

Muscatine County Board of Supervisors
Monday, April 10, 2023

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

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

On a motion by Sorensen, second by Kirchner, stamped warrants dated April 10, 2023, were approved in the amount of \$74,000.00. Ayes: All.

A Public Hearing was called to order by Chairperson Sauer at 9:01 A.M. on the proposed FY23/24 Muscatine County Budget. No one spoke for or against the proposal.

On a motion by Sorensen, second by Mather, the public hearing was closed at 9:01 A.M. Roll Call Vote. Ayes: All.

On a motion by Sorensen, second by Kirchner, the Board approved Resolution #04-10-23-01 Approval of Elected Officials Fiscal Year 23/24 Salaries. Roll Call Vote. Ayes: All.

RESOLUTION #04-10-23-01
APPROVAL OF ELECTED OFFICIALS FISCAL YEAR 23/24 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 March 2, 2023 and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2023:

<u>Elected Official</u>	<u>Current Salary</u>	<u>Proposed Increase</u>	<u>Recommended Salary</u>
Auditor	\$80,250	6.0%	\$85,065
County Attorney	\$149,618	6.0%	\$158,595
Recorder	\$80,250	6.0%	\$85,065
Sheriff	\$125,008	8.0%	\$135,009
Supervisors	\$29,744*	6.0%	\$31,529
Treasurer	\$80,250	6.0%	\$85,065

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

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, 2023:

<u>Elected Official</u>	<u>Approved Salary</u>	<u>Approved Increase</u>
Auditor	\$83,259	3.75%
County Attorney	\$155,229	3.75%
Recorder	\$83,259	3.75%
Sheriff	\$131,258	5.0%
Supervisors	\$30,859*	3.75%
Treasurer	\$83,259	3.75%

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

APPROVED this 10th day of April, 2023.

ATTEST:

/s/Tibe Vander Linden
Muscatine County Auditor

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

On a motion by Sorensen, second by Kirchner, the Board approved Resolution #04-10-23-02 Adopting the Fiscal Year 23/24 County Budget. Roll Call Vote: Ayes: All.

**RESOLUTION #04-10-23-02
ADOPTING THE FISCAL YEAR 2023/24 COUNTY BUDGET**

WHEREAS, the Muscatine County Board of Supervisors conducted a public hearing on April 10, 2023, where citizens of Muscatine County were invited to comment on the Fiscal Year 2023/24 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 2023/24 County budget is adopted as per the Proposed County Budget Summary for Fiscal Year 2023/24.

PASSED and APPROVED this 10th day of April, 2023.

ATTEST:

/s/Tibe Vander Linden
Muscatine County Auditor

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

A Public Hearing was called to order by Chairperson Sauer at 9:02 A.M. on the proposed amendments to the Fiscal Year FY22/23 Muscatine County Budget. Budget Coordinator Kala Naber reviewed the proposed amendments to the Fiscal Year FY22/23 Muscatine County Budget. Discussion was held with the Board regarding the Treasurer's office equipment and furniture expenditure amount of \$10,000. County Treasurer Amy Zybarth stated the proposed budget amendment is for new adjustable height modular working stations with a two-drawer filing cabinet for each of the four-clerk stations. Zybarth stated the current clerk stations have been used since moving into the building in 2007 and is very limited on counter space for the clerk's daily work. Discussion was held regarding the proposed Administration Building Remodel Project and if the modular working stations should be delayed until Mike Nolan, New Horizons Architecture has met with the department heads and presented a project recommendation. Administrative Services Director Nancy Schreiber stated the building remodel study for the recommendation was approved in the budget however the Board opted to not allocate budget dollars for the remodel project in the FY23/24 budget. Schreiber stated she will contact Mike Nolan with New Horizons Architecture to determine if he is ready to meet with department heads. Sauer stated he prefers to approve office furniture after the remodel project is approved.

Sorensen questioned budget amendments for Information Services department for telephone service and new computer equipment. Information Services Director Bill Riley stated new computer equipment budget amendment is for new copiers and desktop scanners. Riley stated the telephone service is to replace Verizon's hosted solution with Lucas Communication hosted solution, which includes outbound call codes and the ability for multiple call holds. Naber reviewed the Capital Projects and American Rescue Plan Act (ARPA) project budget amendments.

On a motion by Mather, second by Sorensen, the public hearing was closed at 9:18 A.M. Roll Call Vote. Ayes: All.

On a motion by Sorensen, second by Mather, the Board approved Resolution #04-10-23-03 Amending the Fiscal Year 22/23 Budget. Roll Call Vote: Ayes: All.

