

MAY 4, 2020

The Board of Supervisors of Clinton County, Iowa, met. Present were Supervisors Srp, Determann and Irwin. Minutes of the previous meeting were read and approved.

9:00 A.M. Review Correspondence and Claims Call to Order – Pledge of Allegiance

9:15 A.M. Formal Action & Motions Claims Approval

CONSENT AGENDA

Resolutions #2020-105 through #2020-108 were approved on the Consent Agenda:

RESOLUTION #2020-105

WHEREAS, the Clinton County Treasurer is an elected official and the Board of Supervisors does not consider nor appoint personnel for elected official, but need to authorize payroll for the County Auditor; now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the County Auditor be and is hereby authorized to issue biweekly paychecks on the General Fund, Office of County Treasurer to Gregg Maxwell, as a full-time Office Manager. This will be in effect at an annual rate of \$66,000 during the probationary period of 6 months, then increasing to \$68,000. Gregg Maxwell's starting date of employment with the Treasurer's Office will be May 4, 2020.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Daniel A. Srp, Chairperson

RESOLUTION #2020-106

WHEREAS, the Clinton County Communications Commission has authorized the hiring of additional staff and the Board of Supervisors does not consider nor appoint personnel for the Communications Commission, but needs to authorize payroll for the County Auditor. Clinton County Communications Director Eric Dau desires to appoint Jodi Guilliams as a Telecommunicator for the Clinton County Communications Commission; now

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors of Clinton County, Iowa that the County Auditor be and is hereby authorized to issue biweekly paychecks on the Communications Commission Budget, to Jodi Guilliams, as a full-time Telecommunicator. This will be in effect at an hourly rate of \$17.54 during the first 6 months of employment, then increasing to \$19.73 for the next 6 months of employment, and then increasing to \$21.92 after 1 year of employment. Guilliams' starting date of employment with the Clinton County Communications Commission will be May 4, 2020. This is subject to the terms and conditions of the Clinton County Communications Commission Bargaining Unit agreement without further action of this Board.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Daniel A. Srp, Chairperson

RESOLUTION #2020-107

WHEREAS, the Clinton County Communications Commission has authorized the hiring of additional staff and the Board of Supervisors does not consider nor appoint personnel for the Communications Commission, but needs to authorize payroll for the County Auditor. Clinton County Communications Director Eric Dau desires to appoint Ashton Schulz as a Telecommunicator for the Clinton County Communications Commission; now

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors of Clinton County, Iowa that the County Auditor be and is hereby authorized to issue biweekly paychecks on the Communications Commission Budget, to Ashton Schulz, as a full-time Telecommunicator. This will be in effect at an hourly rate of \$17.54 during the first 6 months of employment, then increasing to \$19.73 for the next 6 months of employment, and then increasing to \$21.92 after 1 year of employment. Schulz's starting date of employment with the Clinton County Communications Commission will be May 11, 2020. This is subject to the terms and conditions of the Clinton County Communications Commission Bargaining Unit agreement without further action of this Board.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Daniel A. Srp, Chairperson

RESOLUTION #2020-108

WHEREAS, the Clinton County Sheriff has accepted the resignation of Derek Kunkel, as a Deputy Sheriff.

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the County Auditor be and is hereby authorized to stop issuance of biweekly paychecks on the General Basic Fund, Office of Sheriff, to Derek Kunkel. Derek's last day is on April 24, 2020 with accrued benefits to be paid out until May 8, 2020.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Daniel A. Srp, Chairperson

RESOLUTIONS

The following resolution was presented and on motion approved:

RESOLUTION #2020-109

WHEREAS, Clinton County is dedicated to managing the risks of providing services for the public and will do all it can to prevent losses and create a safe work place for employees; and

WHEREAS, recognizing that losses may occur, Clinton County considers no losses acceptable and will make efforts to identify and treat all loss exposures; and

WHEREAS, Clinton County recognizes the need to adopt, review and update the Emergency Action Plans for its facilities; now

THEREFORE BE IT RESOLVED that the Clinton County Board of Supervisors approves the Clinton County Satellite Offices (DeWitt), Clinton County Administration Building, Clinton County Courthouse, and the newly created Clinton County Law Center Emergency Action Plans developed, reviewed and presented by the Risk Management Committee.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Daniel A. Srp, Chairperson

DEPARTMENT HEADS, ELECTED OFFICIALS AND EMPLOYEES

County Sanitarian Shane McClintock reported the County Attorney has asked for individual contracts from each land owner for the Elvira wastewater project so they understand the County will pay for the systems up front, but the residents will re-pay the County.

