

MINUTES OF MAY 11, 2015
DUBUQUE COUNTY BOARD OF SUPERVISORS
Present: Tom Hancock and Wayne Demmer
Absent: Daryl Klein
Vice-Chair Hancock called the meeting to order at 8:07 a.m.

WORKSESSION - WITH COUNTY ENGINEER STAFF

The Board met with staff from the County Engineer's Office. Present were Maintenance Superintendent Chad Danielson, Surveyor Wyatt Anderson, Engineer Technicians Merle Ambrosy, Kurt Rojemann and Matt Sullivan, Contractor Dennis Kearney and Sherrill Mayor Dave Beringer.

The staff identified 3 locations where PCC pavement on Sherrill/Balltown Road need to be replaced. Drawings of all locations were presented. These repairs will need to go out for bid as one project to get a better price and will have night time closures because the road will be down to one lane. The cost would be approximately \$60,000 to \$65,000 to repair.

Mayor Beringer said the City is going to do some crack repairs in town and there are cracks in an apron coming into Sherrill on the south side that are approximately 100 feet in length. Mayor Beringer asked if the County would pick up the cost of those repairs. He estimated the repairs would be a few hundred dollars. Danielson said the County would take care of those repairs.

Danielson said that he needs to notify the union to start the four ten hour days summer work schedule which would begin the week after Memorial Day and end the week before Labor Day.

Motion by Demmer, seconded by Hancock, carried unanimously to approve the summer working schedule for the Road Department.

Damages to Kluesner and Tom Lucas Roads by ITC while doing utility work were discussed. ITC assured Danielson they would be hauling in rock to fix the damages to those roads.

Clarence Kramer, 10833 Utah Street, Dubuque addressed the Board regarding the letter he received from the Interim County Engineer on the parking of his vehicles on county right of way. Supervisor Demmer told Mr. Kramer the Board would have to contact the County Attorney for an opinion on this issue.

The Board continued their discussion with the Road Department staff on damages to roads by ITC utility equipment.

Danielson told the Board they paved the end of Monastery Road and received a quote from Selco to stripe the road. He said he will need the paperwork signed to get on the schedule.

Supervisor Demmer and Mr. Danielson updated Supervisor Hancock on the meeting they had with Soil Commissioner Eric Schmechel and Ron McCarthy from NRCS. A permit to work in the right of way on Fagan Road was issued to Cliff Pfab to control erosion problems. After the work was completed, the Road Department returned to the area to seed and put rock in the ditch to divert the water, which was the responsibility of Mr. Pfab. Mr. Pfab has since placed blocks up against the box culvert and was advised to remove them. To date, Mr. Pfab has not removed them and has placed more blocks in the area. Danielson said he will work towards getting the blocks removed.

Last meeting there was a discussion regarding a resident that lives at the intersection of Asbury Road and Sundown Ridge Court who is requesting hedge plants be replaced on his property. He is now requesting the county to haul topsoil in because the grass is not as good as it was before the work on his back slope was completed. Kearney said unless it is a designated area that would have been in the plans, we would just apply seed on the area. The Board will follow normal policy and only replace the plants as originally discussed.

As requested by the Board, Danielson gave an estimate on replacing two bridges and a 3 inch overlay on Hales Mill Road. His estimate for two double barrel boxes was \$610,000 and a 3 inch overlay for \$338,600, assuming the road stays within the existing right of way.

Supervisor Hancock said he met with Interim County Engineer Anthony Bardgett, and other Road Department staff and IIW staff, regarding the Mud Lake Road project. Several issues including the design and additional purchase of right of way were discussed.

Danielson said there is a driveway on St. Catherine Road that is going to give them problems when they do the seal coat project. The road had to be raised in preparation for the seal coating and the resident's concrete driveway runs out to the edge of the road and will be lower than the road. Danielson said we could shape the road a bit, but cannot match the driveway with the road. County policy only allows driveway replacement if it is a new construction and not for an overlay so the resident will have to be notified that he will be responsible for the cost of replacing the edge of his driveway.