**RESOLUTION #04-10-23-03
AMENDING THE FISCAL YEAR 2022/23 BUDGET**

WHEREAS, the Board of Supervisors has held a Public Hearing pursuant to Chapter 331, Code of Iowa, to amend the Fiscal Year 2022/23 County Budget; and

WHEREAS, the explanation is increased expenditures and decreased revenues during the current fiscal year; and

WHEREAS, after consideration of all comments at said hearing, the Board of Supervisors has determined that it will be necessary to amend the Fiscal Year 2022/23 budget; and

WHEREAS, the amendment does not increase the taxes to be collected in the Fiscal Year ending June 30, 2023;

THEREFORE, BE IT HEREBY RESOLVED that the following service area expenditures and revenues of the Fiscal Year 2022/23 County Budget be amended:

PUBLIC SAFETY & LEGAL SERVICES expenditures increased by	\$340,500
PHYSICAL HLTH & SOCIAL SERVICES expenditures increased by	\$381,733
COUNTY ENVIRONMENT expenditures increased by	\$65,241
ROADS & TRANSPORTATION expenditures increased by	\$0
GOV'T SERVICES TO RESIDENTS expenditures increased by	\$13,015
ADMINISTRATION expenditures increased by	\$161,868
NONPROGRAM expenditures increased by	\$0
CAPITAL PROJECTS expenditures increased by	\$4,384,195
DEBT SERVICE expenditures increased by	<u>\$0</u>
	\$5,346,552

INTERGOVERNMENTAL revenues decreased by	(\$2,726,321)
LICENSES & PERMITS revenues increased by	\$0
CHARGES FOR SERVICES revenues increased by	\$0
USE OF MONEY & PROPERTY revenues increased by	\$1,110,000
MISCELLANEOUS revenues increased by	\$150,000
LONG TERM DEBT PROCEEDS increased by	\$0
PROCEEDS OF FIXED ASSET SALES increased by	<u>\$0</u>
	(\$1,466,321)

PASSED AND APPROVED this 10th day of April, 2023.

ATTEST:

/s/Tibe Vander Linden
Muscatine County Auditor

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

On a motion by Mather, second by Kirchner, the Board approved Resolution #04-10-23-04 Fiscal Year 22/23 Budget Appropriations. Roll Call Vote: Ayes: All.

**RESOLUTION # 04-10-23-04
FY 2022/23 BUDGET APPROPRIATIONS**

WHEREAS, a public hearing has been held pursuant to Section 331.434(6), Code of Iowa, regarding proposed increases in expenditure amounts for Fiscal Year 2022/23: and

WHEREAS, the amendment does not increase the taxes to be collected in the Fiscal Year ending June 30, 2023: and

WHEREAS, all comments from the public have been heard;

THEREFORE, BE IT RESOLVED that the following amounts be appropriated as follows:

01	Board/Administration	0
02	Auditor	22,140
03	Treasurer	10,000
04	Attorney	70,000
05	Sheriff	40,000
06	Jail	210,500
07	Recorder	0
20	Engineer	0
22	Conservation Board	9,800
24	DHS	0
25	Community Services	5,090
28	Medical Examiner	0
29	Court Services	20,000
31	Board of Health	187,468
51	General Services	18,500
52	Information Services	35,700
53	Zoning	17,490
60	Mental Health Administration	2,543
99	Nondepartmental	4,697,321
00	Nonprogram	0
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		\$5,346,552

It is further resolved that all appropriations made pursuant to this RESOLUTION lapse at the close of business on June 30, 2023.

Passed and approved this 10th day of April, 2023.

ATTEST:

/s/Tibe Vander Linden
Muscatine County Auditor

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

Planning and Zoning Administrator Eric Furnas reviewed a Special Use permit granted by the Board of Adjustment on April 7, 2023. Case #23-04-03 is an application filed by Michael A. or Sherry Lynn O'Keefe, Record Owners. This property is located in Montpelier Township, in the SE ¼ of Section 12-T77N-R1E, East of Ziegler Avenue at 1777 Ziegler Avenue, containing approximately 9.75 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 to permit the establishment

and operation of a children's day camp on this property. Furnas stated this same request came before the Board of Adjustment on June 3, 2022, and the board raised many concerns at that hearing that have since been addressed such as waste water needs, limit of no more than 30 children on any given day, children on site an average of 4 hours per day, but never exceeding 6 hours and programming is proposed to be mainly during summer months and would not exceed 3-4 weeks. Furnas stated the board did stipulate that a fence must be installed all around this property and inspected by the Zoning office prior to this proposed day camp starting their operation. The Board of Adjustment approved this request. No action required by the Board of Supervisors for this special use permit.

The Board reviewed a variance granted by the Muscatine County Board of Adjustment on April 7, 2023. Case #23-04-01 is an application filed by Todd J. and Lisa L. Hunter, Record Owners. This property is located in Goshen Township, the SW1/4 of Section 26-T78N-R3W, Parcel B, 2117 155th Street, containing approximately 0.99 acres and is zoned A-1 Agricultural District. This request, if approved, would allow the Zoning Administrator to issue a Variance to allow a detached accessory structure (pole frame) to be built partially in the front yard space, but still approximately 55 feet back from the front line. The property sits off a private drive a considerable distance from the public roadway and do to the location, it is not visible from the public roadway. The board felt that the approval of this request would not alter the essential character of the neighborhood and should be approved. On a motion by Sorensen, second by Mather, the Board approved the Variance. Ayes: All.

