends of the Old Barn carry \$10,000,000 per occurrence of general liability coverage on the Old Barn and Cottage asking that the insurance coverage be in place as soon as possible. Ayes: All.

The Board reviewed plans for installation of a 2<sup>nd</sup> exit stairway from the loft of the Old Barn. Watkins suggested the stairway be reversed for ease of access in an emergency. Metz stated that the bottom of the stairway is at a door to make entrance easier, but they will set up the stairway whichever direction the fire department wants it. On a motion by Sorensen, second by Furlong, the Board approved plans for the second egress at the old Barn. Ayes: All.

Metz updated the Board on the progress of other updates to the Old Barn. Chairperson Kelly confirmed that the Old Barn is still closed, but stated there is an event coming up in 24 days and asked what they are going to do about that. Metz stated he is prepared to move forward immediately and get everything addressed in time for the event. Metz will get a letter from the Assistant Fire Chief once the issues have all been addressed. Howard wants certification by the City that the facility meets all of their codes and regulations. Kelly suggested that if the Barn is not done, they hold the wedding downstairs and just go upstairs for photos.

Discussion was held with Information Services Director William Riley regarding HVAC control network separation issues. Riley stated that currently the geothermal and CI3 systems are accessed through the County's network which has the benefit of making it easy for our systems to have access, but creates potential security issues. Riley recommended adding geothermal and CI3 to the DMZ which will allow vendors to access the systems directly through the web removing the need for vendor and support personnel user accounts on the production network. Riley presented a bid from Lucas Communications to run additional fiber for this project through the conduit between the Old Jail and New Jail. On a motion by Howard, second by Watkins, the Board approved a proposal from Lucas Communications in the amount of \$6,620.01 for placement of 6 additional strands of fiber between the old jail and new jail. Ayes: All.

Discussion was held with Information Services Director William Riley regarding wireless connection to the Engineer's Office. Riley stated that he replaced existing hardwire at the Courthouse at a cost of approximately \$7,000, but it has not solved the problem at the Engineer's Office. Riley requested permission to replace their wireless connection. Board consensus was to proceed with replacement of the wireless connection at the Engineer's Office.

Sorensen asked Riley if he has found a way that General Services could track work orders. Riley stated he has not found a feasible option yet, but will check into the freeware that he is using for the help desk to see if that would be an option.

On a motion by Watkins, second by Furlong, the Board approved the following utility permits: Eastern Iowa Light and Power – replace existing poles and conductors in public right-of-ways from US Hwy 61 South down Vail Avenue primarily to State Hwy 22, then along State Hwy 22 and back up a short stretch of Trolley Avenue; Interstate Power & Light Co. – installation of a 2" main on 255<sup>th</sup> Street at the South edge of Conesville East to 1169 255<sup>th</sup> Street for a hog confinement facility. Ayes: All.

County Engineer Keith White updated the Board on various road construction projects.

On a motion by Furlong, second by Howard, the Board approved the hiring of Jerad M. Kelley as Maintenance Foreman at \$23.80 per hour (Grade 13, Midpoint) for the Secondary Roads Office. Ayes: All.

County Engineer Keith White stated he is trying to get bids out for the salt dome repair and replacement of two trucks. White stated he also needs to replace the sign trailer which was not budgeted, but he will sacrifice something else in the budget to get it replaced. White stated that emergency power provisions should be developed in light of some power outages that have incurred recently. Watkins stated that there is a generator out at the DHS building that is no longer being used, but he doesn't know if it still runs. White will look into it to see if it is operable and useful to his department and return to the Board.

The Board recessed at 10:14 A.M. and reconvened at 10:22 A.M.

