

MINUTES OF MAY 23, 2016
DUBUQUE COUNTY BOARD OF SUPERVISORS
Present: Daryl Klein, Jay Wickham, Wayne Demmer
Chair Demmer called the meeting to order at 10:30 a.m.

MEETING WITH ELECTED OFFICIALS AND DEPARTMENT HEADS

The Board met with elected officials and department heads for discussion. Present were Zoning Administrator Anna O'Shea, Conservation Board Director Brian Preston, Naturalist Katlyn Moeller, City Assessor Rick Engelken, County Assessor Dave Kubik, Veterans Affairs/General Relief Director Randy Rennison, MHDS Regional Coordinator Jody Jansen, County Emergency Management Director Tom Berger, Sheriff Don Vrotsos, County Engineer Anthony Bardgett, Treasurer Eric Stierman, Sunnycrest Plant Supervisor Rick Streif, Budget Director Michelle Patzner, Personnel Director/Administrative Assisant Mary Ann Specht and Library Director Michael Wright.

GENERAL ASSISTANCE HEARINGS

Motion by Klein seconded by Wickham, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case G-4-34.

Upon returning to regular session, motion by Klein, seconded by Wickham, carried unanimously, to deny case G-4-34.

Motion by Klein, seconded by Wickham, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case H-8-35.

Upon returning to regular session, motion by Wickham, seconded by Klein to deny assistance for case H-8-35.

Motion by Wickham, seconded by Klein, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case S-10-30.

Upon returning to regular session, motion by Klein, seconded by Wickham to deny assistance for case S-10-30.

Motion by Klein, seconded by Wickham, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan and Nicole Fens Hillcrest IHH Representative regarding case D-5-15.

Upon returning to regular session, motion by Klein, seconded by Wickham, carried unanimously, to assist D-5-15 with \$661 lot rent thru June minus St Vincent DePaul assistance plus July lot rent if necessary.

Motion by Wickham, seconded by Klein, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case K-2-6.

Upon returning to regular session, motion by Wickham, seconded by Klein, carried unanimously, to assist case K-2-6 with \$625 May rent.

Motion by Klein, seconded by Wickham, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case H-10-5.

Upon returning to regular session, motion by Wickham, seconded by Klein, carried unanimously, to deny assistance to case H-10-5.

Motion by Wickham, seconded by Klein, carried unanimously, to return to executive session with General Assistance Caseworkers Doug Slaats, Nick Agan, regarding case H-10-6.

Upon returning to regular session, motion by Klein, seconded by Wickham, carried unanimously, to table action for assistance to case H-10-6 until the next meeting.

Motion by Klein, seconded by Wickham, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case M-10-22.

Upon returning to regular session, motion by Klein, seconded by Wickham, carried unanimously, to assist case M-10-22 \$240 rent minus what another source provides.

Motion by Klein, seconded by Wickham, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case M-10-21.

Upon returning to regular session, motion by Klein, seconded by Wickham, carried unanimously, to assist case M-10-21 with \$475 rent. Grandmother also present.

Motion by Klein, seconded by Wickham, carried unanimously, to enter executive session with General Assistance Caseworkers Doug Slaats and Nick Agan regarding case L-5-11.

Motion by Wickham, seconded by Klein, carried unanimously, to deny case L-5-11.

EXECUTIVE SESSION PER IOWA CODE 21.5(1)(J)

Motion by Wickham, seconded by Klein, carried unanimously, to enter executive session with consultant Gordy Mills and Dave Kubicek regarding possible office space.

Motion by Klein, seconded by Wickham, carried unanimously to recess until 4:00 p.m.

WORKSESSION WITH ZONING ADMINISTRATOR

ENTRANCE PERMITS

Upon reconvening at 4:00 p.m., the Board met with Zoning Administrator Anna O'Shea and Bobby Fangman regarding an entrance permit for Top R Farms LLC to widen existing entrance.

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

Zoning Administrator Anna O'Shea and Dan Lawler met with the Board regarding an entrance permit for Horsfield Materials. They are requesting a third entrance to gain access to the sand pit.