Sullivan said he had sent an e-mail to Taylor Construction regarding the damage to the wing wall and has not heard back from them.

Motion by Demmer, seconded by Hancock, carried unanimously to send a letter to Taylor Construction requesting them to respond as to how they plan on fixing the damage to the wing wall.

APPROVAL OF MINUTES OF MEETING OF APRIL 27, 2015

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

CONSENT ITEMS

IDNR Manure Management Plan/Update from Reiter Feedlot; Renewal of Class BB beer permit - Epworth Sportsmens Gun Club; Renewal of Class BB beer permit - Mid Mart, Inc.; County receipt of IDNR Updated Manure Management Agreements for Recker Farm South/Agri-Vest, Inc.

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

NOTICE OF PUBLIC HEARING - HMA 4" NEW PAVING ON ASBURY ROAD FROM FIVE POINTS ROAD EAST TO BUDD ROAD, PROJECT LFM-16(01)-7X-31

Motion by Demmer, seconded by Hancock, carried unanimously to advertise for a public hearing to be held on Tuesday, May 26, 2015 at 5:30 p.m. in the Supervisors Chambers at the Dubuque County Courthouse, 4th Floor, 720 Central Avenue, Dubuque, concerning the HMA 4" new paving project on Asbury Road from Five Points Road east to Budd Road, Project LFM-16(01)-7X-31.

NOTICE OF PUBLIC HEARING - FY15 BUDGET AMENDMENT #3

Motion by Demmer, seconded by Hancock, carried unanimously to advertise for a public hearing to be held on Tuesday, May 26, 2015 at 5:30 p.m. in the Supervisors Chambers at the Dubuque County Courthouse, 4th Floor, 720 Central Avenue, Dubuque concerning the FY15 Budget Amendment #3.

NOTICE OF PUBLIC HEARING - DECREASE IN DEPARTMENTAL APPROPRIATIONS

Motion by Demmer, seconded by Hancock, carried unanimously to advertise for a public hearing to be held on Tuesday, May 26, 2015 at 5:30 p.m. in the Supervisors Chambers at the Dubuque County Courthouse, 4th Floor, 720 Central Avenue, Dubuque, concerning the decrease in departmental appropriations.

PROCUREMENT PROCEDURES

Motion by Demmer, seconded by Hancock, carried unanimously to receive and file the proofs of publication for one (1) new 2015 Ford police interceptor utility, 4 door AWD.

REPORTING OF BIDS AND RECOMMENDATION FROM SHERIFF FOR NEW 2015 FORD POLICE INTERCEPTOR UTILITY, 4 WHEEL DRIVE

Sheriff Chief Deputy Greg Egan read the bids into the record.

<u>VENDOR</u>	<u>BID</u>
<u>Victory Ford</u> Dyersville, IA	\$27,144
<u>Mike Finnin Ford LLC</u> Dubuque, IA	\$27,446

Chief Deputy Egan, along with Sheriff Don Vrotsos, recommend accepting the bid from Victory Ford.

Motion by Demmer, seconded by Hancock, carried unanimously to receive and file the bids and approve the recommendation of Chief Deputy Egan and Sheriff Vrotsos.

NOTICE TO BIDDERS - HMA 4" NEW PAVING ON ASBURY ROAD FROM FIVE POINTS ROAD TO BUDD ROAD, PROJECT LFM-16(01)-7X-31

Motion by Hancock, seconded by Demmer, carried unanimously to advertise for a bid opening to be held on Tuesday, May 26, 2015 at 5:30 p.m. in the Supervisors Chambers, Dubuque County Courthouse, 4th Floor, 720 Central Avenue, Dubuque for the HMA 4" new paving on Asbury Road (Five Points Road to Budd Road), Project LFM-16(01)-7X-31 for the Dubuque County Highway Department.

