

MINUTES OF MARCH 24 AND 27, 2014
DUBUQUE COUNTY BOARD OF SUPERVISORS
Present: Wayne Demmer, Daryl Klein and Eric Manternach
Chair Demmer called the meeting to order at 10:05 a.m.

WORKSESSION - REGARDING URBAN COUNTY COALITION

The Board met to discuss membership with the Urban County Coalition which is comprised of Black Hawk County, Johnson County, Linn County and Scott County. The Coalition is organized to jointly advocate for shared legislative priorities and develop solutions to issues of regional interest.

Present for the worksession were Linn County Director of Policy and Administration Darrin Gage, Linn County Supervisor Lu Barron, Black Hawk County Supervisor John Miller and County Budget Director Michelle Patzner.

MEETING - WITH ELECTED OFFICIALS AND DEPARTMENT HEADS

The Board met with elected officials and department heads for general discussion. Present were County Assessor Dave Kubik, County Treasurer Eric Stierman, Sheriff Don Vrotsos, Sheriff Chief Deputy Greg Egan, Zoning Administrator Anna O'Shea, Librarian Donell Hefel, Conservation Director Brian Preston, Conservation Administrative Assistant Danelle Schroeder, Emergency Management Director Tom Berger, Health Director Patrice Lambert, Veterans Affairs Director Charlie Brimeyer, CPC Jody Jansen, County Engineer Bret Wilkinson and County Budget Director Michelle Patzner.

Motion by Manternach, seconded by Klein, carried unanimously to recess at 12:13 p.m.

GENERAL ASSISTANCE

Upon reconvening at 1:00 p.m., motion by Klein, seconded by Manternach, carried unanimously to enter executive session with General Assistance Director Charlie Brimeyer, General Assistance Caseworker Doug Slaats and County Budget Director Michelle Patzner regarding case L-4-14.

Upon returning to regular session, motion by Manternach, seconded by Klein, carried unanimously to refer client to counseling and approve lot rent for April, subject to client paying utility bill and following through with counseling.

Motion by Klein, seconded by Manternach, carried unanimously to enter executive session with General Assistance Director Charlie Brimeyer, General Assistance Caseworker Doug Slaats and County Budget Director Michelle Patzner regarding case C-5-28.

Upon returning to regular session, motion by Klein, seconded by Manternach, carried unanimously to approve services for case C-5-28, subject to verification that client is still working at the end of April.

RESIDENCY DETERMINATION OF CLIENTS

Motion by Klein, seconded by Manternach, carried unanimously to approve services for cases #197444, 157198, 197441, 165106 and 197489.

WORKSESSION - WITH COUNTY AUDITOR

IT PROJECT IMPROVEMENT REVIEWS

The Board met with County Auditor Denise Dolan, Deputy Auditor Sue Breitbart, Network Administrator Alan Grant, GIS Coordinator Jeff Miller and Veterans Affairs Director Charlie Brimeyer regarding requests for new computers and monitors for Veterans Affairs, Personnel and Conservation.

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

Proposals were reviewed with the Board for a new plotter or repair of the existing plotter for the GIS Department.

Motion by Manternach, seconded by Klein, carried unanimously to approve the proposal for repair of the existing plotter in the amount of \$3,973.00 and a two year warranty in the amount of \$2,749.00.

There was also discussion regarding the job description for a new Information Technology Director.

PHONE SYSTEM PROJECT

County Auditor Denise Dolan updated the Board on the status of phone system project. Network Administrator Alan Grant was also present.

ABSENTEE VOTING

The Board met with Ms. Dolan, Deputy Commissioner of Elections Tom O'Neill and Gerda Preston Hartman regarding absentee voting costs.

The Board requested the Auditor's Office to compile information and costs for absentee voting in an election in order to provide the media and our legislators the information for possible changes at the State in regards to absentee voting.

WORKSESSION - WITH LIBRARY BOARD AND STAFF

The Board met with Interim Library Director Eileen Scherrman and Library Board Chairman Jeff Goldsmith regarding the hiring of a new Library Director and proposed salary for the position.

