

MINUTES OF OCTOBER 6, 2014
DUBUQUE COUNTY BOARD OF SUPERVISORS
Present: Wayne Demmer, Daryl Klein and Eric Manternach
Chair Demmer called the meeting to order at 8:05 a.m.

WORKSESSION - WITH COUNTY ENGINEER

County Engineer Bret Wilkinson discussed the following issues with the Board:

HOLY CROSS SALT STORAGE FACILITY

A letter was received by Mr. Wilkinson from Attorney Brian Kane setting forth the increase of the rent for the Holy Cross salt storage and asking him if the County would be interested in purchasing the property. The Board directed Mr. Wilkinson to contact the County Attorney for an opinion regarding possible contamination on the property and whose liability it would be if the County were to purchase the property.

ST. CATHERINE ROAD

Residents of St. Catherine Road met with the Board and Mr. Wilkinson to inquire as to when St. Catherine Road would be sealed coated in the spring and if the County would be responsible for the dust control. Present and addressing the Board were Deb Sigwarth of 1965 St. Catherine Road and Jim and Carol Townsend of 4195 St. Catherine Road.

PROJECT UPDATES

Mr. Wilkinson updated the Board on the Mud Lake Road, Swiss Valley Road and Farley Road projects.

GENERAL ROAD DEPARTMENT DISCUSSION

The Board spoke to Mr. Wilkinson regarding Dyersville East Road water retention and the status of the GPS tracking system for the Road Department.

Motion by Manternach, seconded by Klein, carried unanimously to recess at 8:50 a.m.

The Board reconvened at 9:00 a.m.

PROCLAMATION 14-008

NOW, THEREFORE, BE IT RESOLVED that the Dubuque County Board of Supervisors do hereby proclaim Wednesday, October 15, 2014 as National White Cane Safety Day and October 2014 as National White Cane Safety Month in Dubuque County, Iowa, and call upon all citizens to recognize the individual worth and productive talents of our blind neighbors, and observe the law applicable to their use of our streets, sidewalks, and public facilities.

Motion by Manternach, seconded by Klein, carried unanimously to adopt Proclamation 14-008.

PROCLAMATION 14-009

NOW, THEREFORE, the Dubuque County Board of Supervisors, on behalf of the staff and citizens of Dubuque County, do hereby proclaim October 2014 as National Disability Employment Awareness Month in Dubuque County, Iowa, and urge residents to further affirm a vision of our world at peace by fostering cooperation between individuals, organizations, and nations.

Motion by Klein, seconded by Manternach, carried unanimously to adopt Proclamation 14-009. R.R.S. Stewart accepted the proclamation.

APPROVAL OF MINUTES OF SEPTEMBER 22 AND OCTOBER 1, 2014

Motion by Manternach, seconded by Klein, carried unanimously to approve the minutes, as amended.

CONSENT ITEMS

First Judicial District Department of Correctional Services Combined Balance Sheet; Quarterly Report of the Auditor; Quarterly Report of the Sheriff; New Class LC liquor license for MGV Corp. (Sundown Mountain); County receipt of IDNR Manure Management update from Knuth Farms, Inc. (Recker Farm)

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

CONTINUATION OF PUBLIC HEARING - SPECIAL EVENTS ORDINANCE

Chair Demmer announced the continuation of the public hearing.

Sheriff Don Vrotsos addressed questions of the Board.

Molly Grover, President and CEO of Dubuque Area Chamber of Commerce, said the Chamber opposed the Special Events Ordinance before the current changes were made. Ms. Grover said she is concerned how this Ordinance will affect the private sector activities.

Motion by Manternach, seconded by Klein, carried unanimously to continue the public hearing.

CONTINUATION OF PUBLIC HEARING - AMENDMENT TO COUNTY CODE OF ORDINANCES - CHAPTER 1 - ZONING AND CHAPTER 2 - SUBDIVISION AND PLATTING

Chair Demmer announced the public hearing.

Zoning Administrator Anna O’Shea explained the amendments to Chapter 1 and Chapter 2 of the County Code of Ordinances.

Motion by Klein, seconded by Manternach, carried unanimously to continue the public hearing.

PROOF OF PUBLICATION - PROCUREMENT PROCEDURES

Motion by Klein, seconded by Manternach, carried unanimously to receive and file the proofs of publication for Request for Proposal for two (2) new 2015 Ford police interceptor utility, 4 door AWD vehicles.