County Engineer Todd Kinney said he has received some FEMA funding from last year's work. He said there were two fatal accidents during the weekend on County roads. He said those roads are being inspected.

Supervisor Jim Irwin reported the Eastern Iowa Mental Health Region meeting is scheduled for Friday afternoon, but could be rescheduled for next Monday afternoon.

County Treasurer Dustin Johnson reported he is working on a system to get vehicle plates mailed to citizens. He said the DOT is concerned about not getting old plates returned. Johnson added there is \$2.7 million uncollected in property taxes. He said those revenues may come in at some point, but it may be in the next fiscal year after a tax sale is conducted.

DISCUSSION WITH POSSIBLE ACTION

Coronavirus/COVID-19 update EMA Director Chance Kness said there hasn't been a lot of change for Clinton County during the weekend. Kness said EMA is stocked with a good amount of PPE outside of N95 masks and tyvek suits. He said any organization that needs PPE should submit a request to EMA.

County Auditor Eric Van Lancker reported his staff is keeping up with the flood of absentee ballot requests for the June 2 Primary Election. He said the largest turnout for Primary Election in Clinton County was around 3,300 votes. He said his staff has administered more than 3,700 absentee ballot requests so far. He commended his staff for the hard work they are doing for Clinton County voters including working on Saturday for seven hours.

County Facilities Director Corey Johnson reported the work of installing shields in County buildings has started. He said the temporary shields are in and can be used now and he expects supplies for the permanent fixes to be delivered by the end of next week. He said preliminary work on frames for the shields has started.

9:51 A.M. Public Hearing – FY2020 County Budget Amendment

Chairman Srp called a public hearing in to order to solicit comments from the public on the proposed fiscal year 2020 Clinton County budget amendment.

Present were the Supervisors Determann and Irwin, County Auditor Van Lancker, elected officials and department heads, public and media.

Publication was presented, accepted and returned for filing.

Irwin said he received a text from a citizen stating the bonds for smaller projects would not have been needed if an agreement had been made with the City of Clinton on the railpark deal.

Determann pointed out the large portion of the budget amendment is giving spending authority for projects that were recently bonded for.

No public comments were made during the hearing.

MOTION by Supervisor Determann to adjourn the public hearing.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Motion carried. The public hearing was

adjourned at 9:55 a.m.

The following resolution was presented and on motion approved:

RESOLUTION #2020-110

WHEREAS, certain departments in the various funds of the County may overspend and there are sufficient funds available in the said service areas to cover these expenditures; now

THEREFORE BE IT RESOLVED by the Board of Supervisors that the following office funds be adjusted to wit:

Operating Transfers General Basic	from \$1,157,588	to \$1,201,588
General Services Revenue	from \$76,900	to \$96,900
Transfers to Outside Agencies - EMS	from \$0	to \$10,000
Transfer to Outside Agencies-Road Matching	from \$75,000	to \$85,000

Sheriff General Basic	from \$3,901,832	to \$4,063,032
Sheriff General Basic Revenue	from \$47,594	to \$105,594
Risk Management General Supplemental	from \$180,000	to \$205,000
Building Maintenance General Basic	from \$1,096,716	to \$1,242,416
Building Maintenance General Supplemental	from \$472,436	to \$588,436
Auditors General Supplemental	from \$401,767	to \$421,767
Treasurer General Basic	from \$296,844	to \$310,544
Conservation General Basic	from \$952,149	to \$964,149
General Assistance General Basic	from \$214,185	to \$307,685
Sheriff General Supplemental	from \$895,933	to \$914,833
Conservation General Supplemental	from \$238,900	to \$241,900
Patrol Rural Services Basic	from \$383,849	to \$399,199
Emergency Management	from \$115,900	to \$215,900
Secondary Roads	from \$385,000	to \$1,200,000
Capital Projects	from \$1,950,000	to \$4,022,916.75

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to make the above adjustments.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Daniel A. Srp, Chairperson

