

Muscatine County Board of Supervisors
Monday, March 11, 2019

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

On a motion by Sorensen, second by Sauer, the agenda was approved as presented. Ayes: All.

On a motion by Sauer, second by Sorensen, claims dated March 11, 2019 were approved in the amount of \$596,159.82. Ayes: All.

A Public Hearing was called to order by Chairperson Mather at 9:00 A.M. on the proposed Fiscal Year 2019/20 Muscatine County Budget. No one spoke for or against the proposed budget. On a motion by Sorensen, second by Saucedo, the public hearing was closed at 9:01 A.M. Roll call vote: Ayes: All.

On a motion by Sorensen, second by Saucedo, the Board approved Resolution #03-11-19-01 Approving Fiscal Year 19/20 Elected Officials Salaries. Roll call vote: Ayes: All.

RESOLUTION #03-11-19-01
APPROVAL OF ELECTED OFFICIALS FISCAL YEAR 19/20 SALARIES

WHEREAS, the Muscatine County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907; and

WHEREAS, the Muscatine County Compensation Board met on February 27, 2019 and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2019:

<u>Elected Official</u>	<u>Current Salary</u>	<u>Proposed Increase</u>	<u>Recommended Salary</u>
Auditor	\$70,343	3.5%	\$72,805
County Attorney	\$131,147	3.5%	\$135,737
Recorder	\$70,343	3.5%	\$72,805
Sheriff	\$102,037	8.0%	\$110,200
Supervisors	\$27,356	3.0%	\$28,177
Treasurer	\$70,343	3.5%	\$72,805

THEREFORE, BE IT RESOLVED that the Muscatine County Board of Supervisors approves the following salary adjustments for the following elected officials for the fiscal year beginning July 1, 2019:

<u>Elected Official</u>	<u>Approved Salary</u>	<u>Approved Increase</u>
Auditor	\$72,805	3.5%
County Attorney	\$135,737	3.5%
Recorder	\$72,805	3.5%
Sheriff	\$110,200	8.0%
Supervisors	\$28,177*	3.0%
Treasurer	\$72,805	3.5%

Plus \$2,500 for Board Chair and \$1,500 for Vice-Chair.

APPROVED this 11th day of March, 2019.

ATTEST:

/s/Leslie A. Soule
Muscatine County Auditor

/s/Nathan Mather, Chairperson
Muscatine County Board of Supervisors

On a motion by Sorensen, second by Saucedo, the Board approved Resolution #03-11-19-02 Adopting the Fiscal Year 2019/20 County Budget. Roll call vote: Ayes: All.

**RESOLUTION #03-11-19-02
ADOPTING THE FISCAL YEAR 2019/20 COUNTY BUDGET**

WHEREAS, the Muscatine County Board of Supervisors conducted a public hearing on March 11, 2019, where citizens of Muscatine County were invited to comment on the Fiscal Year 2019/20 budget, as duly published according to Section 331.434(2) of the Code of Iowa; and

WHEREAS, the Muscatine County Board of Supervisors appreciates comments from the citizens and encourages all citizens to be informed and participate in county government.

NOW, THEREFORE, IT IS RESOLVED by the Muscatine County Board of Supervisors that the Fiscal Year 2019/20 County budget is adopted as per the Proposed County Budget Summary for Fiscal Year 2019/20.

PASSED and APPROVED this 11th day of March, 2019.

ATTEST:

/s/Leslie A. Soule
Muscatine County Auditor

/s/Nathan Mather, Chairperson
Muscatine County Board of Supervisors

Discussion was held with Jenna Wagner, Prevent Violence Coalition, regarding their request to place blue pinwheels and signs in the Muscatine County Courthouse flower planters, along the sidewalk at the Muscatine County Jail and in front of the Community Services Building for April's Child Abuse Prevention Awareness Month. On a motion by Sorensen, second by Sauer, the Board approved a request from Mississippi Valley Child Protection to place blue pinwheels and signs in the Muscatine County Courthouse flower planters, along the sidewalk at the

Muscatine County Jail and in front of the Community Services Building for April's Child Abuse Prevention Awareness Month. Ayes: All. Sorensen encouraged everyone to wear blue to heighten awareness on Friday, April 5, 2019.

Michael Nolan, Horizon Architecture, updated the Board on the Administration Building Elevator Project stating it is on track for completion by March 26th. Nolan updated the Board on the 3rd Floor Courtroom Renovation Project stating a change order was necessary to raise the ceiling from 12' to 13'6" in the small conference room due to existing conditions and to relocate the wall in the small conference room for aesthetics. On a motion by Sorensen, second by Saucedo, the Board approved CAR #2 – 3rd Floor Courtroom Renovation Project from Wolfe Contracting, Inc. in the amount of \$2,645.00. Ayes: All.

Discussion was held with Michael Nolan, Horizon Architecture, on a proposal to develop a program, site layout, design and construction drawings for the new Muscatine County General Services Maintenance and Search and Rescue Facility. Nolan stated the fee does not include Civil, Structural, Mechanical, Electrical and Plumbing engineering consultation which is additionally anticipated to cost approximately \$25,000. On a motion by Sorensen, second by Sauer, the Board accepted Service Order 19-001 Muscatine County Maintenance and Search and Rescue Facility proposal for a lump sum fee of \$40,000. Ayes: All.

Discussion was held with Michael Nolan, Horizon Architecture, on a proposal to develop a program, site layout, design and construction drawings for an Expansion to the Park Avenue Deputy's Quarters to include indoor parking for two deputies and some storage. Nolan stated the fee does not include Civil, Structural, Mechanical, Electrical and Plumbing engineering consultation which is additionally anticipated to cost approximately \$15,000. On a motion by Saucedo, second by Sorensen, the Board accepted Service Order 19-002 Muscatine County Deputy's Quarters (Park Avenue) Expansion proposal for a lump sum fee of \$21,000. Ayes: All.

