

Muscatine County Board of Supervisors  
Monday, June 27, 2011

The Muscatine County Board of Supervisors met in regular session at 7:00 P.M. with Furlong, Howard, Watkins, Kelly and Sorensen present. Chairperson Watkins presiding.

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

John Shaw, Architect, addressed the Board regarding the bid he submitted for architectural services for the Courthouse Repair/Renovation Project citing his experience dealing with historic buildings.

On a motion by Howard, second by Furlong, claims dated June 27, 2011 were approved in the amount of \$1,636,574.26. Ayes: All.

Discussion was held with Michael Simester regarding his request to use County property for a VFW event. Howard expressed concern about liability of the County. Watkins suggested no parking be allowed in the lot at 4<sup>th</sup> Street and Mulberry Avenue on the 4<sup>th</sup> of July in the event that rain makes the grassy area too soggy. Kelly stated she does not want alcohol outside of the VFW premises. Simester stated they never allow alcohol to leave the building. On a motion by Furlong, second by Kelly, the Board approved a request by Michael Simester from VFW Post 1565 for use of County property at the corners of 4<sup>th</sup> Street/Mulberry Avenue and 5<sup>th</sup> Street/Mulberry Avenue for their 2<sup>nd</sup> Annual 4<sup>th</sup> of July Barbeque and Ice Cream Social subject to submittal by the VFW of the appropriate certificate of insurance. Ayes: All.

Discussion was held with Vince Gaeta regarding his request for an extension of his current lease for Lot Twelve (12) – Gordon Dismore Addition. Gaeta stated that the private lane that services all of the cottages was in need of rock for the first time in the five years that he has leased the property. Gaeta has paid \$112 per year for rental of the property for five years through September 2012. Gaeta requested that the County extend his lease by one year until September 2013 at no cost to reimburse him for the \$90.20 he paid for rock placed on the access road. Furlong stated he does not consider it the County's responsibility to rock the access lane. Kelly stated she is agreeable to paying for the rock by allowing Gaeta a year of free rent. Howard stated the County is not responsible for maintenance of the property and that if the County wants to change the lease in the future to pay for maintenance, that is fine, but they need to allow others to bid on the rental of the property. A motion by Kelly to approve Gaeta's request to extend his current lease at no cost died for lack of a second. Gaeta stated he is not asking for the Board to pay for the rock. Watkins stated that the Board is not interested in extending the lease at this time. Sorensen stated that the Board needs to go out for bids before entering into the lease. On a motion by Furlong, second by Howard, the Board denied Gaeta's request to extend his lease past September 2012. Ayes: All.

Lee Miller, Chairperson of the Civil War Memorial Committee, was not able to attend this meeting to update the Board on the Civil War Memorial Dedication to be held on the Courthouse lawn at 1:00 P.M. on Saturday, July 2, 2011.

Discussion was held regarding Muscatine County's continued involvement with Interstate Resource Conservation and Development. Conservation Director Curt Weiss indicated that nationwide, RC&D is not funded in the FY2011 Federal budget so they will have a difficult time continuing without a coordinator. Weiss stated he feels it is time for the County to withdraw from Interstate Resource Conservation & Development. Howard agreed. Furlong stated that the program accomplished a lot, but it is time for this program to end. On a motion by Howard, second by Kelly, the Chairperson was authorized to sign a letter to withdraw the County and their two appointees, Bob Howard and Curt Weiss, from the Interstate RC&D Board of Directors effective June 30, 2011. Ayes: All.

On a motion by Kelly, second by Furlong, the Board approved an ordinance amending the Flood Plain Management Ordinance on the second of three readings. Roll call vote: Ayes: All.