1:00 P.M. County Building Opening Discussion

Supervisor Irwin wanted to have this discussion with all of the Elected Officials and Department Heads to make sure everyone is on the same page when it comes to talking about opening the County buildings in regards to the COVID-19 pandemic. Wolf said his staff has been able to meet services while working split shifts. Van Lancker said what the County has been doing has been working as it hasn't experienced any ill employees. Aldridge said temperature checking for the Sheriff's office and Jail has been cumbersome and it would be as bad if all buildings were done that way. Srp said he tends to agree with Wolf and Van Lancker that it is working. Johnson mentioned there will be a lot of work done on the first floor of the Administration Building. Irwin said we are a minimum of two weeks from bringing all staff back in to the building. Irwin said it appears all essential business is getting done. Community Health Director Michele Cullen talked about employees coming back to work and how they need to be careful about coming to work while feeling ill. Cullen said the symptoms should be more than what the employee regularly feels, such as a person with allergies.

The Board of Supervisors approved the following claims be allowed and checks issued on the various funds in payment thereof:

Vendor	Payable Description	Payment Amount
ACCESS SYSTEMS	COPIER LEASE	\$7.47
ADVANCED CORRECTIONAL HEALTHCARE INC	SUPPLIES	\$13.71
ALLIANT ENERGY / INTERSTATE LIGHT/POWER CO	SERVICE	\$24,688.34
AMAZON CAPITAL SERVICES INC	SUPPLIES	\$70.98
AMBROSE LAND HOLDINGS 16 LLC	TAX SALE REVERSAL	\$2,644.50
AMP YOUR GOOD INC	SUPPLIES	\$1,675.00
ANDERSON SAND & GRAVEL CO	GOODS	\$2,893.87
BADGER, STEVE	SERVICES	\$1,000.00
BATES, RUTHELLEN K	MILEAGE REIMB	\$49.88
BAUER BUILT INC	GOODS	\$8,575.00
BECKWITH COMMERCIAL ROOFING	MATERIALS	\$13.50
BRIDGEVIEW COMMUNITY MENTAL HEALTH CTR	SERVICES	\$8,811.54
BROWN, KIMBERLY K	TRANSCRIPTS	\$13.00
BUCHANAN, COUNTY OF - SHERIFF'S OFFICE	SHERIFF SERVICES	\$32.80
CDW GOVERNMENT LLC	EQUIPMENT	\$41,399.51
CEIA USA LTD	REPAIR SERVICE	\$1,500.00
CENTURYLINK	SERVICE	\$1,260.84
CENTURYLINK BUSINESS SERVICES	SERVICE	\$14.86
CLAUSEN SUPPLY CO	PARTS	\$138.62
CLINTON COUNTY IT DEPARTMENT	ANNUAL MAINT	\$28,557.03
CLINTON HERALD	SUBSCRIPTION	\$191.88
CLINTON, CITY OF	SALARY REIMB	\$5,249.46
COMMUNITY ACTION OF EASTERN IA	QRS	\$7,813.48
COMPANY ONE FIRE SUPPRESSION	ALARM SERVICE	\$240.00
COMPLETE BUILDING SERVICES INC	SERVICES	\$1,400.00
CORNERSTONE WELLNESS CENTER	SERVICES	\$162.88
D & K MARINE REPAIRS	REPAIR SERVICE	\$84.43
DABO LLC	RENT	\$10,214.80
DEERING, ANDREA	MEI SERVICES	\$132.54
DOUBLE DRAGON INTERNATIONAL	SUPPLIES	\$18,950.60
EASTERN IOWA LIGHT & POWER COOP	SERVICE	\$411.99
EASTERN IOWA PROPANE LTD	SERVICE	\$990.42
EHREDT, HANDY B	MILEAGE REIMB	\$39.44