RECEIPT OF PROPOSALS - TWO (2) NEW 2015 FORD POLICE INTERCEPTOR UTILITY, 4 DOOR AWD VEHICLES FOR THE DUBUQUE COUNTY SHERIFF’S OFFICE

Sheriff Don Vrotsos read the following bids into the record:

<u>VENDOR</u>	<u>BID AMOUNT</u>
<u>Victory Ford</u> , Dyersville, IA	\$26,820/vehicle
<u>Stivers Ford</u> , Waukee, IA	\$27,095/vehicle
<u>Mike Finnin Ford</u> , Dubuque, IA	\$27,208/vehicle

Runde Auto Group, Manchester, IA

\$27,700/vehicle

Sheriff Vrotsos recommended to accept the bid from Victory Ford in the amount of \$26,820 per vehicle.

Motion by Manternach, seconded by Klein, carried unanimously to concur with the recommendation from the Sheriff.

RESOLUTION 14-247 - 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
Sheriff	PPT Correctional Officer	12-02-13	Travis Bettcher	\$21.58

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-247.

RESOLUTION 14-248 - APPROVE IOWA ECONOMIC DEVELOPMENT AUTHORITY CDBG CONTRACT #14-CRL-001 AND RELATED DOCUMENTS FOR THE CAREER LINK GRANT PROGRAM

WHEREAS, Dubuque County has been presented with an Iowa Economic Development Authority CDBG Program Contract #14-CRL-001 and related documents to fund the Career Link-Eastern Iowa Workforce Program for Dubuque and Delaware counties with a grant award of \$100,800.

NOW, THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors approves and authorizes the Chairperson to sign the Iowa Economic Development Authority CDBG Program Contract #14-CRL-001 and related documents to fund the Career Link-Eastern Iowa Workforce Program for Dubuque and Delaware counties with a grant award of \$100,800.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-248.

RESOLUTION 14-249 - REQUEST FOR PAYMENT #60 FOR JUMPSTART FEDERAL HOUSING REHABILITATION PAYMENT PROGRAM 08-DRH-004

WHEREAS, Dubuque County is the fiduciary agent for Jumpstart Federal Housing rehabilitation program #08-DRH-004; and

WHEREAS, the East Central Intergovernmental Association has disbursed funds in the amount of \$ 187,375.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 60 in the amount of \$ 187,375 to be submitted to the Iowa Department of Economic Development. Upon receipt of payment, the County will remit to ECIA.

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-249.

RESOLUTION 14-250 - REQUEST FOR PAYMENT #10 FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM 13-OT-001

WHEREAS, Dubuque County is the fiduciary agent for Community Development Block Grant program #13-OT-001; and

WHEREAS, a draw down of funds has been requested in the amount of \$ 11,096.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 10 in the amount of \$ 11,096 to be submitted to the Iowa Department of Economic Development. Upon receipt of payment, the County will remit to the City of Sageville.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-250.

DAMAGE CLAIM - JEFFREY W. ZASADA

Motion by Klein, seconded by Manternach, carried unanimously to receive and refer the damage claim to the County Attorney to submit to the insurance company.

RESOLUTION 14-251 - APPROVE DOCUMENTS FOR CONTRACT #08-DRH-204 - SINGLE FAMILY NEW PRODUCTION ROUND #2 PROJECT - BROADWAY-MAPLE STREET SUBDIVISION - LOTS #1-4 - BELLEVUE PROJECT

WHEREAS, Dubuque County has been presented with a recommendation from ECIA in reference to the Disaster Recovery Housing Fund Program-Dubuque County-Contract #08-DRH-204-Single Family New Production-Rd #2 Project-Broadway-Maple Street Subdivision-Lots #1-#4-Bellevue-Construction of 4 new single family houses, to allow Wayne Demmer, Chairperson of Dubuque County Board of Supervisors sign the Request for Release of Funds and Certification-Iowa Community Development Block Grant Program; and

NOW, THEREFORE BE IT RESOLVED, that the Dubuque County Board of Supervisors hereby approves and authorizes Wayne Demmer, Chairperson of the Dubuque County Board of Supervisors to sign the Request for Release of Funds and Certification-Iowa Community Development Block Grant Program.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-251.

