

June 9th, 2020

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, June 9th, 2020, with Chairman Tom Broeker, Vice-Chair Jim Cary and Member Bob Beck present. Due to the Coronavirus Pandemic declaration, this meeting was held electronically via Webex and YouTube live streaming. Public input was available through board email or call in.

Unless otherwise noted, all motions passed unanimously. The Pledge of Allegiance was conducted.

Meet with Department Heads: County Auditor Terri Johnson discussed how smooth the Primary Election went at SCC. She did not receive any complaints. IT Director Colin Gerst reported his office is busy. Maintenance Supervisor Rodney Bliesener reported his department is busy. He thanked SCC and Mediapolis City Hall for allowing the county to use their buildings as polling sites. And, he thanked Byron Whittlesey at SCC for all of his assistance. Bliesener stated the courthouse opening on Monday was very busy with 400 to 500 people entering and screened. He stated 80% most likely went to the Treasurer's Office. Everything went well and they had lots of signage posted. County Engineer Brian Carter reported the Gear Ave contractor poured concrete yesterday and will have one more pour in the next couple of weeks. Mediapolis Road bridges have beams set and starting to form decks. Iowa City Road is looking good and shoulder work will start later this week. The contractor hopes to have the road open by July 4th. Road crews have been ditching on South Gear. The paving on new Hwy 61 is moving along. Local Health Administrator Christa Poggemiller reported her department is busy. They received new guidance from the Iowa Department of Public health on COVID and continue to follow up on tracings. Poggemiller stated 400 masks were distributed yesterday during the first day of opening the courthouse and about a third brought their own masks. Broeker mentioned the employee COVID Policy will be reviewed. CDS Director Ken Hyndman reported the SEIL Region meeting is tomorrow via ZOOM. They are finalizing contract renewals. Sheriff Mike Johnstone reported all is good in his department and thanked the community for their support. Budget Director Cheryl McVey was present. County Treasurer Janelle Nalley-Londquist thanked the public for their patience on Monday. Via Webex: Conservation Director Chris Lee reported the Conservation Board met last week at the Nature Center and watched a presentation from SEIRPC. Summer Camp sign-ups are starting June 16th. Buildings are open but the Nature Center still requires an appointment. Big Hollow was full last weekend and kayak usage has increased. Assistant Land Use Administrator Jarred Lassiter stated business as usual. He discussed the state code change to the Land Use board members. Two members had to resign due to not living in the two-mile area so they will need to designate a new chair. Looking at revamping the boards since the Zoning Commission also reviews county subdivisions that lie within the entire county and not just in the two-mile area. Clerk of Court Jackie Myers reported the state provided a six-page guideline to meet prior to courts reopening. Myers and Judge Brown will be reviewing the checklist for each courtroom and she stated most of the issues have been addressed except for seating issues. Courts would like to open earlier than July 13th to start reducing the backlog of non-jury trials. It will be up to the judges to determine when trials start. County Attorney Lisa Schaefer stated there are not a lot of new items to report. Juvenile matters are still being done by phone.

COVID-19 update. The EOC continues to meet weekly and the curve is staying low.

Correspondence. Supervisor Cary received a call from a delivery man asking about additional signage on Lynx Road, a dead-end road due to a bridge closure. Engineer Carter stated this road has been closed for about 10-years but will investigate it.

Resolution and Final Plat for Oak Arbor Subdivision. This is one-lot containing 5.24 acres located in the City of Burlington and Union Twp., just south of Hunt Road. Owner/Subdivider is Oak Arbor Farms LLC c/o Peter Klees, 6997 Hunt Rd., Burlington. The owner will be applying to the City to have the portion of the parcel lying within the city limits de-annexed from the City. Assistant Land Use Administrator Jarred Lassiter spoke about the subdivision and recommends approval. Beck motioned to approve and seconded by Cary.

**DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2020-027**

WHEREAS Section 354.8 of the Code of Iowa states that a governing body shall certify by resolution the approval of a subdivision plat, and,

WHEREAS the Final Plat for Oak Arbor Farm Subdivision has been reviewed for conformance to applicable County standards by the Des Moines County Health Department, Secondary Roads Department, County Auditor,

Zoning Commission Chair and Land Use Department and has been duly recommended by the aforementioned entities for approval,

NOW THEREFORE, BE IT RESOLVED: That the Board of Supervisors hereby approves the Final Plat of Oak Arbor Farm Subdivision.