ELECTION SYSTEMS & SOFTWARE LLC	LICENSES/MAINT	\$26,960.00
ELVIRA CEMETERY ASSN	SERVICEMEN'S GRAVE CARE	\$540.00
ESRI INC	2020 LICENSING & MAING	\$2,476.37
EVERYSTEP	I SMILE	\$1,259.76
FASTENAL CO	GOODS	\$149.80
GATEWAY SUPPLY LTD	SUPPLIES	\$447.28
GENESIS VNA & HOSPICE	SERVICES	\$158,178.57
HILLCREST FAMILY SERVICES	SERVICES	\$3,542.37
ILLOWA CULVERT & SUPPLY CO	GOODS	\$5,013.60
IMAGETREND INC	INTERFACE	\$1,912.28
IOWA AMERICAN WATER CO	SERVICE	\$888.04
IOWA WORKFORCE DEVELOPMENT	UNEMPLOYMENT	\$4,427.03
ITSAVVY LLC	EQUIPMENT	\$965.00
J & L ENTERPRISES	SNOW REMOVAL	\$4,770.00
JOHNSON, COUNTY OF, SHERIFF	TRANSPORTATION	\$38.55
KELTEK INCORPORATED	VEHICLE UPGRADE	\$4,273.96
KENDRICK GENERAL PEST CONTROL	SERVICES	\$175.00
KIRBY BOTTLED WATER LLC	SERVICE	\$45.00
KNOCHE, LOREN	WELL PLUGGING	\$437.00
KRAUSE WELDING & REPAIR	REPAIR SERVICE	\$1,910.40
KUNAU IMPLEMENT CO INC	PARTS	\$134.36
KUPFER, JOSEPH M	MILEAGE REIMB	\$5.80
LARRY L DETTERMAN INC	PROJECT PAYMENT	\$10,000.00
ELECTRONICS INC	EQUIPMENT	\$133.00
LIGHTING MAINTENANCE INC	ANNUAL MAINT	\$3,717.70
LIVESAY, RODNEY	MEI SERVICES	\$140.08
LUTHERAN SERVICES IN IOWA INC	NEW PARENT PROGRAM	\$15,861.41
MADISON NATIONAL LIFE	PREMIUMS	\$384.86
MAIL SERVICES LLC	SERVICES	\$1,874.83
MALCOM, MARY E	MEI SERVICES	\$1,829.00
MANATT'S INC	GOODS	\$414.00
MAQUOKETA LUMBER CO	MATERIALS	\$59.96
MAQUOKETA VALLEY ELECTRIC COOP	SERVICE	\$830.60
MASTERCARD	APR PAYMENT	\$1,269.71
MCI COMMUNICATIONS SERVICES	SERVICE	\$65.60
MEDIACOM COMMUNICATIONS CORP	SERVICE	\$365.88
MENARD INC	MATERIALS	\$1,413.57
MEYERMANN, SCOTT A	MILEAGE REIMB	\$274.34
MICROAGE	PARTS	\$214.66
MIDAMERICAN ENERGY COMPANY	SERVICE	\$1,140.23
MIDWEST CARD & ID SOLUTIONS LLC	APP RENEWAL	\$1,500.00
MUNCK, MICHELLE R	TRANSCRIPTS	\$41.50
NAYLOR SEED CO	SUPPLIES	\$139.84
NORTHWEST MECHANICAL	SERVICE CALL	\$402.00
OSARO, ODUAH DANIEL MD	STIPEND	\$500.00
P A T C	SERVICES	\$162.00
PATHWAY LIVING CENTER INC	SERVICES	\$1,114.06
PILLERS AND RICHMOND	SERVICES	\$202.50
PINNEY PRINTING COMPANY	SUPPLIES	\$649.73
POLK COUNTY SHERIFF	SHERIFF SERVICES	\$32.30
PRAIRIE VIEW MANAGEMENT INC	SERVICES	\$4,424.69
PRAXAIR DISTRIBUTION INC	RENTAL	\$30.72
PRICE, SHELLY J	MEI SERVICES	\$126.42
PUTZ, BRITTANY A	TRANSCRIPTS	\$41.50
QUALITY CLEANING EQUIPMENT	SERVICES	\$258.30
QUALITY CONCRETE CO INC	GOODS	\$220.00
QUILL CORPORATION	SUPPLIES	\$134.33
R H A SERVICE INC	EQUIPMENT LEASE	\$160.00
RACOM CORPORATION	SERVICES	\$1,825.79
RAY O'HERRON CO INC	UNIFORM ACCESSORIES	\$1,030.59
RENAISSANCE RESTORATION INC	PROJECT DEPOSIT	\$5,918.74
RK DIXON	COPIER MAINT	\$116.90
SCOTT COUNTY TREASURER	ME SERVICES	\$260.00
SCULPTOR FINANCIAL LLP	TAX SALE REVERSAL	\$1,131.25
SERVICEMASTER BY BLAZE	SERVICES	\$1,025.00
SHI INTERNATIONAL CORP	PARTS	\$21.00
SHIVE-HATTERY INC	SERVICES	\$3,852.28
SHRED-IT USA LLC	SERVICE	\$712.79
SKYLINE CENTER INC	SERVICES	\$7,027.77
SMITH, STEVEN	REPLACEMENT CHECK	\$30.50
SNELL ZORNIG FUNERAL HOME	BURIAL ASSISTANCE	\$1,000.00
STANKEE, CHRISTY	MEI SERVICES	\$109.54
STATE CHEMICAL SOLUTIONS	SUPPLIES	\$2,286.08
STEINES, JESSICA C	EXPENSE REIMB	\$30.00
TALLGRASS BUSINESS RESOURCES	SUPPLIES	\$431.85
THE GARAGE INC	VEHICLE MAINT	\$40.41
THE MASTER'S TOUCH LLC	SERVICES	\$631.42
THEISEN'S OF DE WITT INC	GOODS	\$34.96
TIESMAN, BRIAN	EXPENSE REIMB	\$132.54
TIRES N' MORE	GOODS	\$1,594.74
TRI CITY ELECTRIC CO OF IOWA	LICENSING/EQUIPMENT	\$2,809.00
UNIFORM DEN INC	UNIFORMS	\$138.30