Maintenance Supervisor Troy Sievert presented bids as follows for architectural services for the Courthouse Repair/Renovation Project: Shive Hattery – Design and Bidding Phase \$52,500 (fixed) plus estimated reimbursable expenses of \$2,000 and Construction Phase \$17,500 (hourly estimated) plus estimated reimbursable expenses of \$1,000; Durrant Group – Design, Bidding and Construction Phase of \$65,000 and bidding assistance for the tuckpointing and painting project of \$4,500; and Architect John Shaw - \$74,300 plus reimbursable expenses. Sievert noted that the Shive Hattery bid does not foresee construction until next Spring and he does not feel the roof will survive another winter eliminating Shive Hattery from consideration. Sievert recommended Durrant Group, the lowest of the two other bidders. Sorensen stated he had a really hard time exacting what services Durrant Group was providing for the \$65,000. Sievert stated that all of the bidders prepared their bid from the Steinmetz document. John Shaw stated he has an immense amount of experience in the historic theatre. Shaw stated that he is willing to guarantee his price in writing and will not come back later with his hand out. Watkins stated justification is needed for taking the higher bid. Howard stated that if previous experience the Board has had with Durrant Group is considered, then he believes they have the justification to go with the higher bidder in this instance. Watkins disagreed with Howard. Sorensen stated that he is not comfortable with the boiler plate contract from Durrant Group. Watkins stated they can table decision for now and ask Durrant Group for more specifics. Kelly reminded the Board that they all bid from the same document. Howard asked what the completion dates were for Shaw and Durrant. Sievert stated Shaw would begin construction 60 days from today, and Durrant Group could have a roofer on the Courthouse roof by October. On a motion by Howard, second by Furlong, the Board tabled decision on the contract in order to get more information from the Durrant Group. Ayes: All.

Sievert updated the Board on various projects stating that Shive Hattery will start the Administration Building study tomorrow morning and he will write the bid specifications for the tuckpointing of the Courthouse himself. Sievert stated he is working with MP&W and Vic Amaroso on incorporating rebates for the DHS Building into the geothermal study.

On a motion by Howard, second by Sorensen, the Board approved the following renewals of Iowa Retail Cigarette/Tobacco Permits: Casey's Marketing Co. DBA Casey's General Store #1257, 1127 Ripley Ct., Muscatine, IA 52761; Casey's Marketing Co. DBA Casey's General Store #2472, 1334 Hwy 22, Nichols, IA 52766; and Reif Oil Co. DBA Stewart Road Fast Break, 2418 Stewart Road, Muscatine, IA 52761. Ayes: All.

On a motion by Kelly, second by Furlong, minutes of the Monday, June 20, 2011 regular meeting were approved as written. Ayes: All.

Correspondence:

Watkins received a phone call regarding a weed issue on a lot in Moscow.

Furlong received a phone call concerned about roads in Cedar Township.

Kelly received an email about Sievert going to the City Council about parking issues.

Committee Reports:

Furlong attended a West Liberty Economic Area Development meeting June 23<sup>rd</sup>.

Howard attended a Muscatine County Conservation Board meeting June 20<sup>th</sup>.

Kelly and Watkins attended a Bi-State Regional meeting June 22<sup>nd</sup>.

On a motion by Kelly, second by Howard, the Board approved Resolution #06-27-11-01 Establishing a Historic Preservation Commission for Muscatine County, Iowa; Providing for the Recognition and Promotion of Historic Sites and Defining Powers and Duties of the Commission. Roll call vote: Ayes: All.

On a motion by Furlong, second by Sorensen, appointments to the Muscatine County Compensation Commission were approved for the period July 1, 2011 to June 30, 2012. Ayes: All.

On a motion by Furlong, second by Sorensen, the Board re-appointed Ronald Miller to the Muscatine County Veterans Affairs Commission for a three-year term ending June 30, 2014. Ayes: All.

The Board reviewed applications received from Lee Miller, Robert Lehman and Larry Wolf for two additional appointments to the Veterans Affairs Commission.

On a motion by Sorensen, second by Kelly, the Board re-appointed Mary Friederichs to Benefited Fire District #6 for a three-year term ending June 30, 2014 as also approved by Scott County. Ayes: All.

On a motion by Kelly, second by Furlong, the Board approved Resolution #06-27-11-02 Support for the City of Buffalo Grant Application to the State Recreation Trail Program to Fund Final Design of the Mississippi River Trail from Buffalo to Wildcat Den Avenue. Roll call vote: Ayes: All.

