

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
WEDNESDAY, JANUARY 24, 2018 10:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.
Present: Chairperson Harris, Vice Chairperson Houser, Supervisors Rogers, Oleson and Walker. Board members voting "AYE" unless otherwise noted.

Chairperson Harris called the meeting to order and led the Pledge of Allegiance.

Motion by Houser, seconded by Rogers to approve Consent Agenda as follows:

Authorize chair to sign a request for four new Temporary Roadway Maintenance Worker positions for the Secondary Road Department.

Authorize chair to sign a request for two new Temporary Engineering Intern positions for the Secondary Road Department.

Statement of Election Costs for the City Run-Off Election held Dec 5, 2017

Receive and place on file the Recorder's Quarterly Report ending 12/31/17.

Resolution 2018-1-11

WHEREAS, a Residential Parcel Split of BAHR ADDITION (Case # JPS17-0007) to Linn County, Iowa, containing one (1) lot, numbered lot 1, has been filed for approval, a subdivision of real estate located in the NW NE of Section 7, Township 82 North, Range 6 West of the 5th P.M., Linn County, Iowa, described as follows:

Beginning at the Northeast Corner of the Northwest Quarter of the Northeast Quarter of Section 7,

Township 82 North, Range 6 West of the Fifth Principal Meridian; thence S1^o46'45"E along the east line of said Northwest Quarter of the Northeast Quarter, 782.63 feet; thence 3'15"W, 189.15 feet; thence N29 59'28"W, 501.97 feet; thence N53^o 28'14"E, 212.88 feet; thence N8^o48'42"E, 224.54 feet to the north line of said Northeast Quarter; thence N88^o 42'09"E along said north line, 210.27 feet to the point of beginning.

WHEREAS, said plat is accompanied by a certificate acknowledging that said subdivision is by, and with the free consent of the proprietors, and is accompanied by a certificate dedicating certain property to the public, as shown on the plat; and

WHEREAS, said plat and its attachments thereto have been found to conform to the requirements of the comprehensive plan and the subdivision ordinance; and the requirements of other ordinances and state laws governing such plats; and

WHEREAS, the following conditions as listed on the Planning and Development Staff Report of March 15, 2017 as last amended on APRIL 17, 2017 have been addressed:

LINN COUNTY ENGINEERING DEPARTMENT - Entrance permit required for new entrances and existing unpermitted entrances, Sec.11 and the Unified Development Code, Article 4, Sec. 8B. One entrance to parcel allowed. Access easement that matches actual lane to be shown on plat. Road agreement for parcel split. IOWA DEPARTMENT OF TRANSPORTATION - Not within the jurisdiction of the Iowa Department of Transportation. LINN COUNTY PUBLIC HEALTH DEPARTMENT - Existing water system must be reviewed by Linn County Public Health for compliance. If property is being sold, a Time of Transfer septic inspection must be done and the report submitted to this department. If not being sold, the existing septic system must be reviewed by Linn County Public Health for compliance. If no permit is recorded for this property, a septic contractor must: Show evidence of septic tank by uncovering the tank and pumping it out to determine the volume. Show evidence of the absorption field by uncovering the ends of the trenches or by probing five to ten areas over the trenches and verifying a dead-end. Health Department must be present to verify. Existing house must be reviewed by Linn County Public Health for compliance.

NATURAL RESOURCES CONSERVATION SERVICE - No conditions to be met. LINN COUNTY CONSERVATION DEPARTMENT - No conditions to be met. LINN COUNTY EMERGENCY MANAGEMENT - No conditions to be met. LINN COUNTY 911 COORDINATOR - No conditions to be met. LINN COUNTY PLANNING AND DEVELOPMENT - ZONING DIVISION - All side and rear yard setbacks must be met for all structures involved in this proposal. Various revisions to the site plan and final plat. Complete requirements from Minimum Housing inspection provided by the Linn County Health Department, including obtaining appropriate permits, inspections and final approval from the Building Division. Prior to approval of the final plat, the owner must sign an "Acceptance of Conditions" form. The "Acceptance of Conditions" form states that the owner understands and agrees to comply with the agreed upon conditions as stated in the staff report. This plat lies within the 2 mile jurisdiction of the City of Cedar Rapids, and as per the 28E Agreement between the City and the County, will require City approval or a waiver of the right to review. Approval of utility and drainage easements by the appropriate companies with all easements marked on the final plat bound copies. The proposed subdivision name and proposed names of all roads, streets and lanes shall be submitted for review and approval by the Linn County Auditor's office prior to approval of the final plat. One original and 3 complete copies of the final plat bound documents that must include the following: Owner's certificate and dedication certificate executed in the form provided by the laws of Iowa, dedicating to Linn County title to all property intended for public use, including public roads. Title opinion and a consent to plat signed by the mortgage holder if there is a mortgage or encumbrance on the property as well as a release of all streets, easements, or other areas to be conveyed or dedicated to local government units within which the land is located. Surveyor's certificate. Auditor's certificate. Resolution of the Planning and Zoning Commission. Resolution of the Board of Supervisors. Resolution of approval or waiver of review by applicable municipalities. Treasurer's certificate. Agricultural Land Use Notification. The landowner shall ensure

