NOVEMBER 4, 2019

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

CONSENT AGENDA

Resolution #2019-283 through #2019-285 were approved on the Consent Agenda:

RESOLUTION #2019-283

WHEREAS, the Clinton County Communications Director has accepted the retirement of Sara LeeAnn Birdsley after over 30 years of service, as a full-time Telecommunicator; now

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 to Sara LeeAnn Birdsley, after accrued benefits are paid effective after her last day of employment on October 31, 2019.

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

Daniel A. Srp, Chairperson

RESOLUTION #2019-284

WHEREAS, the Clinton County Attorney plans to continue to employ William O'Brien – University of Iowa Law Student certified to practice as an intern -- as a part-time intern at \$15 per hour on an as-needed basis up to one time per week (Magistrate Court) through April 2020; now

THEREFORE BE IT RESOLVED that the County Attorney's Office shall continue to employ William O'Brien for up to 8 hours per week, at \$15.00 per hour through April 30, 2020; and

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue biweekly pay warrants on the General Basic Fund without further action of this Board.

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

Daniel A. Srp, Chairperson

RESOLUTION #2019-285

WHEREAS, Donna F. Otten has petitioned for a property tax suspension under provision of Code of Iowa, Section 427.8, on the following described property: 1215 8th Ave. N, Clinton, IA Parcel: #80-28600000

WHEREAS, the eligibility for said suspension has been verified by Kim Ralston, CAP Director.

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 Treasurer 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 2018 Assessment Year and all prior years and it is the responsibility of the petitioning taxpayer to reapply for further tax suspension.

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

Daniel A. Srp, Chairperson

RESOLUTIONS

The following resolution was presented and on motion approved:

RESOLUTION #2019-286

WHEREAS, the collection of waterborne commerce statistics pertaining to rivers, harbors, and waterways and the compilation and publication of such data by the U.S. Army Corps of Engineers are required by federal law; and

WHEREAS, creation of the statistical boundaries of the Mississippi River Port of Eastern Iowa and Western Illinois would more accurately reflect the local waterborne commerce activity and increase tonnage recorded by the Waterborne Commerce Statistics Center of the U.S. Army Corps of Engineers Navigation and Civil Works Decision Support Center, ranking the Port among the inland ports in the United States further supporting local economic development; and

WHEREAS, the proposed creation of the statistical boundaries will provide the opportunity for marketing and in investment opportunities which could lead to job creation and economic growth for Clinton County; now

THEREFORE BE IT RESOLVED that Clinton County, Board of Supervisors supports the port boundary creation of the Mississippi River Port of Eastern Iowa and Western Illinois between Mississippi River mile 461.5 and river mile 583.0 to include the riverfront of Clinton County from river mile 506.8 to river mile 532.7 on the Mississippi River and said support extends for statistical purposes only and not to any waterways organization or further control of the Mississippi River nor does the port designation impact any existing or future public port, terminal, or economic development authorities.

Roll Call: Irwin: Yes; Determann: Yes; Srp: Yes. Daniel A. Srp, Chairperson

<u>UNFINISHED BUSINESS</u>

GENERAL PUBLIC

Robert Betsinger, Clinton, said three iron light polls were moved from the Courthouse campus when the new jail was built. He wanted to know if they would be put back. Chairman Srp said the plan is to place them back on the property. Betsinger said those were placed around downtown several years ago. He provided copies of the history of those lights.

DEPARTMENT HEADS, ELECTED OFFICIALS AND EMPLOYEES

County Auditor Eric Van Lancker reminded the Board that next Monday is Veterans Day and County offices are closed. He said the Board's next scheduled meeting will be on November 13 and that will start at 9 a.m. with the canvass of votes from the November 5 City/School Election.

Supervisor Irwin said the Pioneer Cemetery Commission met Thursday evening and the commission plans to refurbish a cemetery that is expected to cost \$49,000. He told them to expect that amount to be spread over two years. Srp said that commission is familiar with that process.

