

MINUTES OF FEBRUARY 10 AND 11, 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 met with the Board regarding the following issues:

MAILBOX POLICY

Mr. Wilkinson reviewed with the Board changes to the language regarding the placement of mailboxes and damages to mailboxes on secondary roads caused by county snow plows.

Motion by Klein, seconded by Manternach, carried unanimously to refer the changes to the mailbox policy to the County Attorney for an opinion.

TEN CENT FUEL TAX INCREASE

Mr. Wilkinson obtained information from the Iowa DOT, Office of Program Management, regarding the projected income results for a ten cent fuel tax increase. The document showed the estimated revenue picture for base forecast versus results of a ten cent per gallon fuel tax increase for fiscal years 2014 through 2017.

MUD LAKE ROAD PROJECT UPDATE

Mr. Wilkinson updated the Board on the status of the right of way purchases for the Mud Lake Road project.

GENERAL ROAD DEPARTMENT DISCUSSION

Mr. Wilkinson discussed the Vogel Traffic Services pavement marking paint contract which was to be fulfilled by November 22, 2013. Vogel Traffic Services did not complete the project by that date. Mr. Wilkinson will call paint vendors to see if paint prices will be increasing this year and then decide if the County will allow Vogel Traffic Services to finish the project in the spring or if new bids will be obtained.

The Board requested Mr. Wilkinson to provide them a road projection for paved and seal coated roads.

Motion by Klein, seconded by Manternach, carried unanimously to recess at 8:55 a.m. until 9:00 a.m.

APPROVAL OF MINUTES - JANUARY 27 AND FEBRUARY 3, 2014

Upon reconvening at 9:00 a.m., motion by Klein, seconded by Manternach, carried unanimously to approve the minutes, as amended.

CONSENT ITEMS

Dubuque Metropolitan Area Solid Waste Agency audit and financial statements for FY13; Semi-annual report of the Treasurer; Renewal of Class BW permit for The View, Inc. - Kimberly Becker; Renewal of Class B native wine permit for Quiet Walker Lodge, Inc.; Renewal of Class LC liquor license for Timberline Golf Course; Renewal of Class LC liquor license for Budde's, Inc.

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

PROOF OF PUBLICATION - PUBLIC HEARING

Motion by Klein, seconded by Manternach, carried unanimously to receive and file the proofs of publication for Notice of Public Hearing - Amendment to Zoning Ordinance - ZC#01-01-14 - Royal Oaks Development/Weber Surveying LLC - R-5 to R-3.

CONTINUATION OF PUBLIC HEARING - AMENDMENT TO CHAPTER 1 - ZONING ORDINANCE - DUBUQUE COUNTY CODE OF ORDINANCES - AGRICULTURE EXEMPTION

Chair Demmer announced the continuation of the public hearing.

Zoning Administrator Anna O'Shea discussed the proposed changes to the Zoning Ordinance with the Board. The Board discussed other issues that need to be addressed before the amendment is approved.

Mike Weber, Weber Surveying, 26789 46th Avenue, Bernard commented on issues discussed by the Zoning Administrator and Board.

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

Motion by Manternach, seconded by Klein, carried unanimously to refer the amendment back to the Zoning Commission for further review.

PUBLIC HEARING - AMENDMENT TO ZONING ORDINANCE - ZC#01-01-14 - ROYAL OAKS DEVELOPMENT/WEBER SURVEYING LLC - R-5 TO R-3

Chair Demmer opened the public hearing.

Zoning Administrator Anna O'Shea said the applicants are requesting to rezone R-5, Multi-Family Residential to R-3, Single Family Residential two (2) acres, more or less, to allow for single family residential development of the property. The property is located three-quarters (3/4) of a mile east of the City of Peosta and north of Highway 20 at the intersection of Thunder Ridge Drive and Cordillera Drive.

Mike Weber, Weber Surveying, 26789 46th Avenue, Bernard said there is a greater demand for single family homes rather than condominiums and that is why they are requesting the rezoning.

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

AMENDMENT TO ZONING ORDINANCE - ZC#01-01-14 - ROYAL OAKS DEVELOPMENT/WEBER SURVEYING LLC - R-5 TO R-3

Pursuant to law, notice is hereby given to the public that the following amendment to the Dubuque County Zoning Ordinance was passed by the Dubuque County Board of Supervisors on February 10, 2014 and will become effective upon publication and certification on the Official Zoning Map.