that such notification shall be attached to the deed and shall become a separate entry on the abstract of title for all the property that is subject of the permit or development as per Article 5, Section 1, § 8 of the Unified Development Code. Restrictive covenants or deed restrictions, as separate instruments, not combined with any other instrument. Three (3) copies of the surveyor's drawing. A covenant for a secondary road assessment. Final plat bound copies must be approved by the Linn County Board of Supervisors on or before APRIL 17, 2018 as per Article 4, Section 8A(7), and shall be recorded within 1 year of that approval, as per Article 4, Section 8B, § 6, of the Unified Development Code.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat is hereby approved. The Board of Supervisors and County Engineer are hereby authorized to enter approval upon the final plat resolution. The Board of Supervisors' Chairperson is also hereby authorized to sign said plat which executes an acceptance of dedication of property to the public, as shown on said plat.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat and plat proceedings shall not be changed or altered in any way, without the approval of the Linn County Board of Supervisors. Said plat and plat proceedings shall be recorded by January 24, 2019 to be valid.

Resolution 2018-1-12

Linn County Depository Resolution

In accordance with Iowa Code, Chapter 12C.2, approval and adoption by the County governing board of the depositories and deposit limits for County funds is required and revisions to the previously approved financial institutions' depository limits require updating to reflect changes in their capitalization and collateralization. At this time, the Banking Division of the State of Iowa has approved all Iowa financial institutions to hold public fund deposits. Listed below are approved financial institutions and deposit limits of the County as of: January 22, 2018

<u>Depository Name</u>	<u>Home Office Location</u>	<u>Deposit Limit</u>
Bank of America	Des Moines, Iowa	\$5,000,000
Bankers Trust	Cedar Rapids, Iowa	\$75,000,000
Banklowa	Independence, Iowa	\$30,000,000
Bridge Community	Mechanicsville, Iowa	\$1,500,000
Cedar Rapids Bank and Trust	Bettendorf, Iowa	\$10,000,000
Center Point Bank and Trust	Center Point, Iowa	\$1,500,000
Community Savings Bank	Edgewood, Iowa	\$1,500,000
Exchange State Bank	Springville, Iowa	\$1,500,000
Fairfax State Savings Bank	Fairfax, Iowa	\$1,500,000
Farmers & Merchants Savings	Manchester, Iowa	\$15,000,000
Farmers State Bank	Marion, Iowa	\$15,000,000
Hiawatha Bank and Trust	Hiawatha, Iowa	\$1,500,000
Hills Bank and Trust	Lisbon, Iowa	\$25,000,000
IPAIT	Des Moines, Iowa	\$5,000,000
Liberty Bank	Cedar Rapids, Iowa	\$1,500,000
Mt. Vernon Bank & Trust	Mt. Vernon, Iowa	\$1,500,000
NXT Bank	Central City, Iowa	\$7,500,000
Ohnward Bank	Cascade, Iowa	\$1,500,000
Security State Bank	Springville, Iowa	\$1,500,000
Solon State Bank	Solon, Iowa	\$1,500,000
US Bank	Des Moines, Iowa	\$200,000,000
Walker State Bank	Walker, Iowa	\$1,000,000
Wells Fargo Bank	Des Moines, Iowa	\$10,000,000

Authorize Chair to sign Sub-Recipient Agreement by and Between Linn County, Iowa (as Lead County) and the East Central Iowa Council of Governments (ECICOG) for the Provision of Administrative Services to Implement State of Iowa Flood Recovery, as Funded Through the Community Development Block Grant (CDBG) Program, Amendment No. 13, which extends the time of performance of the County/ECICOG Service Agreement for administration of CDBG Disaster (Flood) Recovery Funds through December 31, 2018.