County Facilities Director Corey Johnson said remediation has started on the houses and gas station across the street from the Law Center and should be done by the end of the week. He said demolition can start after that. He said grade points are being set now for the parking lot and sidewalk. He said the tile work around the Courthouse is continuing. Johnson said the old jail building is 100% down and the parking lot and old jail are being hauled out now. Johnson said they will do what they can to get the parking lot poured before the weather turns too cold.

DISCUSSION WITH POSSIBLE ACTION

Courthouse cell phone usage: County Sheriff Rick Lincoln reported an individual has been using a cell phone and a video recorder to record inside the Courthouse and that public is reporting to the Sheriff's Office that it is disturbing them and making them feel uncomfortable. He spoke with County Attorney Mike Wolf who drafted a resolution to prohibit certain electronic devices from the Courthouse/Law Center. Wolf said there are sensitive issues discussed between families and lawyers in the halls of the building and those conversations should not be recorded. Wolf is also concerned with jurors who may walk in the hallways and that would compromise the integrity of the process. He said there are also safety issues as well. Wolf said the public are trying to flee from people recording them. Wolf wanted to follow closely the process that Scott County has implemented. He said the proposal has been shared with the judges who serve in the County Courthouse. He said the policy was also reviewed by the departments that operate in the buildings. Wolf reviewed a proposed resolution that would limit the use of cell phone usage in the Clinton County Law Center and Courthouse. Irwin said the bus driver should alert passengers that cell phones are not allowed in the buildings. Supervisor Determann said he's really not for this, but if it needs to be done then the public needs to be properly alerted. Irwin said it's upsetting that this policy is driven by one person, but understands why it is necessary. Lincoln said his staff has spent a lot of time dealing with this and dealing with a lot of abuse. Wolf said it will be inconvenient but will provide privacy and security. Determann asked for an extra week to get public input. Wolf said he wants it done now unless the supervisor wants to come to the Courthouse and deal with it himself. Srp said this has been circulated quite a bit and it can be reviewed as other situations arise. Determann said it seems like too much to deal with due to one person. Lincoln said he agrees, but this is the best solution to this situation. Wolf said this is how and why other Courthouses have developed these processes.

The following resolution was presented and on motion approved:

RESOLUTION #2019-287

WHEREAS, the Clinton County Board of Supervisors considers it in the interest of safety and security for all who enter and share the Clinton County Courthouse/ Law Center complex ("Complex") to prohibit the possession and/or use of electronic and/or digital communications devices within the Complex; and

WHEREAS, for purposes of this Resolution "electronic or digital communications devices" include, but are not limited to, any device that can be used for voice communication, text communication, e-mail, internet access, sound recording or taking of any photographic or video images; now

THEREFORE BE IT RESOLVED any person who is in possession of such electronic or digital communications devices ("device") shall return that device to his/her vehicle or other nonpublic place outside the Complex, or the device must be secured in a locker, if available, at the designated security entry of the Complex; and

BE IT FURTHER RESOLVED this Resolution is effective immediately; superceding any prior conflicting county policies or resolutions; and

BE IT FURTHER RESOLVED any peace officer or bailiff designated by the Sheriff shall have authority to enforce this resolution; and

BE IT FURTHER RESOLVED the following are authorized exceptions:

- 1. Employees and elected officials of the State of Iowa or Clinton County, subject to any approved work rules or policies limiting the use of such devices by employees during work hours.
- 2. Attorneys admitted to the Bar in the State of Iowa or Illinois, including attorneys admitted pro hac vice. However, such equipment shall not be used at any time in a courtroom unless permitted by the presiding judge, and will not be allowed if the attorney is present for jury service.
- 3. Iowa law enforcement personnel present for court business.
- 4. Members of the media present to attend a court proceeding for which an Expanded Media Coverage order has been entered.
- 5. Persons who are present only for the purpose of attending a ceremonial proceeding such as an adoption, wedding or judicial investiture.
- 6. Persons providing services to the Judicial Branch on a scheduled basis, such as mediators, domestic violence advocates, Department of Human Services employees, or other specifically authorized persons who may work for a government agency, community agency or not-for-profit organization.
- 7. Persons who are present in the Complex in connection with facility repair, upkeep or expansion, and which may include architects, contractors, bidders, or prospective bidders, who are authorized by Clinton County employees.
- 8. Persons who attend scheduled meetings with the Clinton County Sheriff's office, Clinton County Attorney's Office, Clinton County Emergency Management, and/or Clinton County Communications who are accompanied by Clinton County employees.