Discussion was held with Budget Coordinator Sherry Seright regarding a change order for the Muscatine County Administration Building Structural and Exterior Repair Project. Seright stated that the change order is for removal of an antenna from the roof that was missed by the architect and raising the gas line on the roof in order to fit the coping at a cost of \$1,650. Seright stated the other part of the change order is in the amount of \$2,760 for removal of the old HVAC unit on the roof of the breakroom that is no longer in use. On a motion by Furlong, second by Watkins, the Board approved Structural and Exterior Repairs to the Muscatine County Administration Building Change Order #001 in the amount of \$4,410.00 for a total project cost of \$497,105. Ayes: All.

Discussion was held regarding a contract for the Muscatine County Judge's Chambers Remodel Project. Howard stated that he had an issue with paying the final payment at substantial completion rather than at final completion. Furlong stated he is comfortable with the definition Oak Tree Homes provided for substantial completion which was when the site can be occupied for the use it was intended. On a motion by Watkins, second by Sorensen, the Chairperson was authorized to execute a contract with Oak Tree Homes, LLC for the Muscatine County Judge's Chambers Remodel Project in the amount of \$28,263.00. Ayes: Furlong, Kelly, Watkins and Sorensen. Nay: Howard.

On a motion by Watkins, second by Sorensen, the Board approved Resolution #09-10-12-05 Naming Depositories – Treasurer's Office. Roll call vote: Ayes: All. The following are the maximum allowable balances:

Central State Bank	\$20,000,000
Community Bank of Muscatine	\$ 2,000,000
First National Bank of Muscatine	\$ 2,000,000
IPAIT	\$15,000,000
Midwest One Bank	\$ 5,000,000
West Liberty State Bank	\$10,000,000

Howard appreciates County Treasurer Jerry Coffman's efforts in getting residents to utilize other online methods for payment to relieve pressure on his reduced staff and encouraged more residents to utilize the alternate services.

Discussion was held with Vic Amoroso, A&J Associates on their proposal to provide consulting engineering services for County of Muscatine to develop a preventive maintenance program for existing HVAC equipment installed in the Courthouse, Jail, DHS, Optima and Community Services buildings. Furlong stated that it would be good information to have, but he is concerned about the price and it would be critical for staff to keep up with updating the information on the program. Watkins stated he does not know if the County can afford this at this point in the budget year. Howard stated they probably need to budget for it next year. Budget Coordinator Sherry Seright stated that she anticipated this coming out of the \$150,000 that has been earmarked to be moved from the General Basic Fund to the Capital Projects Fund. Howard stated that the County already has all of the information that would be loaded into this program, but the program would make it easier to access that information. Sorensen stated that this is a really good idea and he is very supportive of the concept, but he feels it has a long way to go as he would want more than just a repository for the information. Sorensen stated he would want to be able to generate work orders out of the system. Amoroso stated that there will be real time control built into this system to track maintenance and generate work orders for preventive maintenance. Watkins stated he would also like it to prompt the user when the expected life on a piece of equipment is close to expiration. Kelly stated that A&J Associates is willing to work with the County to get the product that we want, but they need a contract. Watkins stated he feels this is more practical than Courthouse lighting. Administrative Services Director Nancy Schreiber stated that the Board has funding in the budget for preventive maintenance that they decided not to do in lieu of possible development of their own plan for internal preventive maintenance. Watkins asked if the Administration Building would also be included upon completion of the structural work. Amoroso stated that it would be included, but the County could require contractors of all future projects to provide information in the same format to include in this program. Sorensen asked how a project is added, for example, grounds maintenance. Amoroso stated that any contractor can give you an Auto-CAD version of any project to include in this program. Seright stated that training to instruct County staff on how to add future projects is included in the \$25,000 cost of the program.

Discussion was held with Vic Amoroso, A&J Associates, regarding a proposal for exterior lighting design for the Courthouse. Amoroso stated that the proposal presented covers design through provision of building specifications and bidding at a cost of \$6,680 and an additional \$3,920 for construction administration services. Sorensen stated that the problem is that they are trying to get a more aesthetic design which requires an engineer. Furlong and Watkins stated they are willing to put the lighting project on hold at this time. Sorensen stated he would like to know what the fee would be for just the design phase with cost estimate. Watkins agreed with Sorensen. Amoroso will return with another proposal.

