

MINUTES OF JANUARY 11 AND 20, 2016  
DUBUQUE COUNTY BOARD OF SUPERVISORS  
Present: Tom Hancock, Wayne Demmer and Daryl Klein  
Chair Hancock called the meeting to order at 8:10 a.m.

WORKSESSION - WITH COUNTY ENGINEER

County Engineer Anthony Bardgett gave the Board a quote from Erman Corporation for railroad flat car decks and plate steel culverts. The railroad flat car decks can be used for a bridge replacement on Sleepy Hollow Road and the culverts can be used on Sleepy Hollow Road, as well as Pfeiler Road, at a much lower cost.

The Board directed Bardgett to proceed with the purchase of those railroad cars.

Bardgett reviewed all the funding sources for the Road Department, how they can be used and the balances for each one. He also updated the Board on the revenues, expenses and ending balances from July of 2015 through December of 2015 on the Secondary Road Fund, Local Option Fund and Time 21 Fund.

There was general discussion regarding the Farley Road.

APPROVAL OF MINUTES OF JANUARY 4, 2016

Motion by Klein, seconded by Demmer, carried unanimously, to approve the minutes.

CONSENT ITEMS

Renewal of Class E liquor license - Bears, Burgers & Buns; Quarterly Report of the Auditor; Quarterly Report of the Recorder

Motion Demmer, seconded by Klein, carried unanimously, to approve the preceding consent items.

NOTICE OF PUBLIC HEARING - FOUR BRIDGE REPLACEMENTS: PROJECT L-B16(01)-73-31 ON FLANNAGAN ROAD WEST; PROJECT L-B16(02)-73-31 ON FLANNAGAN ROAD EAST; PROJECT L-B16(03)-73-31 ON PLUM CREEK ROAD; AND PROJECT L-C16(03)-73-31 ON PFEILER ROAD; THESE PROJECTS WILL BE TIED TOGETHER AND LET LOCALLY BY DUBUQUE COUNTY

Motion by Klein, seconded by Demmer, carried unanimously, to advertise for a public hearing to be held on Monday, January 25, 2016 at 5:30 p.m. in the Supervisors Chambers, 4<sup>th</sup> Floor, Dubuque County Courthouse, 720 Central Avenue, Dubuque, for the above-mentioned bridge replacements.

#### REQUEST FOR PROPOSALS - FINANCIAL ADVISORY SERVICES

Motion by Demmer, seconded by Klein, carried unanimously, to table the Request for Proposals until the worksession later in the meeting.

#### RESOLUTION 16-020 - APPOINTMENT OF DEPUTIES, ASSISTANTS AND CLERKS

WHEREAS, position vacancies have been approved for the following appointments by the Board of Supervisors through the Personnel Requisition Process.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors approves and certifies the following appointments to the Auditor for payroll implementation:

| DEPARTMENT | POSITION                 | DATE APPROVED | NAME             | PAY RATE |
|------------|--------------------------|---------------|------------------|----------|
| Sunnycrest | PFT LPN                  | 10-12-15      | Christina Owen   | \$18.33  |
| Sunnycrest | PPT Food Services Worker | 09-04-15      | Tanisha Roberson | \$ 9.74  |
| Sunnycrest | PPT Food Services Worker | 09-04-15      | Tyericka Pippins | \$ 9.74  |
| Sunnycrest | PPT PI/CNA               | 09-28-15      | Tiffany Quick    | \$12.41  |

Motion by Klein, seconded by Demmer, carried unanimously, to approve and authorize the Chair to sign Resolution 16-020.

#### APPOINTMENT - BOARD OF HEALTH

Motion by Demmer, seconded by Klein, carried unanimously, to table the appointment.

#### PERSONNEL REQUISITIONS

Motion by Klein, seconded by Demmer, carried unanimously, to table the personnel requisition for Veterans Affairs for a permanent, full-time VSO/VA-GA.

Motion by Demmer, seconded by Klein, carried unanimously, to approve the personnel requisition of the Sheriff's Office for a permanent, full-time control room operator.

Motion by Demmer, seconded by Klein, carried unanimously, to recess at 9:15 a.m.

