

Muscatine County Board of Supervisors  
Monday, October 2, 2017

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Howard, Mather, Sorensen, and Sauer present. Bonebrake was absent. Chairperson Sorensen presiding.

On a motion by Howard, second by Sauer, the agenda was approved as amended to remove item 10(b). Ayes: All.

Muscatine County Clerk of Court Jeff Tollenaer and District Court Administrator Kathy Gaylord updated the Board on office changes in the Courthouse. Tollenaer informed the Board he is consolidating the clerk's office onto one floor. Tollenaer stated he originally had 12 staff, but has been reduced to 9. Tollenaer stated it is difficult to continue to staff two offices so he is moving the second floor office down to the first floor office. Tollenaer stated two positions vacated through retirement will not be filled. Tollenaer stated he will no longer need the middle room, former Board of Supervisor room, so it could be used for an attorney/client conference room or the Medical Examiner's Office. Tollenaer stated he plans to use the second floor clerk's office for mental health commitments and mandatory family mediations. Sorensen stated the medical examiner office is not used full time and could possibly be shared for use as an attorney/client conference room. In response to a question from Sauer, Tollenaer stated that in 2009 there were 8 employees housed on the first floor, so he should be able to fit 9 employees now. Howard stated the layout of the Courthouse should be reviewed to see if adjustments could be made to better utilize space. District Court Administrator Kathy Gaylord stated there is a trend to establish multi-purpose rooms that can be used, possibly even reserved, for many different County and State purposes.

On a motion by Mather, second by Sauer, the Board approved an ordinance rezoning approximately two acres of property located in Fruitland Township from I-2 Heavy Industrial District to R-1 Residential District on the second of three readings. Roll call vote: Ayes: All.

On a motion by Sauer, second by Mather, minutes of the September 25, 2017 regular meeting were approved as written. Ayes: All.

No correspondence was noted.

Committee Reports:

Sorensen and Howard attended a Bi-State Regional meeting September 27<sup>th</sup>.

Sorensen attended a West Liberty Economic Area Development meeting September 28<sup>th</sup>.

County Engineer Keith White updated the Board on Secondary Road projects.

Discussion was held regarding a revised unknown owner parcel policy developed via collaborative input from the Auditor's Office, Assessor's Office, Treasurer's Office, Administration Office and reviewed by the County Attorney. Zoning Administrator Eric Furnas expressed concern there could be confusion about land use of the acquired land. Mather stated the language under paragraph 8 should be stronger to include that the interested party should

retain independent legal counsel to help determine the permitted uses for the property. Mather also stated there should also be a disclaimer that nothing in this policy should be construed as legal advice. On a motion by Mather, second by Howard, the Board tabled a revised policy regarding acquisition of unknown owner parcels in Muscatine County pending revisions to address concerns of Zoning Administrator Eric Furnas and Supervisor Mather. Ayes: All.

On a motion by Howard, second by Mather, the Board approved a revised title of the Accountant/HR Assistant class specification in the Administration Office to Accountant/Benefits Coordinator. Ayes: All.

Discussion was held regarding an appointment to the Lower Cedar Watershed Management Authority. Chairperson Sorensen stated a board member may be needed initially for political wrangling, but the Zoning Administrator Eric Furnas, County Engineer Keith White or Conservation Director Curt Weiss would have more technical expertise. Administrative Services Director Nancy Schreiber stated a board member could be appointed for the political wrangling, but then change the appointment to an employee with more expertise later. Mather stated he would like to appoint Sorensen in the beginning, then transition the appointment to Zoning Administrator Eric Furnas. Sorensen stated he has no problem with being appointed, but he would include Furnas in the meetings from the beginning. On a motion by Howard, second by Mather, Chairperson Sorensen was appointed as Muscatine County's representative to the Lower Cedar Watershed Management Authority. Ayes: All.

On a motion by Mather, second by Sauer, the Board accepted the September 2017 payroll claims. Ayes: All.

Administrative Services Director Nancy Schreiber stated the term of Zoning Commissioner Emily Geertz expires November 7<sup>th</sup>, so she will be advertising for applications since she has served two full terms.

The meeting was adjourned at 10:07 A.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Jeff Sorensen, Chairperson  
Board of Supervisors