VAN LANCKER, JACKSON	MILEAGE REIMB	\$4.64
VANGUARD APPRAISALS INC	SERVICE	\$225.00
VERIZON WIRELESS	SERVICE	\$1,745.11
VODA, KIMBERLY D	EXPENSE REIMB	\$67.40
WAL-MART STORES INC	SUPPLIES	\$37.80
WELLS FARGO FINANCIAL LEASING INC	COPIER LEASE	\$262.88
WENDLING QUARRIES INC	GOODS	\$140,519.64
WILKERSON, STEVEN M	MILEAGE REIMB	\$364.82
WIMACTEL INC	PAY PHONE	\$61.00
WINDSTREAM IOWA COMMUNICATIONS INC	SERVICE	\$259.61
WINTER TAXIDERMY	SERVICES	\$300.00
WOLF, MICHAEL L	EXPENSE REIMB	\$270.00
XEROX FINANCIAL SERVICES LLC	COPIER LEASE	\$127.06
YOERGER AUTOMOTIVE & EXHAUST	VEHICLE MAINT	\$80.00
YWCA CLINTON CHILDRENS CTR	CHILD CARE	\$4,982.00
ZUERCHER TECHNOLOGIES LLC	ANNUAL MAINT	\$62,195.38
	Grand Total:	\$681,615.65

Fund	Expense Amount
0001 GENERAL BASIC	\$340,346.63
0002 GENERAL SUPPLEMENTAL	\$37,292.13
0010 MH-DD SERVICES FUND	\$25,083.31
0020 SECONDARY ROADS	\$162,503.28
0023 REAP	\$73.46
0030 COUNTY CONSERVATION LAND ACQUIST	\$1,000.00
4000 EMERGENCY MANAGEMENT SERVICES	\$26,855.62
4010 E911	\$35,163.17
4100 COUNTY ASSESSOR	\$988.96
5120 SCHOOL READY	\$29,702.72
5121 EARLY CHILDHOOD IOWA	\$16,959.92
7300 REFUND CLEARING	\$3,775.75
8000 ENTERPRISE FUND - ROCK CREEK	\$1,485.84
8500 CLINTON COUNTY BENEFIT TRUST	\$384.86
Grand Total:	\$681,615.65

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes.

Motion carried.

I, Eric Van Lancker, Clinton County Auditor, do hereby certify this to be a complete and accurate list of all claims presented to the Clinton County Board of Supervisors on this date. Signed: Eric Van Lancker, Clinton County Auditor

The Board of Supervisors adjourned to meet on Monday, May 11, 2020.

Eric Van Lancker, County Auditor

Daniel A. Srp, Chairperson

-APPROVED-

County Auditor

Chairperson