Roll Call: Irwin: Yes; Determann: No; Srp: Yes.

Daniel A. Srp, Chairperson

County Open Records Request Policy: County HR Director Dawn Aldridge reviewed the proposed policy and said it was recommended that the County adopt a policy to address open records requests. She said the Board needs to decide who the filing agent for the requests will be. She said in County's that responsibility is typically in the Attorney or Auditor office.

The following resolution was presented and on motion approved:

RESOLUTION #2019-288

WHEREAS, it is in the best interest of Clinton County to establish and review policies from time to time; and WHEREAS, the Clinton County Human Resources Department has recommended the addition of the Clinton County Open Records Request Policy; now

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors that the Clinton County Policy on Open Records Requests be filed in the County Human Resources Department be and is hereby adopted with said recommended changes effective this date;

BE IT FURTHER RESOLVED that this policy be distributed by the County Human Resources Department to all County employees and a copy of the policy and request form be placed on the Clinton County Website for the viewing and access of the public.

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

Daniel A. Srp, Chairperson

County Treasurer retirement: Chairman Srp reviewed the steps that will be taken to fill the vacancy left after the treasurer leaves her post at the end of March in 2020. He asked Van Lancker to review how the Code of Iowa prescribes filling a vacancy for this situation. Srp wanted the public to know there is a process to fill the vacancy and services from that office will continue. Srp said with a five-month leeway there isn't a reason to start addressing this too soon.

MOTION by Supervisor Determann to receive and place on file the retirement letter from the County Treasurer dated October 28.

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

Motion carried.

Mental Health Region update: Supervisor Irwin reported he received an email on Friday that Muscatine County was going to vote this morning on leaving the Eastern Iowa Mental Health Region. Irwin said the region will survive without Muscatine County despite the fact they have been an integral part of the region. He said Cedar County does use some Muscatine County services so that will need to be worked out with those counties. He said all Boards of Supervisors in the Region are invited to attend a meeting on December 3 in DeWitt to receive an update. He is joining Region Director Lori Elam in Des Moines to meet with some legislators about the region's issues. Irwin asked several questions of Elam and the fiscal agent, but has not yet received any responses. Srp said a lot of concerns Muscatine County had were similar to Clinton County and wondered if the County should explore other options. Irwin said he did speak with another Supervisor in the neighboring region. He said he wasn't comfortable pushing the decision up to November 15 which is the date a County needs to leave this region. He said that seemed like too quick of a decision while some questions still have not been answered. Van Lancker said he also spoke with other Auditors

in the neighboring region and agreed with Irwin's assessment. Irwin said the region 28E has still not been discussed. He guessed it may come up again in December. Irwin reported he received word during this discussion that Muscatine County voted to leave the region. However, Muscatine County is still in the region through the fiscal year.

Possible bond for capital projects: Van Lancker reviewed the projects for which the bonds could be used and reviewed the scheduled payment options. County Budget Director Lynn Kirchhoff reviewed the status of the debt service levy and the impact the proposed payment schedules would have on that levy. Kirchhoff said the debt service levy is expected to drop almost 30 cents in the next fiscal year and the proposed bonding would require near 15 cents of debt service. Van Lancker will work with the bond consultants to begin the process of bonding for the projects. It will be reviewed again at the next meeting.