Furnas held discussion with the Board for possible action to approve the second Re-plat of Lots 20, 21 and 22 of Wildlife Estates in Fulton Township in the SE ¼ of Section 33-T78N-R1E. Furnas stated the property owner, Schumann Properties LLC, Record Owner by LaVerne Schumann, 11660 62nd Avenue Place, Blue Grass is seeking approval of a replat of the original Lots 20, 21 and 22 Wildlife Estates Subdivision, which were replatted into Lots 20A and 22A in 2012. In 2012, parts of what were the original Lot 20 were absorbed into the replatted Lots 20A and 21A. The applicant and developer now petitions to replat Lots 20A and 21A back into the original lot configurations for Lots 20, 21 and 22. On a motion by Sorensen, second by Kirchner, the Board approved the second Re-plat of Lots 20, 21 and 22 of Wildlife Estates in Fulton Township in the SE ¼ of Section 33-T78N-R1E. Ayes: All.

On a motion by Sorensen, second by Chick, the Board set a public hearing for Monday, May 8, 2023 at 9:00 am on proposed amendments to the Muscatine County Zoning Ordinance pertaining to local meat lockers and butcher shops, as recommended by the Muscatine County Zoning Commission. Ayes: All.

On a motion by Sorensen, second by Kirchner, the Board approved the following utility permit: Sharon Telephone Company, Hills, Iowa – install buried fiber optic cable along Atwood Avenue from 5551 Atwood Avenue to 540th Street, Section 30-T78N-4W. Ayes: All.

County Engineer Bryan Horesowsky updated the Board on secondary road projects.

On a motion by Kirchner, second by Sorensen, the minutes of the April 3, 2023 regular meeting were approved as written. Ayes: All.

Correspondence:

Sauer and Sorensen received an email from Vicki Bishop regarding safety concerns on Pettibone Avenue.

Mather had a conversation with a citizen regarding the South Town Mobile Home Park in Wilton, Iowa and the change of ownership.

Mather was contacted by Becky Allgood, Wilton Chamber and Development Alliance to report they have hired a part-time employee.

Sauer received a phone call from a resident regarding uncontrolled intersections.

Chick and Kirchner received a call from James Buser regarding uncontrolled intersections.

Kirchner received a call regarding rock on Evans Avenue, determined to be in Cedar County.

Committee & Meeting Reports:

No meetings were reported.

On a motion by Sorensen, second by Chick, the Board approved Resolution #04-10-23-05 Transferring Funds from the Rural Services Fund to the Secondary Roads Fund in the amount of \$1,060,000. Roll Call Vote: Ayes: All.

RESOLUTION # 04-10-23-05

**TRANSFERRING FUNDS FROM THE RURAL SERVICES FUND TO THE
SECONDARY ROADS FUND**

WHEREAS, it is desired to authorize the Auditor periodically to transfer sums from the Rural Services Fund to the Secondary Roads Fund; and

WHEREAS, said transfers must be in accordance with Sections 331.429 and 331.432 of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED by the Muscatine County Board of Supervisors that the Auditor is authorized to transfer \$1,060,000 from the Rural Services Fund to the Secondary Roads Fund.

PASSED AND APPROVED this 10th day of April, 2023.

ATTEST:

/s/Tibe Vander Linden
Muscatine County Auditor

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

On a motion by Sorensen, second by Mather, the Board authorized the Chair to sign a letter of support for a Law Enforcement Mental Health and Wellness Act (LEMHWA) grant application by the Muscatine Police Department and Muscatine County Sheriff's Office. Ayes: All.

On a motion by Sorensen, second by Mather, the Board approved a proposed Certified Medication Aide class specification for the Jail. Ayes: All.

On a motion by Sorensen, second by Chick, the Board authorized the Chair to execute a Memorandum of Understanding with American Federation of State, County and Municipal Employees (AFSCME) Council 61 to add a Certified Medication Aide pay classification to the current bargaining agreement. Ayes: All.

On a motion by Sorensen, second by Mather, the Board authorized the Chair to execute an Agreement for Collaborative Partnership to Continue a Community Grant Writer Position for FY23/24.

Chick asked if the Board has received any information from Muscatine Legal Services regarding the matching fund request that was presented to them at budget discussions. Discussion was held stating the additional \$20,000 match was offered if another governmental entity will match the additional offering of funds for the FY23/24 budget year. Muscatine Legal Services has the upcoming full fiscal year to acquire the match with the proposed matching funds to be allocated from the Local Assistance & Tribal Consistency Funds.

County Attorney Jim Barry stated Rodd McNeal, Drainage District #13 (DD13), has invited Board members to set up a meeting prior to April 24, 2023, to view the improvements with the pump project. Chick questioned if DD#13 has indicated they will pay part of the stamped warrant with their funds before the project costs are billed as a special assessment to residents in the district. County Treasurer Amy Zybarth stated DD#13 has indicated they intend to pay part of project to County Auditor Tibe Vander Linden. Vander Linden stated DD#13 has been instructed on how to submit a claim for the proposed payment but no paperwork has been received.

The meeting was adjourned at 9:47 A.M.

ATTEST:

Tibe Vander Linden

Scott Sauer, Chairperson

County Auditor

Board of Supervisors