

Muscatine County Board of Supervisors
Monday, March 28, 2022

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

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

On a motion by Sorensen, second by Holliday, the Board approved an agreement between the Iowa Department of Natural Resources and the Muscatine County Board of Health for the Inspection of Commercial Septic Tank Pumpers. Ayes: All.

On a motion by Sorensen, second by Saucedo, the Board approved Resolution #03-28-22-01 Granting Extension for Filing the Final Plat of G & M Subdivision. Roll Call Vote: Ayes: All.

RESOLUTION #03-28-22-01
RESOLUTION GRANTING EXTENSION FOR FILING THE FINAL PLAT OF
G & M SUBDIVISION

WHEREAS, the Muscatine County Board of Supervisors approved the preliminary and final plat of G and M Subdivision on December 13, 2021; and

WHEREAS, Article III, Section 1.7 of the Muscatine County Subdivision Ordinance requires recording of the final plat within 90 days of its approval; and

WHEREAS, owing to an additional period of time being needed to file the final plat.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Muscatine County Board of Supervisors:

1. That Mardell E. McConnaha is granted an additional 90 days to file the final plat and otherwise comply with the subdivision ordinance.

Passed and approved this 28th day of March, 2022.

ATTEST :

/s/Tibe Vander Linden
Muscatine County Auditor

/s/Scott Sauer, Chair
Muscatine County Board of Supervisors

Planning and Zoning Administrator Eric Furnas reviewed Change Order #38R for the Muscatine County Jail Booking Expansion Project stating the it is to repair lightning protection equipment. On a motion by Saucedo, second by Sorensen, the Board approved Change Order #38R for the Muscatine County Jail Booking Expansion Project with Swanson Construction in the amount of \$1,435.45. Ayes: All.

On a motion by Sorensen, second by Saucedo, the Board accepted a quote from Kelly Heating, Cooling & Plumbing, Inc. in the amount of \$7,458.33 to address accessibility of floor drain clean-outs at the Muscatine County Jail. Ayes: All.

Furnas stated the Muscatine County Jail is having issues with the garage doors opening and closing on their own in the sally port area. Furnas stated the Swanson Construction electrician was contacted and onsite to review the issue. Furnas stated Johnson Controls have conducted a diagnosis with error code messages being reviewed by their technology department. Furnas stated the garage door issues are not frequent but are unexpected and the issues need to be resolved before Johnson Controls is off site.

Discussion was held with County Engineer Keith White regarding the Muscatine County DOT FY 2023 Secondary Roads Five Year Program and Secondary Roads Budget. White stated the proposed Muscatine County DOT FY 2023 Budget mirrors the FY 2023 Muscatine County Budget. White stated the questionable areas in the proposed budget are with equipment orders and construction projects delayed due to supply chain issues. White reviewed the map of the FY 2023 Secondary Roads Five Year Program.

On a motion by Holliday, second by Sorensen, the Board approved the Muscatine DOT FY 2023 Secondary Roads Five Year Program and DOT Secondary Roads Budget. Ayes: All.

White updated the Board on secondary roads projects.

County Auditor Tibe Vander Linden reviewed a Help America Vote Act (HAVA) grant application in the amount of \$10,000 for physical security to purchase and install two new doors with electronic locks for the election equipment room, two fold-up security cages for polling locations and two iron key flash drives. On a motion by Sorensen, second by Saucedo, the Board approved a HAVA Cybersecurity Grant Agreement in the amount of \$10,000. Ayes: All.

On a motion by Sorensen, second by Holliday, the Board approved the renewal application and ownership change for a Class C Beer, Liquor, Sunday Sales and Outdoor Service Permit for West Liberty Golf & Country Club, 1248 Country Heights Lane, West Liberty Iowa. Ayes: All.

On a motion by Sorensen, second by Saucedo, the Board approved the minutes of the March 21, 2022 regular meeting. Ayes: All.

Correspondence:

All Supervisors received an email from Seth Tobey from the Walnut Creek Homeowners Association regarding various issues. Sorensen responded to the email and forwarded the email to County Engineer Keith White, County Attorney Jim Barry and Planning and Zoning Administrator Eric Furnas.

Saucedo received an email from County Assessor Randy Spies regarding the questions and comments from residents who recently received the Muscatine County Assessment Notice.

Saucedo received a follow up email from Planning and Zoning Administrator Eric Furnas regarding the debris at Deep Lake Park and the businesses in the area.

Saucedo received an email from City of Muscatine Mayor Brad Bark regarding the Joint Muscatine City Council/Muscatine School Board/County Board of Supervisors meeting to be held on March 30, 2022 at 7:00 p.m. at Merrill Hotel.

Saucedo received a call from a resident regarding the Muscatine County Assessment Notice and concern over an increase in property taxes.

Committees and meetings:

Holliday attended the Eastern Iowa Farm Equipment Auction at the Muscatine County fairgrounds on March 26, 2022.

Holliday announced Muscatine County Fair Board is hosting a car show, practice race and a fund-raiser on April 2, 2022.

Saucedo attended a West Liberty Economic Area Development (WELEAD) Executive Board meeting on March 24, 2022.

Saucedo attended a housing meeting on March 24, 2022

Saucedo attended Bi-State Trail Committee meeting on March 24, 2022.

Sauer attended the Muscatine County Conservation Board meeting on March 21, 2022.

Sauer attended the Bi-State Regional Planning Commission meeting on March 24, 2022.

Sorensen attended the Eastern Iowa Mental Health and Disability Services Region meeting on March 21, 2022.

On a motion by Sorensen, second by Saucedo, the Board authorized a Request for Proposal for Muscatine County Audit Services. Ayes: All. Administrative Services Director Nancy Schreiber stated the lead auditor had contacted Budget Administrator Sherry Seright and Schreiber to address the concerns that were expressed with the recent FY21/22 State Audit.

On a motion by Saucedo, second by Holliday, the Board appointed Sauer and Sorensen to negotiate a FY22/23 salary recommendation for County Engineer Keith White. Ayes: All.

On a motion by Saucedo, second by Sorensen, the Board approved a salary structure for the County Engineer position. Ayes: All.

Administrative Services Director Nancy Schreiber reviewed a proposed recommendation for the County Engineer's salary. Schreiber recommended adding a salary Grade 20 and temporarily assigning the County Engineer position to that grade (\$113,556 – 161,731). Schreiber stated the analysis of benchmark positions, including other County Engineers in Iowa and DOT engineer positions, resulted in the conclusion that the salary range for Grade 19 is unlikely to attract highly qualified candidates unless the County hires near or at the maximum to the grade (\$100,939-143,761). Schreiber also recommended that the Board authorize her to take the necessary steps to initiate a salary study to determine market adjustments needed for all grades in the Salary Administration Program, which she believes may result in a salary range for Grade 19 that accommodates the new County Engineer's salary. Schreiber stated the last salary study was completed in late 2014/early 2015. On a motion by Saucedo, second by Sorensen, the Board

approved the recommended placement of the County Engineer in the Salary Administration Program and authorized Schreiber to initiate a salary study. Ayes: All.

On a motion by Sorensen, second by Saucedo, the Board approved the March 2022 payroll claims. Ayes: All.

Discussion was held regarding agenda items for the upcoming Joint City/School District and County meeting on March 30, 2022 to be held at Merrill Hotel 6th floor at 7:00 p.m. Schreiber stated she will prepare the meeting agenda and County Auditor Tibe Vander Linden will take the minutes.

The meeting was adjourned at 10:31 A.M.

ATTEST:

Cathy Ribbink
Elections/Real Estate Administrator

Scott Sauer, Chairperson
Board of Supervisors