RESOLUTION 14-252 - APPROVE SUBRECIPIENT AGREEMENT FOR CAREERLINK FUNDING THROUGH THE CDBG PROGRAM BETWEEN DUBUQUE COUNTY AND ECIA

WHEREAS, the Iowa Economic Development Authority (IEDA) has notified Dubuque County that it has been awarded Community Development Block Grant (CDBG) CareerLink Program funding #14-CRL-001 in the amount of \$100,800 to assist with the funding to train no fewer than 48 low to moderate income persons as defined by HUD income guidelines for the positions of welders, computer numerical control (CNC) machine operators, and machinists; and

WHEREAS, Dubuque County and East Central Intergovernmental Association (ECIA) desires to make a written agreement with respect to said funds and the administration and implementation of the program to which they pertain; and

WHEREAS, authority for this agreement is contained in the Chapters 28E and 28H of the Code of Iowa,

NOW, THEREFORE BE IT RESOLVED BY DUBUQUE COUNTY that the County approves and authorizes the Chair to sign the Subrecipient Agreement for CareerLink Funding through the Community Development Block Grant program between Dubuque County and East Central Intergovernmental Association.

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-252.

RESOLUTION 14-253 - APPROVE FY2014 AMENDED #1 SECONDARY ROAD BUDGET FOR SUBMITTAL TO IDOT

WHEREAS, the Dubuque County Secondary Road Department has amended their FY-2015 Secondary Road Budget,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa hereby approve and direct the Chair to sign the FY-2014 Amended #1 Secondary Road Budget for submittal to the Iowa Department of Transportation.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-253.

RESOLUTION 14-254 - SUPPORTING DUBUQUE COUNTY AS A HOME BASE IOWA COMMUNITY

WHEREAS, the citizens of the Greater Dubuque area owe a debt of gratitude to military men and women and Dubuque County complements Iowa's mission to welcome, employ, and honor those who have served our country;

WHEREAS, Dubuque County welcomes all newcomers and offers incentives for veterans and their families through employment opportunities, education, relocation services, entrepreneurship assistance and other veteran resources;

WHEREAS, Dubuque County is committed to making Dubuque a community of choice for military men, women and their families as they transition to civilian careers.

NOW, THEREFORE, BE IT RESOLVED that the Dubuque County Board of Supervisors hereby support Dubuque County as a Home Base Iowa Community.

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-254.

DUPLICATE WARRANT - MARYANN HELES

Motion by Manternach, seconded by Klein, carried unanimously to approve the duplicate warrant.

RESOLUTION 14-255 - APPROVE PURCHASE OF JOHN DEERE BACKHOE FOR ROAD DEPARTMENT

WHEREAS, Martin Equipment of IA/IL Inc., Dubuque, Iowa submitted a quote of \$115,000 for one new 2014 John Deere 410K Loader Backhoe less \$25,650 for Dubuque County's trade-in of one 1997 John Deere 310SE Loader Backhoe for a total purchase price of \$89,350,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa hereby approve the purchase of one new 2014 John Deere 410K Loader Backhoe from Martin Equipment of IA/IL Inc. in the amount of \$89,350.

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-255.

RESOLUTION 14-256 - APPROVE DUBUQUE COUNTY PROCUREMENT POLICY

WHEREAS, Dubuque County has been presented with a Dubuque County Procurement Policy - Bidding Requirements and Procedures with the purpose of using clear and consistent bidding requirements and procedures and setting minimum insurance requirements for bidders.

NOW, THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors approves the Dubuque County Procurement Policy - Bidding Requirements and Procedures with the purpose of using clear and consistent bidding requirements and procedures and setting minimum insurance requirements for bidders.

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chairperson to sign Resolution 14-256.

INITIAL COLLECTIVE BARGAINING PROPOSALS FROM TEAMSTERS LOCAL 120 REPRESENTING COURTHOUSE/LIBRARY UNIT, SECONDARY ROADS UNIT, ADMINISTRATIVE DEPUTY SHERIFF UNIT AND COUNTY ASSESSOR UNIT

Motion by Manternach, seconded by Klein, carried unanimously to receive and refer the proposals to the Personnel Director.

PERSONNEL REQUISITIONS

Motion by Manternach, seconded by Klein, carried unanimously to approve the personnel requisitions for Sunnycrest Manor for an environmental services worker and of the Road Department a permanent, full-time maintenance worker I.

Motion by Manternach, seconded by Klein, carried unanimously to recess at 9:57 a.m.

WORKSESSION - WITH ZONING ADMINISTRATOR

Upon reconvening at 10:10 a.m., the Board met with Zoning Administrator Anna O'Shea regarding entrance permit variances for Hiram Heysinger. Mr. Heysinger and County Engineer Bret Wilkinson were present.

Motion by Klein, seconded by Manternach, carried unanimously to approve the variance as a shared driveway and remove the field entrance.