RESOLUTION 15-100 - 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 PI /CNA	04-27-15	Kiana Clemons	\$11.84
Sheriff	PPT Correctional Officer	10-20-14	David Ostendorf	\$21.58
Conservation	TPT Conservation Aide	01-26-15	John Hoffman	\$ 9.00
Roads/Conservation	TPT Engineering Aide	03-30-15	Nicholas Banwarth	\$11.00
IT Admin	PFT Network Administrator	03-23-15	Nicolae Ilie	\$51,127.03

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-100.

DAMAGE CLAIM - SHAWNA AUDERER

Motion by Demmer, seconded by Hancock, carried unanimously to receive and refer the claim to the County Attorney to submit to the insurance company.

RESOLUTION 15-101 - APPROVE ONE YEAR RENEWAL OF RELIAS LEARNING AGREEMENT FOR MANDATORY EMPLOYEE EDUCATION AT SUNNYCREST MANOR

WHEREAS, Dubuque County has been presented with a one-year Renewal Agreement with Relias Learning for mandatory education for Sunnycrest Manor employees; and

WHEREAS, the agreement term is July 1, 2015 through June 30, 2016 with an annual subscription cost of \$11,646.

NOW, THEREFORE, BE IT RESOLVED THAT the Dubuque County Board of Supervisors approve the agreement and authorizes the Vice-Chair to sign the agreement.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-101.

RESOLUTION 15-102 APPROVE PLANS AND SPECIFICATIONS FOR HMA 4" NEW PAVING ON ASBURY ROAD FROM FIVE POINTS ROAD EAST TO BUDD ROAD, PROJECT LFM-16(01)–7X-31

WHEREAS, plans and specifications have been prepared by Dubuque County and approved by the Interim Dubuque County Engineer for the HMA 4" new paving project on Asbury Road from Five Points Road east to Budd Road, Project LFM-16(01)–7X-31,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa hereby approve the plans and specifications for said project.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-102.

RESOLUTION 15-103 - APPROVE NECESSARY DOCUMENTS WITH CONNOLLY CONSTRUCTION, INC. FOR BRIDGE REPAIR, EROSION CONTROL PROJECT ON SIX BRIDGES IN DUBUQUE COUNTY, PROJECT L-DHRS19-73-31

WHEREAS, bids were received on April 27, 2015 for the bridge repair, erosion control project on six bridges in Dubuque County, Project L-DHRS19-73-31 and Connolly Construction, Inc., Peosta, Iowa submitted the low bid of \$258,062.12, and

WHEREAS, the Interim Dubuque County Engineer has reviewed the bids and recommends accepting the bid submitted by Connolly Construction, Inc.,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa hereby approve and direct the Chair to sign the necessary contract documents, upon receipt of the signed documents from the Contractor, for the bridge repair, erosion control project on six bridges.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-103.

RESOLUTION 15-104 - APPROVE NECESSARY DOCUMENTS WITH CONNOLLY CONSTRUCTION, INC. FOR BRIDGE REPAIR, EROSION CONTROL PROJECT ON FIVE BRIDGES IN DUBUQUE COUNTY, PROJECT L-DHIR21-73-31

WHEREAS, bids were received on April 27, 2015 for the bridge repair, erosion control project on five bridges in Dubuque County, Project L-DHIR21-73-31 and Connolly Construction, Inc., Peosta, Iowa submitted the low bid of \$41,717.71, and

WHEREAS, the Interim Dubuque County Engineer has reviewed the bids and recommends accepting the bid submitted by Connolly Construction, Inc.,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa hereby approve and direct the Chair to sign the necessary contract documents, upon receipt of the signed documents from the Contractor, for the bridge repair, erosion control project on five bridges.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-104.