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

WORKSESSION WITH COUNTY ENGINEER-

The Board met with County Engineer Anthony Bardgett and Conservation Director Brian Preston who discussed Heritage Trail signs at crossings and directions to the Trail. Conservation would pay for the signs and Secondary Roads would install them. Conservation would also reimburse Roads for the posts.

Ted Freiburger, Roads, discussed a snow blower the Cedar Rapids airport has for sale. This is a 1994 OshKosh for 95K, ours is a '62. Motion by Klein to negotiate a better price if possible and trade ours, seconded by Wickham, carried unanimously to purchase.

Anthony informed the Board our John Deere excavator is in need of 12K in repairs. He demoed a John Deere and a CAT. He prefers the 2012 John Deere for 95K plus 30K trade. Anthony explained he has 300K in this budget for a few items he thought he would purchase then didn't. Motion by Wickham to authorize purchase, seconded by Klein, carried unanimously.

Wickham asked Anthony how many tons of road salt we have on hand. Anthony stated we are full however; if kept covered it stays good. The bid came in at \$68.83 per ton for 4500 tons. Motion by Klein to approve the recommendation of the Engineer to order the full 4500 tons from Morton Salt, Inc, seconded by Wickham, carried unanimously.

Anthony received a request from Timberline Golf Course about directional signage on Sundown Road. Board discussed this as advertising and should be paid 100% by the business owner.

Anthony then gave his engineer's report. He asked about the worker's working four-ten hour days from Memorial Day to Labor Day. Klein said this has worked in the past and it keeps moral up.

Motion by Klein to recess at 5:28 p.m. seconded by Wickham, carried unanimously.

The Board, with all Supervisors present, reconvened at 5:30 p.m.

APPROVAL OF MINUTES OF MEETING OF MAY 9, 2016

Motion by Klein, seconded by Wickham, carried unanimously, to approve the minutes of the May 9, 2016 meeting.

CONSENT ITEMS

Fireworks Permit for Thunder Hills Country Club, Manure Management Plan Update from the Jason Wolfe Hogsite and renewal Class LC liquor license for Graceland Tavern LLC

Motion by Klein, seconded by Wickham, carried unanimously, to approve the above listed consent items.

PUBLIC HEARINGS

Motion by Wickham, seconded by Klein, carried unanimously, to receive and file the proof of publication for Budget Amendment #3.

Chair Demmer opened the public hearing to hear questions and comments about Budget Amendment #3. Budget Director Patzner explained the final changes. Motion by Klein to close the public hearing, seconded by Wickham, carried unanimously.

Chair Demmer opened the public hearing to hear questions and comments about the decrease in departmental appropriations. Budget Director Patzner explained the changes in expenses between the departments. Motion by Klein to close the public hearing, seconded by Wickham, carried unanimously.

Motion by Klein to approve budget amendment #3, seconded by Wickham, carried unanimously.

Motion by Wickham to approve resolution approving FY '16 appropriations amendment #3, seconded by Klein, carried unanimously.

Motion by Klein to approve resolution approving FY '16 fund transfer #4, seconded by Wickham, carried unanimously.

Chair Demmer opened the public hearing to hear questions and comments in regards to the equipment for wireless network at Sunnycrest Manor. Nathan Gilmore was not present. Budget Director Patzner explained the wi-fi will be installed to better use electronic health records software.

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

PROOFS OF PUBLICATION

Motion by Klein, seconded by Wickham, carried unanimously, to receive and file the proof of publication for Request for Proposals – Equipment for wireless network at Sunnycrest Manor.

PROCUREMENT PROCEDURES

Motion by Wickham to approve Request for Quotes-Ethanol blended gasoline (gasohol) and premium biodiesel fuel for Highway Department, seconded by Klein, carried unanimously.

Motion by Klein to approve Request for Proposals-Furnish and apply pavement marking paint for Highway Department, seconded by Wickham, carried unanimously.