Ms. Scherrman and Mr. Goldsmith also updated the Board on the revised plan for the new Asbury Library project.

WORKSESSION - WITH COUNTY ENGINEER

The Board met with County Engineer Bret Wilkinson and Dennis Waugh from IIW Engineers regarding the changes to the elevation on the Herber Road bridge project.

Mr. Wilkinson also reviewed the quotes received for the rubber tired tractor.

Mr. Wilkinson told the Board that he spoke with Vogel Traffic Services regarding the pavement marking paint project they started last fall. Mr. Wilkinson was informed that paint prices will stay at the same level and Vogel would like to finish the project this spring.

There was general discussion regarding the entrance maintenance policy, the Mud Lake Road project, Swiss Valley Road and Key West Drive.

APPROVAL OF MINUTES OF MARCH 10, 2014

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

NOTICE OF PUBLIC HEARING - AMENDMENT TO ZONING ORDINANCE - ZC#03-02-14 - MARK & LORIE RINIKER - A-1 TO A-2

Motion by Klein, seconded by Manternach, carried unanimously to advertise for a public hearing to be held on Monday, April 7, 2014 at 9:00 a.m. in the Supervisors Chambers, Dubuque County Courthouse, 4th Floor, 720 Central Avenue, Dubuque for an Amendment to Zoning Ordinance - ZC#03-02-14 - Mark & Lorie Riniker - A-1 to A-2.

PROOF OF PUBLICATION - PROCUREMENT PROCEDURES

Motion by Manternach, seconded by Klein, carried unanimously to receive and file the proofs of publication for Request for Quotes for a current model heavy duty mechanical front wheel drive rubber tired tractor for the Dubuque County Highway Department and Request for Proposals for cleaning of the exterior windows of the Courthouse.

RECEIPT OF QUOTES/RECOMMENDATION FROM COUNTY ENGINEER FOR CURRENT MODEL HEAVY DUTY MECHANICAL FRONT WHEEL DRIVE RUBBER TIRED TRACTOR FOR DUBUQUE COUNTY HIGHWAY DEPARTMENT

County Engineer Bret Wilkinson read the following quotes into the record:

<u>VENDOR</u>	<u>YEAR & MAKE</u>	<u>AMOUNT</u>
Dyersville Equipment Co. Dyersville, IA	2013 John Deere 2014 John Deere	\$79,889 \$75,994
Helle Farm Equipment Dyersville, IA	2014 New Holland 2014 Massey Ferguson	\$68,140 \$65,307
Roeder Implement Dubuque, IA	2014 Case IH	\$72,000-38" tires \$75,000-34" tires
Schmitt Implement Holy Cross, IA	2012 New Zetor	\$67,450

Motion by Manternach, seconded by Klein, carried unanimously to table the recommendation for further information.

PROCLAMATION 14-001 - SEXUAL ASSAULT AWARENESS MONTH

NOW, THEREFORE, We the Board of Supervisors in and for Dubuque County, on behalf of all staff and citizens of Dubuque County, do hereby proclaim the month of April, 2014 as “Sexual Assault Awareness Month” in Dubuque County, Iowa and encourage all citizens to learn more about preventing sexual violence.

Motion by Manternach, seconded by Klein, carried unanimously to adopt Proclamation 14-001. Caitlyn Vrotsos from Riverview Center accepted the proclamation.

RECEIPT OF PROPOSALS - COURTHOUSE WINDOW WASHING

The following bid was received and read into the record:

Key City Window Cleaning

Exterior windows inside and outside - 1 st , 2 nd , 3 rd , 4 th & 5 th floors	\$12,000.00
Exterior windows - outside only for 1 st , 2 nd , 3 rd , 4 th & 5 th floors	3,100.00
Alternate for tracks and frames - 1 st to 5 th floors	2,350.00
Alternate for 10 windows - 5 th floor attic	200.00

Motion by Manternach, seconded by Klein, carried unanimously to receive and refer the bid to the Maintenance Director.

