

# Clinton County Board of Supervisors

Clinton County Administration Building  
1900 North Third Street

John F. Staszewski, Chairperson  
Dan Srp, Vice Chairperson  
Shawn Hamerlinck

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**PUBLIC NOTICE** is hereby given that the Clinton County Board of Supervisors will meet at the following time and place: MONDAY, October 19, 2015, 9:00 A.M.; Clinton County Administration Building, Conference Room B, 1900 N. 3<sup>rd</sup> St., Clinton, IA.

**9:00 a.m.** Review Correspondence & Claims

Call to Order – Pledge of Allegiance

**9:15 a.m.** Formal Action & Motions

## RESOLUTIONS

- Final adoption of a County ordinance titled “An Ordinance to Establish a Policy for the Construction and Reconstruction of Roadways and Bridges on the Clinton County Secondary Roads System.”
- Authorize wage/benefits for Early childhood Iowa School Ready and Early Childhood coordinator
- Elderly and disabled property tax credit adjustment
- Approve updates to the Clinton County Board of Supervisors Agenda Policy
- Accept plans for Administration Building retaining wall and proceed with advertising for project quotes
- Tax suspension request – Code of Iowa Sec. 427.8

## MOTIONS

- Motion to authorize Building Maintenance to advertise for bids for DeWitt Satellite Office snow removal

GENERAL PUBLIC

DEPARTMENT HEADS, ELECTED OFFICIALS & EMPLOYEES

**9:30 a.m.** Discussion

The Supervisors will discuss the upcoming budget process with County Auditor Eric Van Lancker and County Budget Director Lynn Kirchhoff.

**RESOLUTION #2015- \_\_\_\_\_**

**October 19, 2015**

**WHEREAS: the Board of Supervisors of Clinton County, Iowa, proposes to adopt an ordinance establishing a policy for the construction and reconstruction of roadways and bridges on the County Secondary Road System. The purpose of this ordinance is to establish Clinton County's policy for the construction of roads, reconstruction of roads, construction of bridges, reconstruction of bridges and other roadway and drainage features associated with road and bridge construction and,**

**WHEREAS: the Board of Supervisors of Clinton County, Iowa, held a public hearing on September 14, 2015 to solicit public comment regarding the proposed ordinance and no public comments were received.**

**WHEREAS, the Board of Supervisors of Clinton County held a first reading of the proposed ordinance on September 14, 2105 and held a second reading of the proposed ordinance on October 19, 2015, and waived further readings.**

**THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County as follows:**

- 1. The attached ordinance numbered 2015-05 is hereby adopted.**
- 2. The Auditor is directed to publish said ordinance as required by law.**
- 3. This ordinance shall be in effect from and after its adoption and publication as required by law.**

**Roll Call:**

**Hamerlinck: \_\_\_\_\_**

**Srp: \_\_\_\_\_**

**Staszewski: \_\_\_\_\_**

**ATTEST:**

\_\_\_\_\_  
**Eric Van Lancker  
County Auditor  
County of Clinton  
State of Iowa**

\_\_\_\_\_  
**Chairperson  
Clinton County Board of Supervisors**

## CLINTON COUNTY

ORDINANCE NO. \_\_\_\_\_

### AN ORDINANCE TO ESTABLISH A POLICY FOR THE CONSTRUCTION AND RECONSTRUCTION OF ROADWAYS AND BRIDGES ON THE CLINTON COUNTY SECONDARY ROAD SYSTEM.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS CLINTON COUNTY:

#### SECTION 1 -- PURPOSE

The purpose of this ordinance is to establish Clinton County's policy for the construction of roads, reconstruction of roads, construction of bridges, reconstruction of bridges and other roadway and drainage features associated with road and bridge construction.

#### SECTION 2 -- LEVEL OF SERVICE

The level of service shall be based on traffic counts, roadway classification, pavement type, roadway geometrics and other data used in accepted engineering design as established by the County Engineer, Iowa Department of Transportation and the Federal Highway Administration.

#### SECTION 3 -- DESIGN CRITERIA

In implementation, this policy shall set the minimum design standards that Clinton County will follow in the construction or reconstruction of roads and bridges. These criteria shall be based on accepted engineering practices and standards established by the Iowa Department of Transportation and the Federal Highway Administration.

The County Engineer shall assure the minimum design standards established herein are adhered to in a uniform manner unless, in his or her professional judgment, a deviation from standards is warranted. Minimum design standards are not subject to discretionary enforcement. Any deviations must be documented as unreasonable and or impossible to implement by the County Engineer and/or the County Board of Supervisors.

#### PAVED ROUTES

##### A) New Pavement

- 1) New pavement shall be constructed with a 22' wide pavement and a minimum three feet wide granular shoulder. Intersections with non-paved roads shall have pavement extended back onto the intersecting road 50' beyond the end of the intersection radius.