The Board of Supervisors met with Zoning Administrator Anna O'Shea regarding changes from the EPA on "Waters of the U.S." Ms. O'Shea stated she spoke to Jamie Cashman, Government Relations Manager for ISAC. He said that ISAC was meeting with the Grain Council and Governor's Office in regard to ISAC's opposition to the EPA changes. ISAC will be sending a letter to the EPA on behalf of several organizations and ISAC to outline their opposition to the changes. The EPA has extended their comment period until November 14, 2014. Ms. O'Shea will send a copy of the ISAC letter to the Board when it is available.

WORKSESSION - WITH COUNTY ENGINEER (CONTINUED)

County Engineer Bret Wilkinson discussed the letter received from Buesing & Associates regarding the meeting attended by Supervisor Klein and himself on the issues with the Farley Road project.

Motion by Manternach, seconded by Klein, carried unanimously to receive and file the letter from Buesing & Associates.

Mr. Wilkinson also asked the Board if there are any questions for the worksession with Skyline Construction regarding the Farley Road project that will be held later today. The Board would like to know if there is any additional equipment that will be brought in for the project and the number of working days that remain.

WORKSESSION - WITH COUNTY BUDGET DIRECTOR

The Board met with County Budget Director Michelle Patzner and Dubuque Bank & Trust Senior Vice-President Doug Stillings regarding the implementation of purchasing cards for Dubuque County.

EXECUTIVE SESSION - WITH COUNTY ATTORNEY PURSUANT TO IOWA CODE SECTION 21.5(1)(g)

Motion by Manternach, seconded by Klein, carried unanimously to enter executive session with County Budget Director Michelle Patzner, County Attorney Ralph Potter and Administrative Assistant/Personnel Director Mary Ann Specht pursuant to Iowa Code Section 21.5(1)(g).

Upon returning to regular session, motion by Manternach, seconded by Klein, carried unanimously to recess at 12:11 p.m.

GENERAL ASSISTANCE HEARINGS

Upon reconvening at 1:00 p.m., with Supervisor Klein absent due to attending another meeting, motion by Manternach, seconded by Demmer, carried unanimously to enter executive session with General Assistance Caseworkers Randy Rennison and Doug Slaats regarding case L-4-38.

Supervisor Klein arrived at 1:02 p.m.

Upon returning to regular session, motion by Manternach, seconded by Klein, carried unanimously to enter executive session with General Assistance Caseworkers Randy Rennison and Doug Slaats regarding case H-9-31.

Upon returning to regular session, motion by Klein, seconded by Manternach, carried unanimously to deny services for case H-9-31.

Motion by Klein, seconded by Manternach, carried unanimously to enter executive session with General Assistance Caseworkers Randy Rennison and Doug Slaats regarding case M-10-7.

Upon returning to regular session, motion by Manternach, seconded by Klein, carried unanimously to approve services for case M-10-7.

WORKSESSION - WITH CONSERVATION DIRECTOR

The Board met with County Conservator Director Brian Preston regarding capital expenditures. Present were Conservation Board Member Pat Rea and Conservation Deputy Director Nate Sisler.

EXECUTIVE SESSION - WITH LEGAL COUNSEL REGARDING PURCHASE OF REAL ESTATE PER IOWA CODE SECTION 21.5(1)(j)

Motion by Klein, seconded by Manternach, carried unanimously to enter executive session with County Budget Director Michelle Patzner, Administrative Assistant Mary Ann Specht and, by telephone, Attorneys Dave Kubicek and Matt Hektoen regarding real estate purchase.

WORKSESSION - WITH SKYLINE CONSTRUCTION

Upon returning to regular session, the Board met with County Engineer Bret Wilkinson and Skyline Construction to discuss the Farley Road project. Present from Skyline Construction were Secretary-Treasurer Keith Bruening, Project Manager Jesse Delaney, Lab Supervisor Mike Root and Foreman Ron Norman.

WORKSESSION - WITH COUNTY ENGINEER (CONTINUED)

Motion by Manternach, seconded by Klein, carried unanimously to enter executive session with County Engineer Bret Wilkinson, County Budget Director Michelle Patzner and Personnel Director Mary Ann Specht pursuant to Iowa Code Section 21.5(1)(I)

Upon returning to regular session, motion by Manternach, seconded by Klein, carried unanimously to adjourn at 5:12 p.m. until Monday, October 20, 2014 at 5:30 p.m.

Wayne Demmer, Chair
Board of Supervisors

ATTEST:

Mona Manternach
Deputy Auditor