Further discussion was held regarding the A&J Associates proposal to design a preventive maintenance program for County Buildings. Furlong stated he still has reservations that it might not be fully utilized by the staff and staff commitment is needed for this to be successful. Watkins stated he feels the staff will utilize the program just like staff did when MAGIC was developed under uncertainty of how well it would be utilized. On a motion by Watkins, second by Kelly, the Board approved a proposal to develop a preventive maintenance program for the aforementioned Muscatine County Buildings with A&J Associates in the amount of \$25,000. Ayes: All.

On a motion by Howard, second by Sorensen, minutes of the Monday, August 27, 2012 regular meeting were approved as written. Ayes: All.

Correspondence:

Kelly received calls regarding the Old Barn.

Kelly received a letter from Carl Beckman asking why County wages were not published, but that County Auditor Leslie Soule confirmed they were published in the Spring.

Howard received a call and email regarding zoning and building concerns about facilities being transferred from Iowa City to the Cedar Valley Baptist Camp.

Furlong received a call regarding funding of the Special Olympics.

Committee Reports:

Sorensen attended a Muscatine County Safety Meeting September 5<sup>th</sup>.

Kelly attended a Muscatine County Health Association meeting September 5<sup>th</sup>.

Howard attended the Iowa DNR Review of Air Quality in Muscatine County on August 29<sup>th</sup>.

Budget Coordinator Sherry Seright stated that she noticed the retaining wall between the top parking lot and lower lot is crumbling.

Kelly reminded the Board that they have a Regionalization meeting in Dewitt next Monday, September 17<sup>th</sup>.

Discussion was held with Budget Coordinator Sherry Seright regarding a proposal to replace the windows at the Historic Jail. Seright stated that the County has never taken any grants for historic preservation of the Historic Jail so the options contained in the request for proposal are all viable. Watkins stated the completion date should be moved back to March 1, 2013 rather than the proposed November 30, 2012. Board consensus was to also move the bidding out another week to October 1, 2012. On a motion by Furlong, second by Sorensen, the Board approved a Request for Proposals for Replacement Windows at the Historic Jail as amended. Ayes: All.

On a motion by Watkins, second by Sorensen, the Board approved Resolution #09-10-12-06 Transferring \$150,000 from the General Basic Fund to the Debt Repayment Fund. Roll call vote: Ayes: All.

On a motion by Furlong, second by Watkins, the Board approved Resolution #09-10-12-07 Transferring \$4,000 from the General Basic Fund to the Conservation Youth Corps Fund. Roll call vote: Ayes: All.

The Board reviewed applications received from Kenneth R. Noble, Jeffrey Allen Benton and Paul F. Wedel to fill a vacancy appointment to the Veterans Affairs Commission. Administrative Services Director Nancy Schreiber stated she has completed the 90-day period to search for a female applicant with none applying for the position. The Board asked Schreiber to provide information on the current members as to what branch and wars they served.

On a motion by Watkins, second by Furlong, the Board appointed Supervisor Howard to serve on the Generations Area Agency on Aging Board of Directors for a three-year term ending October 2015. Ayes: All.

The meeting was adjourned at 12:05 P.M.

ATTEST:

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Betty L. Wamback, First Deputy Auditor

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Kas Kelly, Chairperson  
Board of Supervisors

Muscatine County Board of Supervisors  
Monday, September 17, 2012

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

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

On a motion by Howard, second by Watkins, claims dated September 17, 2012 were approved in the amount of \$1,357,387.54. Ayes: All.