RESOLUTION 15-105 - APPROVE NECESSARY DOCUMENTS WITH GANSEN EXCAVATING, INC. FOR BRIDGE REPAIR, EROSION CONTROL PROJECT ON LAKE ELEANOR ROAD BRIDGE IN DUBUQUE COUNTY, PROJECT L-DHIR22-73-31

WHEREAS, bids were received on April 27, 2015 for the bridge repair, erosion control project on Lake Eleanor Road Bridge S-1203, Project L-DHIR22-73-31 and Gansen Excavating, Inc., Dubuque, Iowa submitted the low bid of \$29,597.10, and

WHEREAS, the Interim Dubuque County Engineer has reviewed the bids and recommends accepting the bid submitted by Gansen Excavating, Inc.,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa hereby approve and direct the Chair to sign the necessary contract documents, upon receipt of the signed documents from the Contractor, for the bridge repair, erosion control project on Lake Eleanor Road Bridge S-1203.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-105.

RESOLUTION 15-106 - APPROVE PROJECT L-B818-73-31 NEW RCB TWIN BOX CULVERT ON FLOYD ROAD AS COMPLETED AND ACCEPTED

WHEREAS, Dubuque County awarded the contract for Project L-B818-73-31, new RCB twin box culvert on Floyd Road, in the amount of \$318,244.20, to K Construction, Inc., who completed construction work on July 8, 2014 with final construction costs of \$324,842.53 and 50 working days,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa, upon the recommendation of the Interim Dubuque County Engineer, concur that said project is hereby certified as completed and accepted.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-106.

RESOLUTION 15-107 - REQUEST FOR PAYMENT #67 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 \$ 75,000,

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 67 in the amount of \$ 75,000 to be submitted to the Iowa Department of Economic Development. Upon receipt of payment, the County will remit to ECIA.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-107.

RESOLUTION 15-108 - REQUEST FOR PAYMENT #82 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 \$ 187,500.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 82 in the amount of \$ 187,500 to be submitted to the Iowa Department of Economic Development. Upon receipt of payment, the County will remit to ECIA.

Motion by Demmer, seconded by Hancock, carried unanimously to approve and authorize the Chair to sign Resolution 15-108.

RESOLUTION - APPROVE LEASE FOR ELECTION ANNEX AND MEDICAL EXAMINER AT 590 IOWA STREET

Motion by Demmer, seconded by Hancock, carried unanimously to table the resolution until the worksession with the Auditor later in the meeting.

COMMUNICATION - FROM CITY OF DYERSVILLE REGARDING CONSULTATION FOR URBAN RENEWAL AMENDMENT FOR THE CONSOLIDATED DYERSVILLE ECONOMIC DEVELOPMENT DISTRICT

Motion by Demmer, seconded by Hancock, carried unanimously to receive and file the communication.

COMMUNICATION - FROM CITY OF DUBUQUE REGARDING CONSULTATION FOR THE AMENDED URBAN RENEWAL PLAN FOR DUBUQUE INDUSTRIAL CENTER ECONOMIC DEVELOPMENT DISTRICT

Motion by Demmer, seconded by Hancock, carried unanimously to receive and file the communication.

APPOINTMENTS - LIBRARY BOARD

Motion by Hancock, seconded by Demmer, carried unanimously to appoint James McCoy, Tim Wilgenbusch and Jeffrey S. Goldsmith.

PERSONNEL REQUISITIONS

Motion by Demmer, seconded by Hancock, carried unanimously to approve the personnel requisitions for the Sheriff for a permanent, full-time control room operator and of the Treasurer a permanent, full-time clerk/cashier.

Motion by Demmer, seconded by Hancock, carried unanimously to recess at 9:15 a.m. until 9:45 a.m.

WORKSESSION - WITH AUDITOR

Upon reconvening at 9:46 a.m., the Board met with County Auditor Denise Dolan and Deputy Commissioner of Elections Tom O'Neill to discuss the proposed lease for the election office annex and Medical Examiner's office.

An opinion from the County Attorney was presented stating concerns and questions regarding the lease.

O'Neill will confer with the landlord to acquire answers from the County Attorney opinion.