On a motion by Kelly, second by Sorensen, the Board approved Resolution #06-27-11-03 FY2011/12 Budget Appropriations in the amount of \$30,796,097. Roll call vote: Ayes: All.

Discussion was held regarding setting an increase for the Sheriff's Office command staff. Administrative Services Director Nancy Schreiber stated that Sergeants are making the same or less than the deputies that they are supervising and she has found no logical placement for these positions within the County's Salary Administration Program. Schreiber stated she cannot differentiate them from those they are supervising unless they are given at least a 4% increase. On a motion by Furlong, second by Kelly, the Board increased salaries for Sheriff's Office command staff by 4% for FY11/12. Ayes: All.

Discussion was held regarding the possible addition of two part-time LPN positions in the Jail. Schreiber stated there was a letter in the agenda packet from Advanced Correctional Healthcare suggesting the addition of two LPN positions. Sheriff Dave White stated that the jail population runs 205 – 212 and as high as 220 creating a need for additional nurses to adequately cover the weekends and holidays. On a motion by Kelly, second by Furlong, the Sheriff was authorized to hire two 20 hour per week part-time Jail Nurse (LPN) positions in Grade 10. Ayes: All.

Discussion was held with Sheriff Dave White regarding the possible replacement of a Dietary Supervisor position and one full-time Cook position with a Food Services Manager and a Commissary Manager. White stated the current Dietary Supervisor/Commissary Manager is retiring and he decided that due to the size of the jail population, the Dietary Supervisor position needed to be split into two positions. On a motion by Furlong, second by Sorensen, the Board authorized a Food Services Manager position at Grade 8 and a Commissary Manager position at Grade 7 to replace the Dietary Supervisor and 1 full-time Cook positions and renamed the job title for the remaining Cook to Food Service Worker. Ayes: All.

Discussion was held regarding the possible replacement of the General Superintendent and General Foreman positions with two Maintenance Foreman positions. Schreiber stated that County Engineer Keith White feels it would work better if he had two identical positions to spread the work. White stated that historically the non exempt foreman position has worked the bulk of the overtime hours and those hours are out of anyone's control because they are called out at night or on weekends. On a motion by Kelly, second by Sorensen, the Board authorized two Maintenance Foreman positions at Grade 13, with a step adjustment from 10 to 17 for Kyle Soukup in one of the Maintenance Foreman positions to equalize pay between the two employees that will be in that position. Ayes: All.

Supervisors Furlong and Sorensen reported that they had negotiated a salary increase of 3% with County Engineer Keith White for FY11/12. Furlong reported that they considered White's 24 years of experience and the fact that he received no step increase last year. Watkins questioned why when most employees with steps are getting 3.6% they are not giving him the same. Howard stated he looked at other counties that had higher salaries than White, but were much larger counties in both land mass and population so it looks to him like White is currently sitting right where he should be and perhaps the percentage increase is a little high. Watkins stated that when you look at population, some have more rural than others. Furlong stated he and Sorensen also looked at those figures and considered those, but overall they felt White saves the County a lot of money and they feel 3% is a fair figure. Sorensen thinks White has done a good job of deferring the purchase of equipment in lean years which speaks to his experience. On a motion by Kelly, second by Furlong, the Board approved a 3% salary increase for the County Engineer for FY11/12. Ayes: All.

Discussion was held regarding the possible regrading of the Maintenance Worker, Custodian and Budget Coordinator positions. Schreiber stated that due to the hiring of the Maintenance Supervisor position, the Lead Worker position which was a Grade 8 can be reclassified as a Maintenance Worker position. Schreiber proposed that both Maintenance Worker positions be moved from Grade 7 to Grade 9. Howard stated that the County is continually having these changes and asked if we are getting what we wanted to get done accomplished which was to place employees in a more appropriate grade. Schreiber stated that yes that is being accomplished. Furlong stated the County has not had that many changes since adopting the Salary Administration Program. Schreiber stated that she is proposing moving Custodian from Grade 1 to Grade 3. Schreiber stated that the position of Budget Coordinator has assumed increased responsibility for all phases of grant research and administration and she is recommending moving the position from a Grade 14 to a Grade 15. On a motion by Kelly, second by Furlong, the Board approved regrading and step placements as follows: Maintenance Worker – Grade 7 to Grade 9 with placement of Oscar Alvarez in a Step 5 rather than Step 1; Custodian – Grade 1 to Grade 3; and Budget Coordinator – Grade 14 to Grade 15. Ayes: All.