RESOLUTION 14-072 - FINAL PLAT OF DENLINGER FARM SUBDIVISION - SEC 5 - JEFFERSON TOWNSHIP

WHEREAS, there has been presented to the Dubuque County Board of Supervisors a Final Plat of Survey for Denlinger Farm Subdivision, a division of Lot 3 of Gansemer Farms, Section 5, T90N, R1E of the 5th PM, Jefferson Township, Dubuque County, Iowa; and

WHEREAS, said plat will create two (2) lots, namely Lot 1 and Lot 2 of Denlinger Farm Subdivision in Section 5, Jefferson Township, Dubuque County, Iowa; and

WHEREAS, said plat has been examined by Dubuque County Planning and Zoning Commission, Dubuque County Board of Health, Dubuque County Engineer, Dubuque County Treasurer and Dubuque County Plats Officer and has their approval endorsed thereon; and

WHEREAS, said plat has been examined by the Board of Supervisors of Dubuque County, Iowa, and they find the same conforms to the statutes and other regulatory ordinances and

resolutions.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Dubuque County, Iowa:

1. That the above described property is within the “A-1”, Agricultural district, thus subject to all the requirements of that district.
2. That the above described plat be and is hereby approved and the Chairperson of the Board of Supervisors is authorized and directed to endorse the approval of Dubuque County, Iowa upon said plat.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-072

RESOLUTION 14-073 - 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	PPT LPN	02/10/2014	Amanda Burnes	\$18.15
Sunnycrest	PPT Nutrition Worker	01/13/2014	Deborah Ritt	\$ 9.64
Sunnycrest	PPT Env Service Wkr	01/27/2014	Nikimba Collins	\$ 9.64
Auditor	TPT Elections Clerk	03/10/2014	Ann Correll-Haas	\$ 15.00
Auditor	TPT Elections Clerk	03/10/2014	Virginia Hoefer	\$ 15.00
Auditor	TPT Elections Clerk	03/10/2014	Jeanette Casel	\$ 15.00
Auditor	TPT Elections Clerk	03/10/2014	Kathy Ehrlich	\$ 15.00

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-073.

AMENDED RESOLUTION 14-071 - FY14 FUND TRANSFERS #3

WHEREAS, certain Fund Transfers were contained in the amendment to the Fiscal Year

2014 Budget, adopted on March 10, 2013.

NOW, THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors authorizes the following fund transfers:

From	To	Current Transfer Amount	Change	Amended Transfer Amount
General Basic	General Supplement	2,494,029	48,025	2,542,054
Rural Basic	Secondary Roads	3,349,782	-	3,349,782
Rural Basic	Library	442,244	(643)	441,601
Rural Basic	Zoning	196,732	1,668	198,400
Insurance	General Basic	20,000	1,000	21,000
General Supplement	Health Insurance Deductible	-	48,000	48,000

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Amended Resolution 14-071.

RESOLUTION 14-074 - APPROVE MEDICAL ASSOCIATES IP PSYCHOLOGY FEES FROM 4-1-14 THROUGH 6-30-14

BE IT RESOLVED that the Dubuque County Board of Supervisors approves the fee-for-service rates for Medical Associates Department of Psychology as described in the spreadsheet entitled “MEDICAL ASSOCIATES DEPARTMENT OF PSYCHOLOGY IN-PATIENT FEES – effective April 1, 2014 through June 30, 2014” for the provision of in-patient Psychiatry services to adults with disabilities who are the legal responsibility of Dubuque County.

Motion by Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-074.