Discussion was held with Michael Nolan, Horizon Architecture, on a proposal for design, documentation, bidding and construction administration services for various small projects throughout the duration of 2019. Nolan stated the projects were identified in the Facility Master Plan including security upgrades to the County Attorney's Office, water infiltration analysis and correction in the Administration Building and repairs to the Community Services building ramp as well as others that County General Services seek advice and guidance on for small in-house projects that require particular expertise. On a motion by Sorensen, second by Saucedo, the Board accepted Service Order 19-003 Small Projects proposal for time and materials, not to exceed \$15,000. Ayes: All.

The Board reviewed a variance granted by the Muscatine County Board of Adjustment on Friday, March 8, 2019. Case #19-03-01 is an application filed by Brian A. and Kristy R. Cox, Record Owners. This property is located in Sweetland Township, in the SW¼ of Sec. 10-T77N-R1W, Parcel A, 3143 180th Street, containing approximately 1.82 acres and is zoned A-1 Agricultural District. This request, if approved, would allow the Zoning Administrator to issue a Variance for the owners to place a 42' X 50' pole building in front of their existing home but it would be at least 50 feet back from the front lot line. On a motion by Sorensen, second by Sauer, the Board accepted the Variance. Ayes: All.

The Board reviewed a Special Use Permit approved by the Muscatine County Board of Adjustment on Friday, March 9, 2019. Case #19-03-02 is an application filed by Gary L. and Connie S. Mills, Record Owners and Gary and Julie Savona, Proposed Builders. This property is located in Pike Township in the SE¼ of Sec. 12-T77N-R4W, North of Hwy. 22, containing approximately 36.74 acres, and is zoned A-1 Agricultural District. This request, if approved, would allow the Zoning Administrator to issue a Special Use Permit in order for Gary and Julie Savona to build a rural residence on this property. The Board of Adjustment approved this request.

On a motion by Sauer, second by Sorensen, the Board approved a renewal application for a Class BB Beer (includes wine coolers), Sunday Sales and Outdoor Service Permit for the City of Muscatine, DBA Muscatine Municipal Golf Course, 1820 Hwy. 38, Muscatine, IA. Ayes: All.

On a motion by Sauer, second by Sorensen, minutes of the March 4, 2019 regular meeting were approved as written. Ayes: All.

Correspondence:

All Supervisors received an email regarding the use of slag on county roads.
Holliday reported a contact from Chuck Hermann regarding a water issue.

Committee Reports:

Mather attended a Seventh Judicial District meeting March 8th.
Mather attended a Muscatine Community Health Association meeting March 6th.
Sorensen attended an Emergency Management Commission meeting March 7th.
Sorensen attended an E911 Service Board meeting March 7th.
Saucedo attended a West Liberty Economic Area Development informal meeting
March 8th.

Mather and Sorensen attended a Muscatine County Farm Bureau meeting March 5th to provide an update on County issues.

Emergency Manager Brian Wright updated the Board on upcoming flooding concerns throughout Muscatine County. Wright stated people who live in flood prone areas should be aware and be prepared. County Engineer Keith White expressed his concerns regarding the impact of flooding on county roads as stretches of road are already under water.

County Engineer Keith White updated the Board on SF184 which would allow the Iowa Department of Transportation to issue permits for transporting 130,000 pounds of forestry product on county roads stating the bill still has strong support and its passage would be disastrous to county bridges. Saucedo stated he has been in communication with legislators regarding this matter expressing the County's concerns.

Discussion was held regarding a proposal to require all payroll issuances to be via direct deposit effective with the April 12, 2019 payroll. County Auditor Leslie Soule stated there are approximately 20 employees currently not on direct deposit. Soule stated payroll checks are

picked up by departments at the Auditor's Office on Thursday after 2:00 P.M. in order for them to be issued first thing Friday morning, but sometimes departments issue them Thursday afternoon which causes issues for the Treasurer when an employee receives and cashes a check early. Soule stated most recently with the March 1st payroll, an employee received and cashed a check February 28th which caused an even bigger issue for the Treasurer because it was cashed in a different month than it was issued. Soule stated routinely employees have not cashed their check, then say they cannot find them and want them reissued which also causes a problem for the Treasurer's Office when they are being reissued several months later. Soule stated many employers only issue payroll checks through direct deposit and she knows of no reason why an employee's payroll check should not be direct deposited. County Treasurer Amy Zybarth cited advantages to the employee for direct deposit include the money is the employee's account first thing on payday and is more secure. Zybarth stated the check cashed early last payroll meant the Treasurer's Office had to advance through March 1st to balance February which the State Auditors will question since you cannot clear just the one check, but all checks issued through March 1st. Zybarth stated employees have waited more than six months to cash a check and then if the check needs to be reissued, there are issues with what date is used when it is reissued. In response to a question from Mather, Administrative Services Director Nancy Schreiber stated the only union contract that would address this issue is the deputy contract and there is no language in that contract prohibiting us from doing direct deposit. Mather recommended the policy be reviewed by County Attorney Alan Ostergren before it goes into effect. Schreiber stated direct deposit addresses a lot of potential issues that the County has in terms of payroll processing. Schreiber stated ultimately those issues can end up as State Auditor comments so it provides us with some security in terms of proper accounting procedure. On a motion by Sorensen, second by Saucedo, payroll checks will be issued through direct deposit only effective with the April 12, 2019 payroll subject to approval by the County Attorney. Ayes: All.

The meeting was adjourned at 10:17 A.M.

ATTEST:

Leslie A. Soule, County Auditor

Nathan Mather, Chairperson
Board of Supervisors