Motion by Wickham to approve Request for Quotes-Installation of rotary boom mower to be mounted on a John Deere tractor for Highway Department, seconded by Klein, carried unanimously.

Motion by Klein to approve Request for Quotes-Two (2) 2017 Western Star 1700 series tandem trucks: dump boxes, power angle plows, tailgate spreaders, patrol wings and all hydraulics to operate all functions for the Highway Department, seconded by Wickham, carried unanimously.

RESOLUTION 16-137 - APPROVING FINAL PLAT FOR GINDORFF SUBDIVISION SECTION 36, VERNON TOWNSHIP

WHEREAS, there has been presented to the Dubuque County Board of Supervisors a Final Plat of Survey for, GINDORFF SUBDIVISION, a division of Lot 1-1 and Lot 2-1 of the SE ¼ SW ¼ except the West 24 feet, all in Section 36, T89N, R1E, of the 5th PM, Vernon Township, Dubuque County, Iowa; and

WHEREAS, said final plat will replat two (2) lots into two (2) new lots, namely Lot 1 and Lot 2 of Gindorff Subdivision in Section 36, Vernon Township, Dubuque County, Iowa; and

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

WHEREAS, said final 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:

Section 1. That the above described property is within the R-1, Rural Residential district, thus subject to all the requirements of that district.

Section 2. That the above described final 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 final plat.

Motion by Wickham, seconded by Klein, carried unanimously, approve and authorize the Chair to sign Resolution 16-137.

RESOLUTION 16-138 - APPROVING FINAL PLAT OF SCHROBILGEN PLACE, SECTION 16, CENTER TOWNSHIP

WHEREAS, there has been presented to the Dubuque County Board of Supervisors a Final Plat of Survey for SCHROBILGEN PLACE, comprised of the W ½ of the NW ¼ NW ¼ and the North 14 2/3 acres of the E ½ of the NW ¼ NW ¼ all of Section 16, T89N, R1E, of the 5th PM, Center Township, Dubuque County, Iowa; and

WHEREAS, said final plat will create two (2) lots, namely Lot 1 and Lot 2 of Schrobilgen Place Section 16, Center Township, Dubuque County, Iowa; and

WHEREAS, said final plat has been examined and approved by the City of Asbury and the City of Asbury Planning and Zoning Commission; and

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

WHEREAS, said final 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:

Section 1. That the above described property is within the A-1, Agricultural and R-1, Rural Residential districts, thus subject to all the requirements of those districts.

Section 2. That the above described final 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 final plat.

Motion by Klein, seconded by Wickham, carried unanimously, to approve and authorize the Chair to sign Resolution 16-138.

RESOLUTION 16-139 - APPROVING FINAL PLAT OF KEMP ADDITION, SECTION 19, MOSALEM TOWNSHIP

WHEREAS, there has been presented to the Dubuque County Board of Supervisors a Final Plat of Survey for KEMP ADDITION, comprised of the NW ¼ NE ¼ (except Lot 1 of the NW ¼ NE ¼) Section 19, T88N, R3E, of the 5th PM, Mosalem Township, Dubuque County, Iowa; and

WHEREAS, said final plat will create two (2) lots, namely Lot 1 and Lot 2 of Kemp Addition Section 19, Mosalem Township, Dubuque County, Iowa; and

WHEREAS, said final plat has been examined and approved by the City of Dubuque Planning Services; and

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

WHEREAS, said final 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:

Section 1. That the above described property is within the R-2, Single Family Residential and B-2, Highway Business districts, thus subject to all the requirements of those districts. Agricultural and R-1, Rural Residential districts, thus subject to all the requirements of those districts.

Section 2. That the above described final 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 final plat.

Motion by Wickham, seconded by Klein, carried unanimously, to approve and authorize the Chair to sign Resolution 16-139.