EXECUTIVE SESSION - PER IOWA CODE 21.5©

Motion by Demmer, seconded by Hancock, carried unanimously to enter executive session

with Zoning Administrator Anna O'Shea, Attorney Les Reddick, County Attorney Ralph Potter, Budget Director Michelle Patzner and Administrative Assistant Mary Ann Specht pursuant to Iowa Code Section 21.5©.

EXECUTIVE SESSION - PER IOWA CODE 21.5©

Upon returning to regular session, motion by Demmer, seconded by Hancock, carried unanimously to enter executive session with County Attorney Ralph Potter, Administrative Assistant Mary Ann Specht and Budget Director Michelle Patzner pursuant to Iowa Code Section 21.5©.

Upon returning to regular session, motion by Demmer, seconded by Hancock, carried unanimously to recess at 10:47 a.m.

GENERAL RELIEF HEARINGS

Upon reconvening at 12:15 p.m., motion by Demmer, seconded by Hancock, carried unanimously to enter executive session with General Relief Caseworker Doug Slaats regarding case S-10-20.

Upon returning to regular session, motion by Hancock, seconded by Demmer, carried unanimously to approve services for case S-10-20.

Motion by Demmer, seconded by Hancock, carried unanimously to enter executive session with General Relief Caseworker Doug Slaats regarding case B-10-25.

Upon returning to regular session, motion by Demmer, seconded by Hancock, carried unanimously to approve services for case B-10-25.

Motion by Demmer, seconded by Hancock, carried unanimously to enter executive session with General Relief Caseworker Doug Slaats regarding case C-5-32.

Upon returning to regular session, motion by Demmer, seconded by Hancock, carried unanimously to approve services for case C-5-32.

Motion by Demmer, seconded by Hancock, carried unanimously to enter executive session with General Relief Caseworker Doug Slaats regarding case H-9-44.

Upon return to regular session, motion by Demmer, seconded by Hancock, carried unanimously to deny services for case H-9-44.

Motion by Demmer, seconded by Hancock, carried unanimously to enter executive session with General Relief Caseworker Doug Slaats regarding case H-9-40.

Upon returning to regular session, motion by Demmer, seconded by Hancock, carried unanimously to table case H-9-40.

Motion by Demmer, seconded by Hancock, carried unanimously to enter executive session with General Relief Caseworker Doug Slaats regarding case Z-1-21.

Upon returning to regular session, motion by Hancock, seconded by Demmer, carried unanimously to deny services for case Z-1-21.

Motion by Demmer, seconded by Hancock, carried unanimously to recess at 1:45 p.m.

WORKSESSION - WITH WHISPURRING HOPE

The Board met with Vicky Ruefer and April Hoskins from Whispurring Hope regarding county animals shelter services. Sheriff Don Vrotsos, Captain Dale Snyder and County Budget Director Michelle Patzner were present.

Patzner presented an analysis of animal control services the county provided in FY13, FY14 and an estimate of FY15. She suggested funding Whispurring Hope for \$15,000 to cover all County rescues delivered by the Sheriff and picked up by Whispurring Hope upon the Sheriff Department's request. Whispurring Hope will retain any adoption fees received from county rescues to cover county rescues over \$15,000.

A one year contract will be drafted starting July 1, 2015. Thank you letters will be sent to the veterinarians in appreciation for their services provided to the county for animal control services.

WORKSESSION - WITH COUNTY BUDGET DIRECTOR

Upon reconvening at 2:03 p.m., the Board met with County Budget Director Michelle Patzner regarding Dubuque County Procurement Card usage.

Patzner updated the Board on the usage of the procurement card by county departments and explained how the card works in regards to payment and claims.

Motion by Demmer, seconded by Hancock, carried unanimously to recess at 2:55 p.m. until Tuesday, May 26, 2015 at 5:30 p.m.

Daryl Klein, Chair
Board of Supervisors

ATTEST:

Mona Manternach
Deputy Auditor