RESOLUTION 14-075 - APPROVE CERTIFICATION OF FY2013 COST ALLOCATION PLAN FOR DHS LOCAL ADMINISTRATIVE SERVICES, INDIRECT COSTS FOR CHILD SUPPORT RECOVERY, JUVENILE DETENTION AT THE SHERIFF’S DEPARTMENT AND HEALTH DEPARTMENT

WHEREAS, Dubuque County Board of Supervisors has been presented with the Dubuque County 2013 Cost Allocation Plan prepared by Cost Advisory Services based on actual expenditures for the year ending June 30, 2013, which is used to determine indirect costs recoveries during FY2015 and;

WHEREAS, the Dubuque County FY2013 Cost Allocation Plan provides indirect cost recoveries during FY2015 for DHS Local Administrative Expenses, Dubuque County Child Support Recovery Unit, DHS services for the Juvenile Detention Program at the Dubuque County Jail and the Dubuque County Public Health Department; and

WHEREAS, upon receipt of the plan a Federal Certification Statement is required to be signed by Dubuque County due to the receipt of funds for federal grant programs.

NOW, THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors approves and authorizes the Chairperson to sign the Federal Certification Statement as required by Dubuque County due to the receipt of funds for federal grant programs.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-075.

RESOLUTION 14-076 - REQUEST FOR PAYMENT #2 FOR CDBG 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 \$ 16,276.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 2 in the amount of \$ 16,276 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 Klein, seconded by Manternach, carried unanimously to approve and authorize the Chair to sign Resolution 14-076.

RESOLUTION 14-077 - APPROVE 90 DAY TERMINATION NOTICES TO MHDS PROVIDERS

BE IT RESOLVED that the Dubuque County Board of Supervisors approves the Chairperson to sign 90 day written notification letters to terminate any provider and program agreements, rate negotiation schedules and or other written agreements for Dubuque County Mental Health Disability Disabilities (MHDS) service and program funding effective June 30, 2014.

Providers include but not limited to Area Residential Care, Crossroads Counseling Center, Hillcrest Family Services, Rhonda Gotto-Asbury Counseling, Joel Lightcap, LMHC, Medical Associates Clinic – Department of Psychiatry, Department of Correctional Services – Waterloo, Sunnycrest Manor, Finley Visiting Nurse Association and Mercy Medical Center – Dubuque.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-077.

RESOLUTION - APPROVE VENDOR AND NECESSARY DOCUMENTS FOR CURRENT MODEL HEAVY DUTY MECHANICAL FRONT WHEEL DRIVE RUBBER TIRED TRACTOR FOR THE DUBUQUE COUNTY HIGHWAY DEPARTMENT

Motion by Klein, seconded by Manternach, carried unanimously to table the resolution for further information.

RESOLUTION 14-078 - REQUEST FOR PAYMENT #50 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 \$ 4,413.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 50 in the amount of \$ 4,413 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 14-078.

RESOLUTION 14-079 - REQUEST FOR PAYMENT #57 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 \$ 73,832.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 57 in the amount of \$ 73,832 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 14-079.

RESOLUTION 14-080 - APPROVE SFY 2015 BYRNE JAG/RSAT GRANT APPLICATION FOR DUBUQUE DRUG TASK FORCE FUNDING

WHEREAS, Dubuque County has been presented with the grant application for the SFY15 Byrne-Justice Assistance Grant requesting \$139,286.95 to be applied to salaries and operational costs of the Dubuque Drug Task Force. The grant award is contingent on a 25% match to be split between Dubuque County and the City of Dubuque.

NOW, THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors approves the grant application for the SFY14 Byrne-Justice Assistance Grant requesting \$139,286.95 to be applied to salaries and operational costs of the Dubuque Drug Task Force.

Motion by Manternach, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 14-080.

PROOF OF PUBLICATION - ZONING CASES

Motion by Klein, seconded by Manternach, carried unanimously to receive and file the proofs of publication for Amendment to Zoning Ordinance - ZC#12-19-13 - Royal Oaks Development/Weber Surveying LLC - R-5 to R-3, Amendment to Zoning Ordinance - ZC#12-19-13 - Edwina Manders Estate/Michael Biedermann - A-1 to A-2 Cond. and Amendment to Zoning Ordinance - ZC#11-28-13 - Thomas & Karen Jaeger/Kevin Jaeger - B-1 to R-5.