RESOLUTION 16-140 - 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
Conservation	TPT Urban Youth Corp Leader	04-25-16	Joseph Specht	\$15.00
Roads	PFT Maintenance Worker	04-11-16	Randy Schueller	\$22.02
Sunnycrest	PPT CNA	03-30-16	Dallas Kroeger	\$12.41

Motion by Klein, seconded by Wickham, carried unanimously, to approve and authorize the Chair to sign Resolution 16-140.

RESOLUTION 16-141 - REQUEST FOR REVISED PAYMENT # 80 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 Iowa Economic Development Authority (IEDA) has requested the East Central Intergovernmental Association (ECIA) prepare a revised Request for Payment report #80 in the amount of \$ 486,391.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the revised Request for Payment Report #80 in the amount of \$ 486,391

to be submitted to the Iowa Department of Economic Development. Upon receipt of payment, the County will remit to ECIA.

Motion by Wickham, seconded by Klein, carried unanimously, to approve and authorize the Chair to sign Resolution 16-141.

RESOLUTION 16-142 - REQUEST FOR PAYMENT #93 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 \$ 223,886.

NOW THEREFORE BE IT RESOLVED that the Dubuque County Board of Supervisors hereby approves the Request for Payment Report # 93 in the amount of \$ 223,886 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 Wickham, carried unanimously, to approve and authorize the Chair to sign Resolution 16-142.

RESOLUTION 16-143 - APPROVING NECESSARY DOCUMENTS WITH GEISLER BROTHERS CO FOR THE COURT HOUSE HVAC UPGRADE PROJECT

WHEREAS, bids were received on May 4, 2016 for the Court House HVAC upgrade project and Geisler Brothers Company, Dubuque, Iowa submitted the low bid of \$488,841 and

WHEREAS, the Dubuque County Maintenance Superintendent has reviewed the bids and recommends accepting the bid submitted by Geisler Brothers Co.,

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 with Geisler Brothers Co., in the amount of \$488,841

Motion by Wickham, seconded by Klein, carried unanimously, to approve and authorize the Chair to sign Resolution 16-143.

RESOLUTION 16-144 - APPROVING AMENDMENT #1 FOR THE FY 2016 IDOT SECONDARY ROAD FIVE YEAR CONSTRUCTION PROGRAM

WHEREAS, unforeseen circumstances have arisen since adoption of the approved Secondary Road Construction Program, and previous revisions, requiring changes to the sequence, funding and timing of the proposed work plan.

The Board of Supervisors of Dubuque County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project (s) in the accomplishment year (State Fiscal Year 2016), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instruction Memorandum 2.050.

Motion by Klein, seconded by Wickham, carried unanimously, to approve and authorize the Chair to sign Resolution 16-144.

RESOLUTION 16-145 - APPROVING AMENDMENT #2 FOR THE FY 2016 IDOT SECONDARY ROAD BUDGET

WHEREAS, the Dubuque County Secondary Road Department has completed their Amendment #2 for the FY 2016 Secondary Road Budget, and

WHEREAS, the Dubuque County Board of Supervisors approved the amendment to the Secondary Road Department Budget as part of the Dubuque County Budget Amendment #3 on May 23, 2016, and

WHEREAS, under Section 309 of the Code of Iowa, the Dubuque County Board of Supervisors must submit these approved documents to the Iowa Department of Transportation,

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa hereby approve and direct the Chair to sign the Amendment #2 for the FY 2016 Secondary Road Budget and it be submitted to the Iowa Department of Transportation.

Motion by Wickham, seconded by Klein, carried unanimously, to approve and authorize the Chair to sign Resolution 16-145.

RESOLUTION 16-146 - APPROVING NECESSARY DOCUMENTS WITH RIVER CITY PAVING FOR THE HMA RESURFACING/COLD-IN-PLACE RECYCLING; ON RUPP HOLLOW RD, NORTH BANKSTON RD AND CLEAR CREEK RD, PROJECT LOST-17 (04)-73-31

WHEREAS, bids were received on May 9, 2016 for the HMA Resurfacing/Cold-In-Place Recycling Paving on Rupp Hollow Road, North Bankston Road, Clear Creek Road, Project LOST-17(04)—73-31 and River City Paving, Dubuque, Iowa submitted the low bid of \$1,868,780.92, and

WHEREAS, the Dubuque County Engineer has reviewed the bids and recommends accepting the bid submitted by River City Paving.