- 2) Paved shoulders and edge line rumble stripes shall be constructed if crash data warrants based on accepted HSIP and TSIP cost/benefit analysis.
- 3) Concrete rumble strips shall be installed on all approach stop situations.
- 4) Safety edge shall be incorporated into new construction projects when the proposed new pavement thickness will be greater than three inches thick.

#### B) Reconstruction of Pavement

1. Paved roads shall be reconstructed with a 22' wide pavement or to the previous pavement width, whichever is greater with granular shoulders.
2. Concrete rumble strips shall be installed on all approach stop situations not located in residential areas.
3. Safety edge shall be incorporated into reconstruction (rehabilitation) projects when the proposed new pavement thickness will be greater than three inches thick.

### **UNPAVED ROADS**

- A) Gravel Roads
  - 1) New construction of a gravel road shall have a 28' finished top, including shoulders.
  - 2) Reconstruction of a gravel road shall be to the previous width prior to reconstruction.
- B) Class B & C Roads
  - 1) Class B and C roads will be built to the minimums as outlined by Iowa Code.

### **BRIDGES & Drainage Structures**

- A) Paved Routes
  - 1) Bridges on paved routes shall be built with a minimum width of 30'. Wider structures will be installed when there are issues relating to oversized vehicles, pedestrian facilities, biking usage or other issues where the additional width is warranted.
  - 2) Culverts under paved roads shall be concrete or metal.
  - 3) Pipe culverts larger than 54" in diameter may be substituted with reinforced box culverts.
  - 4) Design for drainage structures will be governed by accepted hydraulic design standards. Input from IDNR, Corp of Engineers, Iowa DOT, NRCS, or USGS may impact the size and type of the structure to be placed.
  - 5) Water and livestock will use separate structures whenever possible.
- B) Unpaved Routes
  - 1) Bridges will normally be a minimum of 28' on gravel roads.

Dead end roads may be narrower at the discretion of the County Engineer

- 2) Culverts may be metal or concrete. Pipe culverts larger than 54" in diameter may be substituted with reinforced box culverts.
  - 3) Design for drainage structures will be governed by accepted hydraulic design standards. Input from IDNR, Corp of Engineers, Iowa DOT, NRCS, or USGS may impact the size and type of the structure to be placed.
  - 4) Water and livestock will use separate structures whenever possible.
- C) Class B & C Roads  
Class B and C roads will be built to the minimums as outlined by Iowa Code.
- D) Entrance Bridges  
Any and all bridges/drainage structures that are fully or partially in the road right-of-way that serve as entrances to private property from the public roadway shall not be under the jurisdiction and responsibility of the County. Clinton County will not be financially responsible for construction, replacement or maintenance of private property entrance structures.

#### **SECTION 4 -- REPEALER**

All ordinances and resolutions, or parts thereof, in conflict herewith are hereby repealed.

#### **SECTION 5 -- SEVERABILITY CLAUSE**

If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

#### **SECTION 6 -- WHEN EFFECTIVE**

This ordinance shall be in effect immediately after its final passage and publication as provided by law. In addition, this ordinance shall remain in effect until such time the Board of Supervisors passes a future ordinance repealing this ordinance.

Passed and approved this \_\_\_\_\_ day of "".

Clinton County Board of Supervisors

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John Staszewski - Chairman

\_\_\_\_\_  
Shawn Hamerlinck

\_\_\_\_\_  
Dan Srp

ATTEST:

\_\_\_\_\_  
Clinton County Auditor

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

October 6, 2015

RESOLUTION 2015 - \_\_\_\_\_

WHEREAS, the Clinton/Jackson Decategorization Board and Early Childhood Iowa Board has approved five additional paid vacation days to the current yearly paid vacation days currently entitled and earned, a 2.0 percent raise plus \$3,500 salary adjustment for additional job duties with said wage increase being retroactive and effective as of July 1, 2015.

BE IT RESOLVED, by the Board of Supervisors of Clinton County, Iowa, that Jenny Kreiter's hourly rate be increased to \$34.1049 per hour, minus \$5.6545 per hour deduction for IPERS and FICA equaling \$28.4504 effective July 1, 2015.