ZC#01-01-14 Royal Oaks Development / Weber Surveying LLC R-5 to R-3

The applicants are requesting to rezone from R-5, Multi-Family Residential to R-3, Single Family Residential two (2) acres, more or less, to allow for single family residential development of the property. The property, located three-quarters (3/4) of a mile east of the City of Peosta and north of Highway 20 at the intersection of Thunder Ridge Drive and Cordillera Drive is legally described as Lot 1 Block 4 Thunder Ridge Estates, Section 2 (T88N R1E) Vernon Township, Dubuque County, Iowa.

A report on the proposed amendment has been received from the Dubuque County Zoning Commission; notice of the public hearing has been published as required by law; and a public hearing has been held on February 10, 2014.

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

Motion by Manternach, seconded by Klein, carried unanimously to suspend the requirement that this amendment be considered and voted on for passage at two prior meetings.

Motion by Manternach, seconded by Klein, carried unanimously that the amendment be adopted and that the zoning administrator be directed to enter the appropriate changes on the official zoning map and that the Auditor be directed to arrange for the publication of the amendment and portion of the official zoning map as amended in the official county newspapers as required by law.

PROOF OF PUBLICATION - PROCUREMENT PROCEDURES

Motion by Klein, seconded by Manternach, carried unanimously to receive and file the proofs of publication for Request for Proposals - Uninterruptible Power System for the Dubuque Law Enforcement Center; Request for Proposal - One (1) New 2014 Ford Police Interceptor Utility, 4 Door AWD; Request for Quotes - Off-Site Laundry and Linen Services to be provided at Sunnycrest Manor.

RECEIPT OF PROPOSALS/RECOMMENDATION OF SHERIFF'S OFFICE FOR PURCHASE OF ONE (1) NEW 2014 FORD POLICE INTERCEPTOR UTILITY 4 DOOR AWD FOR THE DUBUQUE COUNTY SHERIFF'S DEPARTMENT

Sheriff Don Vrotsos read the following bids received into the record:

<u>VENDOR</u>	<u>BID AMOUNT</u>
<u>Victory Ford, Dyersville, IA</u>	\$26,378.98
<u>Mike Finnin Ford, Dubuque, IA</u>	\$26,965.00

Sheriff Vrotsos recommended accepting the bid from Victory Ford in Dyersville, Iowa in the bid amount of \$26,378.98.

Motion by Klein, seconded by Manternach, carried unanimously to approve the recommendation of the Sheriff to accept the bid from Victory Ford in the amount of \$26,378.98.

RECEIPT OF PROPOSALS - LAUNDRY AND LINEN SERVICES FOR SUNNYCREST MANOR

The following bids were received and read into the record by County Budget Director Michelle Patzner:

<u>VENDOR</u>	<u>BID AMOUNT</u>
<u>Premier Linen & Drycleaning</u> Dubuque, Iowa	\$6,381.14/week
<u>Aramark Uniform Services</u> Dubuque, Iowa	\$2,530.83/week

Motion by Klein, seconded by Manternach, carried unanimously to receive and refer the bids to County Budget Director Michelle Patzner for a recommendation.

RESOLUTION 14-042 - REQUEST FOR PAYMENT #55 FOR JUMPSTART FEDERAL HOUSING REHABILITATION PAYMENT PROGRAM #08-DRH-204

WHEREAS, Dubuque County is the fiduciary agent for Jumpstart Federal Housing rehabilitation program #08-DRH-204; and

WHEREAS, the East Central Intergovernmental Association has disbursed funds in the amount of \$ 99,447.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 55 in the amount of \$ 99,447 to be submitted to the Iowa Department of Economic Development. Upon receipt of payment, the County will remit to ECIA.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-042.

RESOLUTION 14-043 - APPROVE FINANCIAL INSTITUTIONS FOR COUNTY DEPOSITORIES

BE IT RESOLVED that the Dubuque County Board of Supervisors approves the following list of financial institutions to be depositories of the Dubuque County funds in conformance with all applicable provisions of Iowa Code Chapters 12B and 12C of the current code.