#### WORKSESSION - WITH ZONING ADMINISTRATOR

##### ENTRANCE PERMIT #15-51 - CLEMEN-MELOY LTD

Upon reconvening at 9:30 a.m., the Board met with Zoning Administrator Anna O'Shea regarding an entrance permit off of Bernard Road for a new residential entrance to property that will have a new home built on. Present were the purchaser of the property, Joe Larkin, Realtor Jessie Meyer and County Engineer Anthony Bardgett.

Motion by Demmer, seconded by Klein, carried unanimously, to approve the variance, subject to the removal of the existing field entrance.

##### ENTRANCE PERMIT #15-53 - MC DERMOTT OIL

O'Shea met with the Board to discuss an entrance permit for McDermott Oil off of Industrial Park Road. Jason McDermott from McDermott Oil was present as was County Engineer Anthony Bardgett.

Motion by Klein, seconded by Demmer, carried unanimously, to approve the variance without the 90 degree angle stipulation.

##### ENTRANCE PERMIT #15-48 - AMBROSE & DEBRA HEISLER

Ms. O'Shea spoke to the Board regarding an entrance permit for Ambrose & Debra Heisler. Debra Heisler and County Engineer Anthony Bardgett were present.

Heisler is requesting an entrance permit off of Heisler Road to build a new home. Bardgett and O'Shea recommended two different options to locate the entrance.

Motion by Demmer, seconded by Klein, carried unanimously, to approve Option A for the entrance permit and Option B would remain a field entrance.

#### WORKSESSION - WITH VETERANS AFFAIRS COMMISSION

The Board met with Veterans Affairs Commissioners Sharon Trenholm, Ray Owensby and Tom Parsley to discuss the benefit request by Veterans Commissioner Charlie Brimeyer and

the personnel requisition for a permanent, full-time VSO/VA-GA.

The Board requested the requisition be placed on hold until Brimeyer's employment status is determined.

#### APPOINTMENT - BOARD OF HEALTH

Motion by Demmer, seconded by Klein, carried unanimously, to appoint Rhonda Healey to a one (1) year term ending December 31, 2018.

#### WORKSESSION - REGARDING MENTAL HEALTH REGION 28E AGREEMENT AND MH/DS LEVY RATE

The Board met to discuss the proposed resolution to amend the 28E Agreement for Mental Health/Disability Services of the East Central Region. Regional Coordinator Jody Jansen was present.

The resolution is to amend Section 5.1(g) of the 28E Agreement as follows: "To levy the maximum amount permitted by law for MH/DS services or an alternative level set by the Governing Board for each fiscal year and to contribute from the MH/DS funds so collected toward the ongoing operation of the Region as required by this Agreement as determined by the Board".

The resolution will be placed on Monday, January 25th's agenda.

Motion by Demmer, seconded by Klein, carried unanimously, to recess at 10:32 a.m.

#### GENERAL ASSISTANCE HEARINGS

Upon reconvening at 10:45 a.m., motion by Klein, seconded by Demmer, carried unanimously, to enter executive session with General Assistance Caseworker Doug Slaats regarding case O-2-21.

Upon returning to regular session, motion by Klein, seconded by Demmer, carried unanimously, to approve \$250.00 for case O-2-21.

Motion by Demmer, seconded by Klein, carried unanimously, to recess at 10:45 a.m.

## EXECUTIVE SESSION - PER IOWA CODE 21.5(1)(j)

Motion by Klein, seconded by Demmer, carried unanimously, to enter executive session with County Auditor Denise Dolan, Deputy Commissioner of Elections Jenny Hillary, County Maintenance Superintendent Chris Soeder, IT Superintendent Nathan Gilmore, Administrative Assistant to the Board Mary Ann Specht, John Gronen from Gronen Properties and, by telephone, Attorneys Dave Kubicek and Matt Hektoen, regarding real estate purchase.

## REQUEST FOR PROPOSALS - FINANCIAL ADVISORY SERVICES

Upon returning to regular session, motion by Klein, seconded by Demmer, carried unanimously, to approve the Request for Proposals for Financial Advisory Services.

