

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
MONDAY, MARCH 12, 2018 9:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.
Present: Chairperson Harris, Supervisors Rogers, Houser and Walker (via phone).
Absent: Supervisor Oleson (personal business). Board members voting "AYE" unless otherwise noted.

Chairperson Harris called the meeting to order.

Motion by Rogers, seconded by Houser to approve minutes of March 7, 2018 as printed.
VOTE: Harris, Rogers, Walker - Aye Houser - Abstain

Les Beck, Planning & Development, met with the Board to discuss a Letter of Agreement with Reynolds Urban Design for services not to exceed \$2,000 for facilitation of the Dows Farm Vision Plan public open house. Funding is available in the Board's consulting line item.

Chairperson Harris clarified that this is not a requirement of the consultants' contract but that the team decided that it would be a good thing to do.

Supervisor Walker stated that while he supports the project he is concerned about starting down a path whereby they start adding on to projects. Consultants should be able to identify what they need to make a project successful. The Board will discuss again on Wednesday.

Lisa Powell, HR Dir., met with the Board discuss Life and Long Term Disability Insurance renewals effective July 1, 2018. She stated that the county has been offered a three year no rate increase renewal. She recommends approval and the Board will approve on Wednesday.

Powell also discussed adding a camera to the HR reception area, noting that since staff have moved to the vacated Risk Management area, they cannot see when someone comes in the door. The Facilities Manager has indicated that he may have an extra camera and that costs would be no more than \$1,000 (she can cover that in her budget). The Board will approve on Wednesday.

Deputy Treasurer Sara Bearrows presented revisions to the existing Investment Policy, noting that she worked on the changes with Budget & Finance. Changes include the Investment Committee members, increase in the Treasurer's bond and quarterly investment reports to the Board. The Board will approve on Wednesday.

PUBLIC COMMENT: Chairperson Harris stated that he has started a study on his own (and will add people as he sees fit) regarding how they can improve security at the Public Services Center. He will bring it to the Board in the next few weeks.

Motion by Houser, seconded by Rogers to approve Employment Change Roster (Payroll Authorizations) as follows:

BOARD OF SUPERVISORS

Communications Specialist Britt Nielsen End of Probation 02/20/18 36A \$21.91 – 36B \$23.02

RECORDER'S OFFICE

Clerical Specialist Suellyn Parson Layoff/Bumps Gwen Smith 03/10/18 36E \$26.89

Clerical Specialist Gwen Smith Bumps to Treasurer's Office 03/09/18 55C \$19.71

TREASURER'S OFFICE

Universal Clerk Gwen Smith Layoff/Bumps Amber Miell 03/10/18 56B \$20.17

Universal Clerk Amanda Quinn Layoff/Bumps Heather Tripp 03/10/18 36E \$26.89

Universal Clerk Laura Ziskovsky Layoff/Bumps Matthew Dotson 03/10/18 36E \$26.89

Universal Clerk Matthew Dotson Layoff out the Door 03/09/18

Universal Clerk Heather Tripp Layoff out the Door 03/09/18

Universal Clerk Amber Miell Termination due to bump 03/19/18

Universal Clerk Kallee Michael Layoff/Bumps Veronica Lujan 03/10/18 56B \$20.17

Universal Clerk Veronica Lujan Termination due to bump 03/19/18

COUNTY ATTORNEY

Secretary Kelli Elliott Layoff/Bumps Vicki Rickels 03/10/18 36C \$24.22

Secretary Vicki Rickels Layoff/temp Full Time position 03/10/18 55D \$20.77/hour

Secretary Valerie Foreman Bid Award 03/10/18 55E \$21.92 Replaces A. Winders

FACILITIES

Custodian Selina Mally Layoff/Bumps Simone Mally 03/10/18 54B \$17.37 + \$.25 25 hrs/week

Custodian Simone Mally End of Probation 03/04/18 10A \$16.12 + \$.25 – 10B \$16.65 + \$.25

Custodian Simone Mally Bumped – out the door 03/9/18

Custodian Simone Mally Fills temporary position 03/10/18 10A \$16.12 + \$.25

SHERIFF'S OFFICE

Duty Officer Brandon Hayes Layoff/Bumps Kallee Michael 03/10/18 56B \$20.17 + \$.25 + \$.25 shift

Duty Officer Kallee Michael Bumps to Treasurer's Office 03/09/18

Sr Account Clerk Judy Wery Layoff/Bumps Sherri Olsen 03/17/18 57C \$23.02

Sr Account Clerk Valerie Foreman Bid to County Attorney's Office 03/09/018

Senior Account Sherri Olsen Bumped by J. Wery 03/19/18

Senior Account Clerk Sherri Olsen Recall 03/20/18 55B \$18.72 Replaces V. Foreman

Deputy Sheriff Zachary Buehler New employee – FT 04/02/18 DB \$25.81 + \$.40 Replaces J. Keller

PURCHASING

Clerk Thomas Anderson Layoff/Bumps D. Hunemuller 03/10/18 57B \$21.91 30 hrs/week

Clerk Debra Hunemuller Bumps to Veteran Affairs 03/09/18

COMMUNITY SERVICES

Quality Assurance Spec
Direct Support Staff

Tina Cottrell
Emily Zimmerman

Bumps to MHDD/Intake 03/09/18
Bumped/Layoff out the Door 03/09/18

VETERAN AFFAIRS

Veteran Service Coord.
Veteran Service Coord.
Intake Tech
Intake Tech

JoEllen Bridgewater
Suellen Parson
Debra Hunemuller
Stacie Bennett

Layoff/Bumps Suellen Parson 03/10/18 36E \$26.89
Bumps to Recorder's Office 03/09/18
Layoff/Bumps Stacie Bennett 03/10/18 55B \$18.72 34 hrs/week
Bumped/Layoff out the Door 03/19/18

PUBLIC HEALTH

Environ Health Tech.
Environ Health Tech
Environ Health Spec
PH Epidemiologist
Deputy Sheriff

Matthew Chervek
Thomas Anderson
Vildana Tinjic
Amy Hockett
Dmitry Nikolaev

Layoff/Bumps Tom Anderson 03/10/18 36E \$26.89
Bumps to Purchasing 03/09/18
Step increase/contract 3/09/18 39D \$31.59 – 39E \$33.34
Step increase/contract 03/16/18 40D \$34.08 – 40E \$35.94
New employee – FT 03/19/18 DB \$25.81 + \$.40

Motion by Rogers, seconded by Houser to approve Claims #70601224-#70601254 in the amt. of \$324,990.17; wired checks in the amt. of \$1,827,060.16; and ACH in the amt. of \$47,595.85.

Adjournment at 9:12 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Rebecca Shoop, Deputy Auditor

Approved by:

JOHN HARRIS, Chairperson
Board of Supervisors