The County Treasurer is hereby authorized to deposit the Dubuque County funds in amounts not to exceed the maximum approved for each respective financial institution, as set out below:

DEPOSITORY NAME	LOCATION	MAX BALANCE UNDER THIS RESOLUTION
American Trust & Savings Bank	Dubuque	55,000,000
Dubuque Bank & Trust	Dubuque	50,000,000
Dupaco Community Credit Union	Dubuque	10,000,000
East Dubuque Savings Bank	Dubuque	10,000,000
Fidelity Bank & Trust	Dyersville	5,000,000
Liberty Bank	Dubuque	10,000,000
US Bank	Dubuque	30,000,000
New Vienna Savings Bank	New Vienna	2,000,000
Security State Bank	Cascade	4,000,000
Premier Bank	Dubuque	20,000,000
State Bank	Worthington	6,000,000
Tri-County Bank & Trust	Cascade	1,000,000
Wells Fargo	Des Moines	15,000,000

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-043.

RESOLUTION 14-044 - APPROVE CONTRACT AGREEMENT WITH WESTPHAL & COMPANY, INC. FOR THE UNINTERRUPTIBLE POWER SYSTEM AT THE DUBUQUE LAW ENFORCEMENT CENTER

WHEREAS, proposals were received on January 23, 2014 for the Uninterruptible Power System for the Dubuque Law Enforcement Center; and

WHEREAS, Westphal & Company, Inc. submitted the low bid of \$62,510; and

WHEREAS, the Sheriff's Department recommends accepting the bid from Westphal & Company, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa concurs with the recommendation of the Sheriff's Office to award the bid to Westphal & Company in the amount of \$62,510 and authorizes the Chairperson to sign the contract with Westphal & Company for the Uninterruptible Power System for the Dubuque Law Enforcement Center.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize

the Chair to sign Resolution 14-044.

RESOLUTION 14-045 - APPROVE RECOGNITION OF EASTERN IOWA REGIONAL HOUSING TRUST FUND

WHEREAS, The Eastern Iowa Regional Housing Corporation Housing Trust Fund, whose mission and purpose is to address the affordable housing needs within the region through coordination and long term planning; including securing and allocating resources to address the unmet housing needs.

WHEREAS, The County of Dubuque understands that opportunities exist to secure resources to address the various housing needs in the community through the establishment of a regional housing trust fund.

WHEREAS, The County of Dubuque desires to partner with the Eastern Iowa Regional Housing Corporation Regional Housing Trust Fund to assist in addressing the unmet housing needs in the community.

THEREFORE, BE IT RESOLVED that the County of Dubuque does hereby recognize and support the Eastern Iowa Regional Housing Corporation Regional Housing Trust Fund.

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-045.

COMMUNICATION - COUNTY RECEIPT OF IDNR MANURE MANAGEMENT PLAN & UPDATES FROM GARY WEDEWER

Motion by Klein, seconded by Manternach, carried unanimously to receive and refer the communication to the Health and Zoning Departments.

APPOINTMENT - BOARD OF HEALTH

Motion by Manternach, seconded by Klein, carried unanimously to re-appoint Valerie Peckosh to an unexpired three (3) year term ending December 31, 2015.

PERSONNEL REQUISITIONS

Motion by Manternach, seconded by Klein, carried unanimously to approve the personnel requisitions of Sunnycrest Manor for a permanent, full-time RN or LPN, a permanent, part-

time LPN or RN (2 positions) and a permanent, part-time nutrition worker; of the Treasurer a permanent, full-time clerk cashier; of Conservation temporary, part-time conservation aides (9 positions).

Motion by Manternach, seconded by Klein, carried unanimously to recess for five minutes.

WORKSESSION - WITH ZONING ADMINISTRATOR

ENTRANCE PERMIT - ROYAL OAKS DEVELOPMENT

Upon reconvening at 10:10 a.m., the Board met with Zoning Administrator Anna O'Shea and County Engineer Bret Wilkinson regarding an entrance permit variance for Royal Oaks Development. Mike Weber with Weber Surveying was present.

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

ENTRANCE PERMIT - PETER & AFTON OSTERBERGER

The Board met with Zoning Administrator Anna O'Shea and County Engineer Bret Wilkinson regarding an entrance permit for Peter and Afton Osterberger. Mr. Osterberger was present.