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

payment thereof.		
Vendor	Payable Description	Payment Amount
ADAIR 0078 LLC	TAX CERTIFICATE REDEMPTION	\$2,043.00
ADVANCED BUSINESS SYSTEMS INC	SUPPLIES	\$214.20
ALLIANT ENERGY / INTERSTATE LIGHT/POWER CO ALTORFER INC	SERVICE INSPECTION	\$11,584.25 \$9,263.31
BALDWIN NASHVILLE TELEPHONE CO	SERVICE	\$9,263.31 \$92.98
BELLEVUE COMM SCHOOL DIST, LITTLE STARS PRESCHOOL	PRESCHOOL SCHOLARSHIPS	\$400.00
BERENS-TATE CONSULTING GROUP	SERVICES	\$3,000.00
BOSS INC	FURNITURE	\$4,204.49
BRIDGEVIEW COMH CENTER	SERVICES	\$21,628.48
CARDINAL PRESCHOOL, MAQUOKETA COMM SCHOOLS	PRESCHOOL SCHOLARSHIPS	\$1,100.00
CDW GOVERNMENT LLC	EQUIPMENT	\$1,766.60
CENTER GROVE CEMETERY ASSOC	SERVICEMEN'S GRAVE CARE	\$710.00
CENTURYLINK	SERVICE	\$1,154.83
CHARLOTTE PLUMBING HEATING & AIR INC	RENT ASSISTANCE	\$275.00
CHARM-TEX INC	SUPPLIES	\$169.30
CINTAS CORPORATION LOC 23M	GOODS	\$167.48
CINTAS DOCUMENT MANAGEMENT	GOODS	\$201.08
CLARK, KIM M	CAMP HOST 2019	\$500.00
CLINTON COUNTY AGRICULTURAL EXTENSION	REGISTRATION	\$70.00
CLINTON PRINTING CO INC	SUPPLIES	\$2,316.33
CLINTON, CITY OF	SALARY REIMB	\$3,698.05
COAST TO COAST COMPUTER PRODUCTS INC	SUPPLIES	\$92.99
COMELEC SERVICES INC	REPAIR SERVICE	\$96.50
COMMUNITY ACTION OF EASTERN IA	QRS	\$4,160.88
COMPLETE BUILDING SERVICES INC	SERVICES	\$1,400.00
CORNERSTONE WELLNESS CENTER	SERVICES	\$447.34
CULLIGAN WATER TECHNOLOGY	SERVICE	\$113.14
CULLIGAN WATER TECHNOLOGY	SERVICE	\$290.09
DABO LLC	RENT	\$9,981.02
DEBOER, MARCIA R	MILEAGE/MEAL REIMB MEI SERVICES	\$282.94
DEERING, ANDREA DELWOOD COMMUNITY PRESCHOOL	PRESCHOOL SCHOLARSHIPS	\$209.28 \$200.00
DETERMANN ASPHALT PAVING LLC	GOODS	\$9,050.85
DOHRMANN PLUMBING	REPAIR SERVICE	\$1,676.66
DOWNTOWN AUTO CLINIC	VEHICLE MAINT	\$43.16
EASTERN IOWA LIGHT & POWER	SERVICE	\$494.90
EASTERN IOWA OVERHEAD DOOR	REPAIR SERVICE	\$275.00
EASTERN IOWA PETRO	FUEL	\$1,939.14
EASTERN IOWA PROPANE LTD	FUEL	\$693.25
EASTERN IOWA TIRE INC	VEHICLE MAINT	\$997.30
EVERYSTEP	ISMILE	\$3,377.24
FARRO'S LEAD FARM LLC	SUPPLIES	\$154.00
FRARY LUMBER	MATERIALS	\$16,382.00
FRENCH-RENEKER-ASSOCIATES INC	SERVICES	\$2,925.00
GARCIA CLINICAL LABORATORY INC	SERVICES	\$45.00
GASSER TRUE VALUE	PARTS	\$81.25
GAUDET, EDWARD J	TRAVEL EXPENSE REIMB	\$906.43
GENESIS HEALTH SYSTEM	SERVICES	\$80.00
GENESIS VNA & HOSPICE	SERVICES	\$46,489.21
GOLLON BAIT & FISH FARM INC	SUPPLIES	\$142.00
GRAND MOUND COOPERATIVE TELEPHONE ASSOC	SERVICE	\$232.49