The Board reviewed bids for the Muscatine County Courthouse Landscape and Accessibility Project with Steve Nowak, MMS Consultants, Inc. Nowak stated that the bids were quite a bit higher than expected. Nowak stated that MMS had contacted some of the contractors that had not put in bids to find out what the problems were. Stating there were three main issues: the contractors were busy, the short construction period made it possible that there would be cold construction work with the concrete, and they were concerned about the design work on the columns and what might be found when the construction companies dig down next to the wall and the existing city sidewalks to place the columns. Nowak stated that there is also currently a general inflation of construction prices that adds to the high bids. Kelly stated that she thinks the County should hold off and put this back up for bid with different time lines. Watkins stated that the County cannot afford to do this with current funds. Watkins stated that typically more people are looking for work in the spring. Watkins asked Nowak if the County waited until spring, changed the timelines and redesigned the columns would there be any additional fees from MMS. Nowak stated there would be no additional costs as far as redesigning the columns. Nowak stated that they had bid a scenario that minimized the effect on the users so they would always have an easy access into the Courthouse and that had an effect on the construction timeline. Nowak stated changing the scenario so the phase in is more inconvenient for the County and the users, having a longer construction time and having an alternative for the columns such as poured in place concrete might save costs. Furlong stated that he agreed the County should rebid this in January. Furlong stated that it is his experience that when you push someone with a short time frame then the costs go up dramatically. Nowak stated that as far as additional costs for MMS, he would like to entertain a small fee for advertising, but not the design part as they probably bear some responsibility for designing the columns a little too complicated. Watkins stated that over the years there have been a lot of private and public partnerships and maybe someone in the area would be willing to put the columns in if the County waited until January to give them time to come forward. Howard stated that waiting until spring might get more competitive bids. Howard also suggested that the County look at alternatives and breaking out the costs more. Howard pointed out that it was a little strange that neither bid had a differential for the limestone and requested that Nowak find out why the limestone was not broken out. On a motion by Watkins, second by Furlong the Board approved rejecting the bids at this time, sending letters of appreciation to the two bidders



and letting them know that the County intends to rebid the project early next year. Ayes: All.

Discussion was held regarding the removal of one or two diseased trees and small fruit trees with replacements as recommended by MMS. Watkins suggested that at the end of the meeting the Board designate trees to be removed. Furlong stated that the Board was never going to take down very many trees. Budget Coordinator Sherry Seright stated that Conservation Director Curt Weiss has volunteered his staff to remove the smaller trees. On a motion by Furlong, second by Watkins, the Board approved removing the trees designated by the Board and the small fruit trees on the corners. Ayes: All.

Discussion was held regarding a bid from A&J Associates for exterior lighting design and cost estimate for the Courthouse. Sorensen stated that this is going to be a lighting design and the engineering required to put it in place for the Courthouse. Watkins stated that the question is what kind of lighting does the County want. Budget Coordinator Sherry Seright stated that this would be for basic lighting, to light the flag, the face of the Courthouse and replacing the four big light fixtures on the corners. On a motion by Sorensen, second by Furlong, the Board accepted the bid from A&J Associates for exterior lighting design and cost estimate for the Courthouse. Ayes: All.

Discussion was held regarding Structural and Exterior Repairs to the Muscatine County Administration Building Project Change Order #002. Budget Coordinator Sherry Seright stated that the Change Order is to replace joists in the attic that have significant dry rot. On a motion by Furlong, second by Sorensen, the Board approved Structural and Exterior Repairs to the Muscatine County Administration Building Project Change Order #002 in the amount of \$3,315.00 for a total project cost of \$500,420.00. Ayes: All.

Discussion was held with Community Services Director Mike Johannsen regarding authorizing the Chair to execute a Preferred Provider Agreement for residential detoxification between the Center for Alcohol and Drug Services, Inc. and Muscatine County. Johannsen stated that this is for detoxification and the State of Iowa does not pay for detox. Johannsen stated this is for civil commitments and will come out of the budget for substance abuse. On a motion by Watkins, second by Sorensen, the Board authorized the Chair to execute a Preferred Provider Agreement for residential detoxification between the Center for Alcohol and Drug Services, Inc and Muscatine County. Ayes: All.