On a motion by Kelly, second by Sorensen, the Board accepted a June 24, 2011 special payroll claim. Ayes: All.

On a motion by Furlong, second by Kelly, the FY11/12 mileage reimbursement rate was set at 45 cents per mile. Ayes: All.

The Board scheduled fiscal year-end cash counts with County departments.

Administrative Services Director Nancy Schreiber stated that thanks to Jim Hanks, mediation with representatives from all of the separate units was set up for last Thursday morning and she is happy to report that they have tentative agreement on all contracts with insurance as proposed by the County. The Board will hold a special meeting at 9:00 A.M. on Thursday, June 30, 2011.

The meeting was adjourned at 8:36 P.M.

ATTEST:

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Leslie A. Soule, County Auditor

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David H. Watkins, Chairperson  
Board of Supervisors

Muscatine County Board of Supervisors  
Thursday, June 30, 2011

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

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

On a motion by Furlong, second by Howard, a claim dated June 30, 2011 was approved in the amount of \$2,357.25. Ayes: All.

On a motion by Howard, second by Kelly, the Board approved Ordinance #06-30-11-01 Amending the Flood Plain Management Ordinance on the third and final reading. Roll call vote: Ayes: All.

Discussion was held with Maintenance Supervisor Troy Sievert regarding architect services for the Courthouse Repair/Renovation Project. Sievert provided a letter from Durrant Group explaining the specifics of services to be provided. On a motion by Sorensen, second by Howard, the Board accepted a proposal from Durrant Group in the amount of \$65,000.00 for architect services for the Courthouse Repair/Renovation Project. Ayes: All.

On a motion by Furlong, second by Howard, the Board amended the Jail Commissary Expenditure Policy to change the job title of part-time Jail Cook to full-time Commissary Manager. Ayes: All.

On a motion by Howard, second by Sorensen, the Board approved and authorized the Chair to execute the July 1, 2011 through June 30, 2013 agreements regarding the Muscatine County Sheriff's Office Deputy Sheriff's between Muscatine County and Chauffeurs, Teamsters & Helpers, Local Union #238. Ayes: All.

On a motion by Kelly, second by Furlong, the Board approved and authorized the Chair to execute the July 1, 2011 through June 30, 2013 agreement regarding the Muscatine County Sheriff's Office Correctional Unit between Muscatine County and Chauffeurs, Teamsters & Helpers, Local Union #238. Ayes: All.

On a motion by Howard, second by Sorensen, the Board approved and authorized the Chair to execute the July 1, 2011 through June 30, 2013 agreement regarding the Muscatine County Secondary Roads Department between Muscatine County and Chauffeurs, Teamsters & Helpers, Local Union #238. Ayes: All.

On a motion by Furlong, second by Howard, the Board appointed Robert Lehman to the Veterans Affairs Commission for a two year term ending June 30, 2013. Ayes: All.

On a motion by Kelly, second by Howard, the Board appointed Larry Wolf to the Veterans Affairs Commission for a three year term ending June 30, 2014. Ayes: All.

Watkins stated that Dennis Hepker and Carol Wade are interested in filling vacancies on the Muscatine County Compensation Commission.

Watkins stated that delinquent property taxes on mobile homes were in excess of \$15,000 this year. Watkins stated that the Treasurer's Association is lobbying the legislature to hold mobile home park owners responsible for property taxes levied against mobile homes.

Administrative Services Director Nancy Schreiber stated that she has received the necessary certificate of insurance from the VFW for their event next Monday.

The meeting was adjourned at 9:13 A.M.

ATTEST:

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Leslie A. Soule, County Auditor

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David H. Watkins, Chairperson  
Board of Supervisors