Authorize Chair to sign the maintenance renewal contract (DVTel Camera Systems Software maintenance/support) with Siemens Industry Inc. for the IT Department. The terms of the contract are for services located at the CSB, Sheriff's Office, and JDC for 12 months (2/1/18 through 1/31/19) in the amount of \$13,500.00.

Approve the use of Evolve computer project carryforward funding to pay for ongoing annual hosting services charges for Linn County Community Services.

Authorize Chair to sign purchase order #5424 for \$6,749.00 to Architectural Repair, Inc. to repair pipe chase doors at the Correctional Center.

Authorize Chair to sign purchase order #5425 for \$14,433.00 to Western Detention for 15 pass thru kits for doors at the Correctional Center.

Authorize Chair to sign purchase order #5426 for \$70,750.06 to Insight Public Sector for additional disk storage for IT.

Authorize chair to sign purchase order for a New Holland disc mower to Kromminga Motors in the amount of \$9,552.00.

Motion by Rogers, seconded by Houser to approve minutes of January 19 & 22, 2018 as printed.

Motion by Houser, seconded by Rogers to accept notice of retirement from Steve Gannon, County Engineer effective April 13, 2018 (last day at work) and last day as an employee May 31, 2018.

Motion by Rogers, seconded by Houser to approve upon third and final consideration Ordinance 1-1-2018, Linn County Code of Ordinances Recodification.

Motion by Houser, seconded by Rogers to approve and authorize contracts with the following libraries for FY 2018 rural library appropriations, and authorize release of payment to individual libraries upon receipt of their respective contracts: Cedar Rapids - \$79,852.48; Center Point - \$58,754.48; Central City - \$18,099.00; Coggon - \$12,756.00; Ely - \$36,512.24; Fairfax - \$24,704.59; Hiawatha - \$58,413.97; Lisbon - \$21,529.47; Marion - \$74,070.64; Mt. Vernon - \$25,561.14; and Springville - \$29,751.00.

BOARD MEMBER REPORTS - Chairperson Harris reported that he and Supervisor Rogers attended the New Employee Orientation; attended the PSAP presentation; Linn County Mayors meeting; Hawkeye Downs Board Strategic Planning meeting; will attend Dows property development meeting and tomorrow will attend ECICOG and Juvenile Detention staff meeting on Friday. Budget meetings on Monday, Wednesday and Friday afternoons.

Supervisor Oleson attended the MPO meeting last week; discussed Road Dept. and Conservation transitional leadership issues; and continuing to work with Gary Jarvis on the Harris Building construction process.

Supervisor Houser attended STEP Up Committee meeting; Labor Alliance; met with Brad Ketels regarding succession planning; attended Conservation Board meeting and met with David Thielen.

Supervisor Walker met with David Thielen; will attend the Board of Health meeting today; and spoke to students at the Mt. Vernon High School and Liberty High School (Johnson County).

Supervisor Rogers attended the Iowa Council on Homelessness Board conference call; met with Public Health members regarding Linn County issues; attending LC3 Advisory Committee meeting and the small group for SF 504. Attended the League of Women Voters meeting, Labor Alliance, representatives of Verizon and Brad Ketels; attended LC3 Steering Committee meeting; monthly meeting with Ted Garnett; looked at new county video; met with David Thielen; attended Linn County Early Childhood Iowa Board meeting and will attend ASAC.

LEGISLATIVE UPDATE - Darrin Gage stated that the lease purchase project bill is HSB 568.

Motion by Houser, seconded by Rogers to approve ACH in the amt. of \$971,993.89 and Claims #70600295-#70600371 in the amt. of \$185,143.37.

Motion by Houser, seconded by Walker to approve payment to Ben Rogers in the amt. of \$160.00. VOTE: Harris, Houser, Oleson, Walker - Aye Rogers - Abstain

The Board received and placed on file the following correspondence: Letter of Retirement from Steve Gannon and letter from Gary Jarvis to Auditor Miller re: Medical Examiner Cremation Fees and Auditor Miller's response to Gary Jarvis.