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue biweekly pay checks on the Early Childhood Iowa School Ready and Early Childhood fund effective said date without further action of this Board.

|            |            |       |
|------------|------------|-------|
| Roll Call: | Staszewski | _____ |
|            | Srp        | _____ |
|            | Hamerlinck | _____ |

\_\_\_\_\_  
John Staszewski, Chairperson

ATTEST:

\_\_\_\_\_  
Eric Van Lancker, County Auditor  
County of Clinton  
State of Iowa

\_\_\_\_\_  
Date

|   | FY15        | 2%<br>increase           | salary<br>adjustment for<br>increased job<br>responsibilities<br>starting July 1,<br>2015 | Total FY16<br>salary and<br>benefits | Total FY16<br>salary and<br>benefits |
|---|-------------|--------------------------|---|--------------------------------------|--------------------------------------|
| <b>Clinton/Jackson ECI</b>  |             |                          |   |                                      |                                      |
| FY15 total Salary with benefits                                   | \$32,548.00 | \$650.96                 |   | \$33,198.96                          |                                      |
| <b>Clinton/Jackson DECAT</b>                                      |             |                          |   |                                      |                                      |
| FY15 total Salary   | \$33,568.00 | \$671.36                 | \$3,500   | \$37,739.36                          |                                      |
| <b>Total Clinton/Jackson ECI/DCAT</b>                             |             |                          |   |                                      |                                      |
| FY15 total salary & benefits                                      | \$66,116.00 | \$1,322.32               | \$3,500   | \$70,938.32                          | \$70,938.32                          |
| FY16 Total Salary including<br>IPERS & FICA                       | \$70,938.32 |                          |   |                                      |                                      |
| divded by 2080 hrs worked   | \$34.1049   |                          |   |                                      |                                      |
| IPERS (8.93%)x\$34.1049   | \$3.0455    |                          |   |                                      |                                      |
| FICA (7.65%)x\$34.1049  | \$2.6090    |                          |   |                                      |                                      |
| Total Deductions  | \$5.6545    |                          |   |                                      |                                      |
| \$34.1049 per hour salary<br>minus \$5.6545 per hour<br>deduction | \$28.4504   | hourly<br>base<br>salary |   |                                      |                                      |

Resolution # 2015-

**Whereas**, Jeffrey Muhs has filed an application for elderly and disabled mobile home tax credit after June 1, 2015 and meets eligibility requirements for a credit adjustment to property taxes for parcel 29A20689 in District 0110 , in the amount of \$44.00 .

**Therefore be it resolved**, by the Clinton County Board of Supervisors that county records be adjusted by the county treasurer on the county system to reflect the additional elderly and disabled property tax credit on the parcel 29A2689 in the county system.

Shawn Hammerlink \_\_\_\_\_

Dan Srp \_\_\_\_\_

John Staszewski, Chair \_\_\_\_\_

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John Staszewski, Board Chairperson

Attest: \_\_\_\_\_

Eric Van Lancker, County Auditor

October 19, 2015

RESOLUTION 2015-\_\_\_\_\_

WHEREAS, it is in the best interest of Clinton County to establish and review policies from time to time; and

WHEREAS, the Clinton County Board of Supervisors desires to meet the expectations of the open meetings laws as prescribed by the Code of Iowa and it also wishes to conduct its meetings in an orderly and well prepared manner;

THEREFORE, BE IT RESOLVED by the Clinton County Board of Supervisors that the Clinton County Board of Supervisors Agenda Policy filed in the County Auditor’s Office be and is hereby adopted effective this date;

BE IT FURTHER RESOLVED that this policy be distributed by the County Auditor’s Office to all County elected officials and department heads.

Roll Call:

Hamerlinck: \_\_\_\_\_

Srp: \_\_\_\_\_

Staszewski: \_\_\_\_\_

\_\_\_\_\_  
Chairperson, John Staszewski

ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker



October 19, 2015

**RESOLUTION # 2015-\_\_\_\_\_**

**WHEREAS, Kim Richardson** has petitioned for property tax suspension under provision of Code of Iowa, Section 427.8, on the following described property:

1117 Woodland Drive, Clinton IA 52732

Parcel #8402090013

**WHEREAS, Kim Ralston, CAP Director** has verified Kim Richardson's eligibility for said tax suspension.

**BE IT RESOLVED** by the Clinton County Board of Supervisors that tax suspension [for the collection of taxes, special assessments, and rates or charges, including interest, fees and costs] be and is hereby approved and the County Treasure is authorized to make entry on her records accordingly, all under provision of Section 427.8, Code of Iowa.

**BE IT FURTHER RESOLVED** that tax suspension under provision of Section 427.8, Code of Iowa is for the 2014 Assessment Year and all prior years and it is the responsibility of the petitioning taxpayer to reapply for further tax suspension.

**Roll Call:**

**Hamerlinck:** \_\_\_\_\_

**Srp:** \_\_\_\_\_

**Staszewski:** \_\_\_\_\_

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**John Staszewski, Chairperson  
Clinton County Board of Supervisors**

**ATTEST:**

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**Eric Van Lancker  
County Auditor  
County of Clinton  
State of Iowa**