COMMUNICATION - FROM CITY OF ASBURY REGARDING URBAN RENEWAL PLAN AMENDMENT AND NOTICE OF PUBLIC HEARING AND CONSULTING SESSION

Motion by Manternach, seconded by Klein, carried unanimously to receive and file the communication.

COMMUNICATION - COUNTY RECEIPT OF IDNR MANURE MANAGEMENT PLAN FOR AGRI-VEST, INC. AND JAKE SUPPLE

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

APPOINTMENTS - SUNNYCREST MANOR OPERATIONAL BOARD OF DIRECTORS

Motion by Klein, seconded by Manternach, carried unanimously to appoint Jan Imhof for a (2) two year term ending December 31, 2015.

Motion by Manternach, seconded by Klein, carried unanimously to appoint David Gaylor for a one (1) year term expiring December 31, 2014.

PERSONNEL REQUISITIONS

Motion by Klein, seconded by Manternach, carried unanimously to approve the personnel requisitions of Sunnycrest Manor for two (2) permanent, full-time CNA's, three (3) permanent, part-time CNA's and a permanent, full-time LPN or RN.

Motion by Manternach, seconded by Klein, carried unanimously to approve the personnel requisition of the Library for a permanent, full-time library director, as amended, and subject to Personnel Director's approval.

PUBLIC COMMENTS

Supervisor Demmer said he has received comments from the public in regards to the accomplishments this Board has achieved.

Motion by Manternach, seconded by Klein, carried unanimously to recess at 6:00 p.m. until Thursday, March 27, 2014 at 11:00 a.m.

The Board reconvened at 11:00 a.m. on Thursday, March 27, 2014 in the Board Chambers with Supervisors Klein and Manternach present. Board Chair Demmer joined the meeting by phone.

Vice-Chair Klein called the meeting to order.

PROCUREMENT PROCEDURES - RECEIPT/RECOMMENDATION FROM COUNTY ENGINEER FOR CURRENT HEAVY DUTY MECHANICAL FRONT WHEEL DRIVE RUBBER TIRED TRACTOR FOR THE DUBUQUE COUNTY HIGHWAY DEPARTMENT

County Engineer Bret Wilkinson explained the bids received and his recommendation.

RESOLUTION 14-081 - APPROVE VENDOR AND NECESSARY DOCUMENTS FOR CURRENT MODEL HEAVY DUTY MECHANICAL FRONT WHEEL DRIVE RUBBER TIRED TRACTOR FOR THE DUBUQUE COUNTY HIGHWAY DEPARTMENT

WHEREAS, quotes were received on March 19, 2014 for a current model heavy duty mechanical front wheel drive rubber tired tractor for the Dubuque County Highway Department and Roeder Implement of Dubuque submitted a quote of \$ 72,000 for a 2014 Case Maxum 115 tractor and;

WHEREAS, the County Engineer has reviewed said quotes and recommends Dubuque County accept the quote as submitted by Roeder Implement.

NOW, THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors of Dubuque County, Iowa hereby approve and direct the Vice-Chairperson to sign the necessary documents, upon the receipt of the signed documents from the vendor, for the heavy duty mechanical front wheel drive rubber tired tractor.

Motion by Manternach, seconded by Demmer, carried unanimously to approve and authorize the Chair to sign Resolution 14-081.

RESOLUTION 14-082 - APPROVE 90 DAY TERMINATION NOTICE TO IOWA DEPARTMENT OF HUMAN SERVICES - TARGETED CASE MANAGEMENT SERVICES

BE IT RESOLVED that the Dubuque County Board of Supervisors approves the Chairperson to sign the 90 day written notification letter to terminate Targeted Case Management Services between Dubuque County and the Iowa Department of Human Services effective June 30, 2014.

Motion by Manternach, seconded by Demmer, carried unanimously to approve and authorize the Chair to sign Resolution 14-082.

Motion by Manternach, seconded by Klein, carried unanimously to adjourn at 11:20 a.m. until Monday, April 7, 2014 at 9:00 a.m.

Wayne Demmer, Chair
Board of Supervisors

ATTEST:

Mona Manternach
Deputy Auditor