Motion by Rogers, seconded by Houser to reappoint Dave Machacek to the Board of Adjustment, term ending 12/31/2020; reappoint Steve Emerson to the Building Board of Appeals, term ending 12/31/2020; reappoint Pam Oldham and Chris Thomas to the Food Systems Council, terms ending 12/31/2021; reappoint Brent Harstad to the Historic Preservation Commission, term ending 12/31/2020; and reappoint Bret Brecke to the Plumbing Board of Appeals, term ending 12/31/2020.

Motion by Rogers, seconded by Houser go into a closed session to discuss pending litigation, pursuant to Code of Iowa 21.5 (1)(c).

VOTE: Harris - Aye Houser - Aye Rogers - Aye Walker - Aye Oleson - Aye

Motion by Rogers, seconded by Houser go out of closed session.

VOTE: Harris - Aye Houser - Aye Rogers - Aye Walker - Aye Oleson - Aye

The Board recessed at 10:46 a.m. and reconvened at 1:30 p.m. to review proposed Fiscal Year 2019 budgets for Emergency Management, the Auditor, and Facilities.

Also present: Steve Tucker, Finance Dir.; Dawn Jindrich, Budget Dir.; Mike Goldberg, EMA; Auditor Miller, Deputies Becky Shoop, Stacey Law and Rebecca Stonawski; and Garth Fagerbakke, Facilities.

EMA - Proposed budget exceeds the Board's guidelines by \$19,816.

Mike Goldberg presented his budget highlighting that the budget is over guidelines due to an increase in workers compensation insurance coverage and building rent.

Discussion continued regarding the available fund balance and what monies the fund balance is comprised of.

Motion by Houser, seconded by to Rogers approve EMA FY19 appropriations in the amt. of \$546,516.

Auditor - Proposed appropriations meet Board guidelines.

Steve Tucker, Finance Dir., reviewed variances in the budget and voiced concerns with travel and software purchases.

Becky Shoop, Deputy Auditor, explained the budget and reviewed in detail variances related to Education/Training and Software that Tucker highlighted.

A lengthy discussion continued regarding postage in Elections, HIPAA software, Fraud Hotline software and LexisNexis software.

Motion by Oleson, seconded by Walker to approve appropriations in the amt. of \$2,507,446 less \$38,093 dollars (\$11,093 for software purchases and \$27,000 on Elections summer mailing).

Discussion: Supervisor Houser stated that he agrees with not funding the Fraud hotline or HIPAA software but disagrees with the Elections summer mailing.

VOTE: Oleson, Walker - Aye Rogers, Houser, Harris - Nay

Motion failed.

Motion by Houser, seconded by Walker to approve Auditor FY19 appropriations in the amt. of \$2,500,971 (which excludes \$6,475 for Fraud hotline software and HIPAA based on Steve Tucker's input) and revenue in the amt. of \$6,628.

VOTE: Oleson, Houser, Walker - Aye Harris, Rogers - Nay

Supervisor Oleson left the meeting at this time for personal business.

The Board recessed at 3:19 p.m. and reconvened at 3:25 p.m.

Board Buildings - Proposed appropriations exceed the Board's guidelines by \$44,040.

Garth Fagerbakke, Facilities, presented his budget noting the proposed Alliant Energy rate increase.

Motion by Rogers, seconded by Houser to approve Board Buildings FY19 appropriations in the amt. of \$912,062 and revenue in the amt. of \$144,000.

Facilities - Proposed appropriations exceed the Board's guidelines by \$4,000.

Fagerbakke presented his budget highlighting the increase in overtime due to the flood of 2016 and supplies and maintenance for the Dow's property.

Motion by Houser, seconded by Rogers to approve Facilities FY19 appropriations in the amt. of \$2,387,932.

Fagerbakke presented the following Offers: 1) One additional 20 hour Custodian - \$23,441 (on going); 2) Two additional 20 hour Custodians - \$46,882 (on going); 3) One 20 hour daytime Custodian floater and two additional 20 hour Custodians as evening floaters - \$70,323 (on going); and 4) Facilities Technician 20 hour - \$30,000 (on going).

Adjournment at 3:47 p.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Rebecca Shoop, Deputy Auditor
and Amanda Hoy, Executive Assistant

Approved by:

JOHN HARRIS, Chairperson
Board of Supervisors