Motion by Klein, seconded by Manternach, carried unanimously to approve the variance contingent upon removal of the existing entrance.

WORKSESSION - WITH MEDIA

The Board met with media contacts regarding the publishing of county issues in newspapers. Present were Telegraph Herald Newsroom Editor Amy Gilligan and Staff Reporter Alicia Yager, Dyersville Commercial and Cascade Pioneer Editor Sara Millhouse and Staff Writer Will Cushman.

RESIDENCY DETERMINATION OF CLIENTS

Motion by Manternach, seconded by Klein, carried unanimously to approve Dubuque County legal settlement cases #196625, 158739, 166493, 160808, 164254, 196570, 196699, 163060 and 36753.

ADMISSIONS TO COMMUNITY-BASED FACILITIES

Motion by Klein, seconded by Manternach, carried unanimously to approve services for case #165286.

Motion by Klein, seconded by Manternach, carried unanimously to recess at 11:25 a.m. until 1:00 p.m.

Vice-Chairperson Klein called the meeting back to order with Supervisor Manternach present and Supervisor Demmer absent due to attending a Chamber of Commerce meeting.

GENERAL RELIEF HEARINGS

Motion by Manternach, seconded by Klein, carried unanimously to enter executive session with General Assistance Director Charlie Brimeyer and General Relief Caseworkers Michelle Fitzgibbons and Doug Slaats regarding case W-1-18.

Supervisor Demmer arrived at 1:10 p.m.

Upon returning to regular session, motion by Klein, seconded by Manternach, carried unanimously to approve February rent, if necessary, for case W-1-18 after staff contacting landlord regarding working with client on December and January rent.

Motion by Manternach, seconded by Klein, carried unanimously to enter executive session with General Assistance Director Charlie Brimeyer and General Relief Caseworkers Michelle Fitzgibbons and Doug Slaats regarding case D-4-47.

Upon returning to regular session, motion by Klein, seconded by Manternach, carried unanimously to deny services for case D-4-47.

Motion by Manternach, seconded by Klein, carried unanimously to enter executive session with General Assistance Director Charlie Brimeyer and General Relief Caseworkers Michelle Fitzgibbons and Doug Slaats regarding case P-4-46.

Upon returning to regular session, motion by Manternach, seconded by Klein, carried unanimously to approve February rent for case P-4-46.

Motion by Klein, seconded by Manternach, carried unanimously to recess at 1:58 p.m. until 3:00 p.m.

WORKSESSION - WITH CITY OF SAGEVILLE

Upon reconvening at 3:02 p.m., the Board met regarding the disposition and use of upcoming flood mitigated property from the City of Sageville. Present were Conservation Director Brian Preston, City of Sageville Mayor Don Recker, City Clerk Mary Habel, Council Member Ruth Esser-Recker, ECIA Community Development and Public Services Director Mark Schneider and Regional Planning Coordinator Nicole Turpin, and Leo Simon.

WORKSESSION - WITH CITY OF ASBURY

The Board met with the City of Asbury regarding county funding request for their Community Attraction Grant application. Present were City of Asbury Mayor Jim Adams, City Administrator Beth Bonz, Interim Library Director Eileen Scherrman and Library Board Chairperson Jeff Goldsmith.

Motion by Manternach, seconded by Klein, carried unanimously to approve an additional two (2) years of \$10,000 each year for the Community Attraction Grant application.

Motion by Klein, seconded by Manternach, carried unanimously to recess at 3:53 p.m. until Tuesday, February 11, 2014 at 1:00 p.m.

The Board reconvened at 1:00 p.m. on Tuesday, February 11, 2014, with all Board members present

FY15 BUDGET DELIBERATIONS

The Board met with County Auditor Denise Dolan regarding debt service. County Budget Director Michelle Patzner was present.

Ms. Patzner reviewed the project requests submitted by departments with the Board.

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

Motion by Klein, seconded by Manternach, carried unanimously to adjourn at 3:17 p.m. until Monday, February 24, 2014 at 5:30 p.m.

Wayne Demmer, Chair
Board of Supervisors

ATTEST:

Mona Manternach
Deputy Auditor