On a motion by Watkins, second by Sorensen, the Board approved setting a letting date of October 8, 2012 at 9:00 a.m. for L-(BL-2--73-70, Seal Coat improvements on Bayfield Road, from 0.35 mile east of N. Mulberry Avenue to N. Isett Avenue. Ayes: All.

On a motion by Furlong, second by Sorensen the following utility permits were approved: WTC Communications - place a communications line from 1040 Trail Avenue, South to 110<sup>th</sup> Street; and Windstream Communications, Inc. - place a buried copper 12 pair 24 gauge copper telephone cable along 180<sup>th</sup> Street from Bancroft, West to 1089 180<sup>th</sup> Street. Ayes: All.

Discussion was held with County Engineer Keith White regarding an offer he received from Harsco for 1500 tons of slag for a free trial. The Board directed White to accept the offer.

Watkins stated that he has received correspondence regarding a lot of brush in the ditches along the roads and asked County Engineer Keith White to take into consideration a more aggressive approach for brush removal for next year's budget. White stated that the County sprays where REC does not and that the County might want to consider what more needs to be done. Furlong stated that it is a lot cheaper to spray when the brush is smaller. Kelly stated that she has received a complaint about visibility at the intersection of Fruitland Road and Stewart Road. White stated he will take a look at this intersection.

The Muscatine County Board of Supervisors met as a Board of Canvassers for the Muscatine School Instructional Support Levy Election held September 11, 2012. The Board certified the following results to be a true and correct abstract of the votes cast in the election: Yes Votes: 1,260; No Votes: 1,006; Over Vote: 1: Total Votes: 2,267.

On a motion by Howard, second by Watkins, minutes of the Monday, September 10, 2012 regular meeting were approved as written. Ayes: All.

#### Correspondence:

The Board received copies of draft permits, application package and public notices from Iowa DNR for an application from Monsanto to modify their permits for an existing boiler and coal handling system to allow the establishment of PM2.5 limits.

Watkins received a call regarding concerns about trees in the ditches along County roads.

Howard received an e-mail regarding funding for the Special Olympics.

Howard received a contact regarding County spending habits.

Furlong received a contact from the Wilton Fire Department regarding City of Muscatine annexations.

The Board received a letter from MidAmerican Energy regarding reviewing potential sites across Iowa for future electric generation plants.

#### Committee Reports:

Howard attended a Muscatine Search and Rescue meeting September 12<sup>th</sup>.

Kelly attended the 7<sup>th</sup> Judicial District meeting September 14<sup>th</sup>.

Kelly, Furlong and Watkins attend the Farm Bureau Annual meeting September 13<sup>th</sup>.

Howard attended the Muscatine City Council meeting September 13<sup>th</sup>.

On a motion by Furlong, second by Watkins, Jeff Benton was appointed to the Veterans Affairs Commission for a 3-year term ending June 30, 2015.

The Board reviewed the health/dental fund balance as of August 31, 2012.

Kelly reminded the Board of the special Mental Health meeting at 6:00 P.M. September 17<sup>th</sup>.

The meeting was adjourned at 9:36 A.M. and reconvened at 9:44 A.M. on the grounds of the Muscatine County Courthouse.

The Board reviewed fruit trees and two diseased trees with Steven Nowak, MMS Consultants, Inc., Conservation Director Curt Weiss, Budget Coordinator Sherry Seright and Maintenance Supervisor Oscar Alvarez. Alvarez was directed to mark trees the Board has chosen for removal. The Board directed Weiss to have his staff remove the smaller trees marked. The Board directed Seright and Alvarez to patch broken sidewalks and trim trees with dead branches. On a motion by Furlong, second by Watkins the Board approved the removal of marked fruit trees and two diseased trees with replacement trees as recommended. Ayes: All.

The meeting adjourned at 10:10 A.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Kas Kelly, Chairperson  
Board of Supervisors