Approved and adopted this 9th day of June, 2020.

DES MOINES COUNTY BOARD OF SUPERVISORS

Tom L. Broeker, Chair
Jim Cary, Vice Chair
Robert W. Beck, Member

ATTEST: Terri Johnson, County Auditor

Resolution for Inter-Fund Transfer FY2020/2021 for Secondary Roads was presented. Cary motioned to approve and seconded by Beck.

**RESOLUTION #2020-028
Inter-Fund Transfer
2020 / 2021**

WHEREAS: IT IS DESIRED TO AUTHORIZE the County Auditor to periodically transfer sums from the General Basic Fund and Rural Services Fund to the Secondary Road Fund during the 2020 / 2021 fiscal year, and;

WHEREAS: SAID TRANSFERS must be in accordance with Section 331.429, 2017 Code of Iowa. Now, therefore be it resolved by the Des Moines County Board of Supervisors as follows:

SECTION 1. THE TOTAL MAXIMUM TRANSFER from the General Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2020, shall not exceed \$293,479. And the total maximum transfer from the Rural Services Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2020, shall not exceed \$2,079,425.

SECTION 2. WITHIN FIVE (5) WORKING DAYS of being notified of the apportionment of current property taxes to the General Basic and Rural Services Funds, the County Auditor shall order a transfer from said funds to the Secondary Road Fund.

SECTION 3. NOTWITHSTANDING THE PROVISIONS of Section 2 of this resolution, total transfers to the Secondary Road Fund SHALL NOT EXCEED the amounts in Section 1.

SECTION 4. NOTWITHSTANDING THE PROVISIONS of Section 2, the amount of any transfer SHALL NOT EXCEED AVAILABLE FUND BALANCES in the transferring fund.

SECTION 5. THE COUNTY AUDITOR is directed to correct her books when said operating transfers are made and to notify the Treasurer and the County Engineer of the amounts transferred.

The above and foregoing resolution is submitted to the Board of Supervisors by the County Auditor in accordance with Section 331.429, 2017 Code of Iowa on the 9th day of June 2020, the vote thereon being as follows:

Jim Cary moved for approval. Seconded by Bob Beck.

AYES:

NAYS:

Tom Broeker
Jim Cary

Bob Beck

ATTEST: Terri Johnson, County Auditor

Resolution to approve FY2020/2021 Appropriations was presented by Budget Director Cheryl McVey. Beck motioned to approve and seconded by Cary.

**Resolution 2020-029
Budget Appropriations 2020-21**

WHEREAS, in accordance with Section 331.434(6) of the Code of Iowa, the Board of Supervisors of Des Moines County, Iowa, is required to appropriate funds to operate all offices and departments of said county for Fiscal Year 2021.

THEREFORE BE IT RESOLVED, that the Board of Supervisors do hereby authorize the appropriations for Fiscal year 2021 as follows:

SECTION 1: The amounts itemized by department on the following Schedule A are hereby appropriated from resources of each fund so itemized.

SECTION 2: Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations from the itemized fund, effective July 1, 2020.

SECTION 3: In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amount appropriated pursuant to this resolution.

SECTION 4: If at any time during the budget year the Auditor shall ascertain that the available resources of a fund for that year will be less than said funds total appropriations, she shall immediately so inform the Board and recommend appropriate corrective action.

SECTION 5: The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate on a report the status of such accounts to the applicable department monthly during the budget year.

SECTION 6: All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2021.

SCHEDULE A

DEPT #	DEPARTMENT	BUDGET 2020-2021
01	Board of Supervisors	142,786
02	Auditor & Elections	630,105
03	Treasurer	826,919
04	Attorney	1,443,471
05	Sheriff	3,263,882
06	Clerk of Court	414,966
07	Recorder	343,117
08	Pioneer Cemetery Commission	28,000
11	Solid Waste	138,725
12	Road Clearing	32,000
13	Drug Seizure Program	5,000
14	Land Use Development	57,000
20	Secondary Roads	9,826,549
21	Veterans Affairs	82,618
22	Conservation	991,958