## TOUR OF OLD JAIL REMODELING PROJECT

The Board, with Supervisor Hancock absent, toured the Old Jail remodeling project. Present were Administrative Assistant to the Board Mary Ann Specht, County Maintenance Superintendent Chris Soeder and IT Superintendent Nathan Gilmore

Motion by Klein, seconded by Demmer, carried unanimously, to recess at 1:15 p.m. until Wednesday, January 20, 2015, at 8:30 a.m.

The Board reconvened at 8:30 a.m. on Wednesday, January 20, 2016, with all Board members present.

## VALUATION PRESENTATION

Dubuque County Assessor Dave Kubik and Dubuque City Assessor Rick Engelken gave a presentation on Dubuque County valuations. Present were Deputy Auditor Commissioner of Elections Jenny Hillary and County Budget Director Michelle Patzner.

## OVERVIEW OF BUDGET PROCESS, DISCUSSION OF COMPENSATION BOARD RECOMMENDATION ON SALARIES FOR ELECTED OFFICIALS AND APPOINTED DEPUTIES AND DISCUSSION ON HEALTH INSURANCE

County Budget Director Michelle Patzner gave an overview of the budget process for the FY17 budget. Patzner said she has not received all departments project requests as of date.

Motion by Klein, seconded by Demmer, carried unanimously, to inform all elected officials and department heads that if project requests are not submitted to the County Budget Director by Friday, January 22, 2016, the requests will not be considered in the FY17 budget.

Patzner presented FY17 Compensation Board rollback scenarios to the Board and discussed anticipated health insurance rate increases. The rates for health insurance will not be available until February 1<sup>st</sup>.

#### BUDGET WORKSESSION - BOARD OF SUPERVISORS

The Board met regarding the FY16 re-estimate and FY17 proposed budget for the Board of Supervisors. County Budget Director Michelle Patzner presented the budget.

Motion by Klein, seconded by Demmer, carried unanimously, to decrease the Compensation Board's recommendation for the Supervisors from 1% to 0%.

Motion by Demmer, seconded by Hancock, carried unanimously, to tentatively approve the FY16 re-estimate and FY17 proposed budget for the Board of Supervisors.

#### BUDGET WORKSESSION - PERSONNEL

The Board met regarding the FY16 re-estimate and FY17 proposed budget for Personnel. County Budget Director Michelle Patzner presented the budget.

Motion by Klein, seconded by Demmer, carried unanimously, to tentatively approve the FY16 re-estimate and FY17 proposed budget for Personnel.

#### GENERAL BUDGET DISCUSSION

Supervisor Klein proposed a 2% total compensation package for elected officials and their deputies. He also proposed to have each department make up the difference of the Compensation Board's recommendation by decreasing their budget by the amount over the 2%.

The Board directed Patzner to inform all elected officials of the proposal.

Motion by Demmer, seconded by Klein, carried unanimously, to recess at 10:17 a.m. until 1:00 p.m.

BUDGET WORKSESSION - VETERANS AFFAIRS/GENERAL ASSISTANCE

Upon reconvening at 1:00 p.m., the Board met regarding the FY16 re-estimate and FY17 proposed budget for Veterans Affairs/General Assistance. Veterans Affairs Executive Director Randy Rennison gave a power point presentation for those departments. County Budget Director Michelle Patzner was present.

Motion by Klein, seconded by Demmer, carried unanimously, to table the FY16 re-estimate and FY17 proposed budget for Veterans Affairs for more information.

Motion by Klein, seconded by Demmer, carried unanimously, to tentatively approve the FY16 re-estimate and FY17 budget for General Assistance.

BUDGET WORKSESSION - MH/DS AND MH/DS EAST CENTRAL REGIONAL COORDINATOR

The Board met regarding the FY16 re-estimate and FY17 proposed budget for MH/DS and MH/DS East Central Regional Coordinator. Present was East Central Iowa Regional Coordinator Jody Jansen.

Motion by Demmer, seconded by Hancock, carried unanimously to tentatively approve the FY16 re-estimate and FY17 proposed budget for MH/DS and MH/DS East Central Regional Coordinator.

Motion by Klein, seconded by Demmer, carried unanimously, to recess at 3:16 p.m. until Monday, January 25, 2016 at 5:30 p.m.

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Tom Hancock, Chair  
Board of Supervisors

ATTEST:

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Mona Manternach  
Deputy Auditor

25 (January 11, 20)