GREENWOOD CLEANING SYSTEMS INC	SUPPLIES	\$554.58
GUARDIAN RFID	PARTS	\$85.14
HAMILTON, ASHLEY R	MEAL REIMB	\$14.84
HARRY'S FARM TIRE INC	SERVICES	\$49.50
HARTZ LOCK CO	REPAIR SERVICE	\$1,729.00
HCM WINDOW TINTING	INSTALLATION	\$2,800.00
HERCULES MACHINERY CORPORATION	GOODS	\$87.21
ILLOWA CULVERT & SUPPLY CO	GOODS	\$6,710.00
IMAGINE THE POSSIBILITIES INC	SERVICES	\$546.56
INTERNATIONAL ACADEMIES OF EMERGENCY DISPATCH	RECERTIFICATION	\$50.00 \$1.133.00
IOWA AMERICAN WATER CO	SERVICE	\$1,133.99
IOWA LAW ENFORCEMENT ACADEMY IOWA PRISON INDUSTRIES	REGISTRATION	\$525.00 \$182.16
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	·	LODGING	\$285.60
TRECHT ELECTRIC CO OF IOWA REPAIR SERVICE \$/5.00	•		
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U S POSTAL SERVICE - HASLER	METERED POSTAGE	\$10,000.00
ULINE INC	SUPPLIES	\$571.32
UNITED STATES POSTAL SERVICE, POSTMASTER	POSTAGE STAMPS	\$110.00
US CELLULAR	SERVICE	\$529.02
VANGUARD APPRAISALS INC	SERVICES	\$23,426.50
VAN'S TV SALES & SERVICE	REPAIR SERVICE	\$695.00
VERIZON WIRELESS	SERVICE	\$1,770.03
VIP'S VIEW MINNESOTA-GROUP GUIDE	ADVERTISING	\$100.00
WAL-MART STORES INC	OCT PAYMENT	\$454.40
WEBER PAPER COMPANY	SUPPLIES	\$494.85
WELLS FARGO FINANCIAL LEASING INC	COPIER LEASE	\$1,092.27
WENDLING QUARRIES INC	GOODS	\$472,305.16
WILLIAMS, AMY	SERVICES	\$395.10
WINDSTREAM IOWA COMMUNICATIONS INC	SERVICE	\$212.01
WINTER TAXIDERMY	SERVICES	\$200.00
XEROX CORPORATION	COPIER LEASE	\$78.10
YOUNG SEPTIC TANK CLEANING SERVICE	SERVICES	\$50.00
YWCA CLINTON CHILDRENS CTR	CHILD CARE	\$11,113.38
YWCA, CLINTON CHILDRENS' CENTER	PRESCHOOL SCHOLARSHIPS	\$700.00
	Grand Total:	\$941,605.51
Fund	Expense Amount	=,
0001 GENERAL BASIC	\$130,608.75	
0002 GENERAL SUPPLEMENTAL	\$3,078.29	
0010 MH-DD SERVICES FUND	\$73,515.95	
0020 SECONDARY ROADS	\$592,172.56	
0023 REAP	\$16,758.96	
1500 CAPITAL PROJECTS FUND	\$42,538.00	
4000 EMERGENCY MANAGEMENT SERVICES	\$2,788.12	
4010 E911	\$1,857.42	
4100 COUNTY ASSESSOR	\$23,706.50	
5120 SCHOOL READY	\$32,208.45	
5121 EARLY CHILDHOOD IOWA	\$13,466.34	
7300 REFUND CLEARING	\$2,043.00	
8000 ENTERPRISE FUND - ROCK CREEK	\$6,479.62	
8500 CLINTON COUNTY BENEFIT TRUST	\$383.55	<u>-</u>
Grand Total:	\$941,605.51	
Roll Call: Irwin: Yes; Determann:	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 November 13, 2019.

Eric Van Lancker, County Auditor	-APPROVED-	Daniel A. Srp, Chairperson	
County Auditor		Chairperson	