23	Local Health	1,252,789
25	Human Services/Social Services	296,197
28	Medical Examiner	134,500
29	Jail	3,090,784
33	G.I.S.	221,127
50	E911	314,500
51	Courthouse Maintenance	1,029,311
52	Information Technology	731,697
60	MH/DS & Case Management	1,817,452
63	Fairgrounds	65,000
69	County Assessor	540,039
70	Emergency Management	\$375,703
71	DesCom	1,089,537
90	SEIL	5,934,447
99	Non-Departmental	11,338,675
	TOTAL	\$46,458,854

The above and foregoing resolution was adopted by the Board of Supervisors of Des Moines County, Iowa, on June 9, 2020, the vote thereon being as follows:

AYES:

Tom Broeker
Jim Cary
Bob Beck

NAYS:

Balancing Appropriations to Budget

Appropriations	46,458,854
Less: Assessor	540,039
Less: E-911	314,500
Less: Em. Mgmt.	375,703
Plus: County Em. Mgmt.	109,455
Plus: Hazmat	48,000
Less: DesCom	1,089,537
Less: SEIL	5,934,447
Total County Appropriations	38,362,083

Cost Advisory Services, Inc. 3-yr contract for FY2020 thru 2022 was presented. The annual cost is \$6,100 per year. CASI provides cost allocation services. The completed cost allocation plan provides guidance to local representatives of DHS in making quarterly Local Administrative Expense (LAE) claims for eligible indirect costs incurred by the County. Beck motioned to approve and seconded by Cary.

Howard E. Nyhart provides actuarial services of data collection and analysis, preparation of a comprehensive annual report / actuarial valuation and disclosures as required by GASB 75. The Service Agreement presented is for FYE 2020 Full GASB 75 report at \$4,200 and FYE 2021 Interim GASB 75 report at \$2,600. Cary motioned to approve and seconded by Beck.

Systems of Care Mental Health Wrap-Around Contract 3.17-DCAT4-21-012 was presented for the Jefferson/Keokuk/Van Buren/Washington Decategorization Board. This is a SEIL contract and must be approved by Des Moines County as the Fiscal Agent. Cary motioned to approve and seconded by Beck.

Personnel Actions:

Engineer's Office – Eric Marshall, Seasonal Worker. New hire, new rate \$11 hr., effective 5/26. Beck motioned to approve and seconded by Cary.

Local Health – Maya Rashid, CNA. New hire FT Temporary at \$13.17 hr., effective 6/5 thru 8/14. Beck motioned to approve and seconded by Cary.

Sheriff's Office – Jennifer Hartman, Part-Time Clerk. 36-month step increase. New rate \$16.94 hr., effective 7/5. Cary motioned to approve and seconded by Beck.

Report received and filed in the Auditor's Office: Veterans Affairs, May 2020

Beck motioned to approve the June 2nd, 2020 meeting minutes and seconded by Cary.

Canvass of 2020 Primary Election was conducted. The Auditor presented the canvass. Beck motioned to approve the 2020 Primary election canvass and seconded by Cary. The County Offices and political party with nominations are as follows:

Board of Supervisors:	Republican – Nina Covert Democratic – Jim Cary and Bob Beck
County Auditor:	Republican – No Candidate Democratic – Terri Johnson
County Sheriff:	Republican – George Rinker Democratic – Kevin Glendening

Other Business. COVID Screenings to enter the courthouse will continue next week at the basement handicap entry. Engineer Carter stated the Upper Flint Bottom Road paving will start in two to three weeks. They will have a pre-construction meeting tomorrow. It will most likely be closed one month. The Board discussed a need to review the ATV/UTV Ordinance this summer when convenient with sheriff.

Committee reports. Beck attended the Conservation meeting at the Nature Center. Broeker via ZOOM attended the Crisis Intervention Training (CIT) meeting. An upcoming training session will be held in Burlington.

During Public Input - Auditor Johnson stated the Post-Election Audit Board will meet on June 10th at 9:00 AM to audit the Precinct 5 ballots cast at SCC on election day. IT Director Gerst asked Local Health if anyone was turned away from entering the courthouse during the screening process due to a temperature. Poggemiller stated no one was turned away.

Meeting was adjourned at 9:58 AM.

This Board meeting is recorded and kept on file for two years. The meeting minutes and audio are posted on the county's website www.dmcounty.com

Approved June 16th, 2020
Tom Broeker, Chairman
Attest: Terri Johnson, Auditor