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 with River City Paving for the HMA Resurfacing/Cold-In-Place Recycling Paving on Rupp Hollow Road, North Bankston Road, Clear Creek Road in the amount of \$1,868,780.92.

Motion by Klein, seconded by Wickham, carried unanimously, to approve and authorize the Chair to sign Resolution 16-146.

RESOLUTION 16-147 – APPROVING NECESSARY DOCUMENTS WITH BARD MATERIALS, RIVER CITY STONE, AND WENDLING QUARRIES TO SUPPLY AND DELIVER MAINTENANCE ROCK

WHEREAS, proposals were received on May 9, 2016 to supply and deliver maintenance rock to various county roadways for the Dubuque County Highway Department, and

WHEREAS, the following have supplied Dubuque County with the low proposed prices:

DISTRICT	TONS	PER TON	SUPPLIER
M-2	4,211	\$7.24	River City Stone
M-3	3,920	\$6.73	Wendling Quarries
M-4	3,797	\$7.39	River City Stone
M-5	3,835	\$7.24	River City Stone
M-6	3,968	\$7.39	River City Stone
M-7	3,816	\$7.24	River City Stone
M-9	3,909	\$7.49	Bard Materials
M-13	4,050	\$7.09	River City Stone

WHEREAS, the Dubuque County Engineer has reviewed the proposals and recommends accepting the proposals as submitted,

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 Contractors, to supply and deliver maintenance rock.

Motion by Wickham, seconded by Klein, carried unanimously, to approve and authorize the Chair to sign Resolution 16-147.

RESOLUTION 16-148 – APPROVING NECESSARY RIGHT-OF-WAY DOCUMENTS WITH PROPERTY OWNERS FOR THE PAPE ROAD BRIDGE PROJECT

WHEREAS, it is necessary to secure additional right-of-way for the bridge replacement on Pape Road, Project L-B 17(04)—73-31.

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa, hereby approve and direct the Chair to sign the necessary right-of-way documents with property owners for the Pape Road bridge project.

Motion by Klein, seconded by Wickham, carried unanimously, to approve and authorize the Chair to sign Resolution 16-148.

RESOLUTION 16-149 – APPROVING NECESSARY RIGHT-OF-WAY DOCUMENTS WITH PROPERTY OWNERS FOR THE SLEEPY HOLLOW ROAD BRIDGE PROJECT

WHEREAS, it is necessary to secure additional right-of-way for the bridge replacement on Sleepy Hollow Road, Project L-B 17(07)—73-31.

THEREFORE BE IT RESOLVED that the Board of Supervisors of Dubuque County, Iowa, hereby approve and direct the Chair to sign the necessary right-of-way documents with property owners for the Sleepy Hollow Road bridge project.

Motion by Wickham, seconded by Klein, carried unanimously to approve and authorize the Chair to sign Resolution 16-149.

COMMUNICATIONS

PROOF OF PUBLICATION - ZONING CASES

- 1) ZC # 04-15-16 – Nicholas & Marjorie Gindorff & Nancy Wahlert Declaration of Trust A-1 Agricultural to R-1 Rural Residential.
- 2) ZC#04-16-16 Dale & Charlenen Rolwes A-1 Agricultural to A-2 Agricultural Residential
- 3) ZC#04-17-16 Wayne Demmer Revocable Trust Etal & Joan Demmer Revocable Trust A-1 Agricultural to A-2 Agricultural Residential

Motion by Klein, seconded by Wickham, carried unanimously, to receive and file the above-mentioned proof of publication for zoning cases.

ANNEXATION

State of Iowa City Development Board regarding voluntary annexation Case #US16-08 Centralia.

Motion by Wickham, seconded by Klein to receive and file, carried unanimously.

PERSONNEL REQUISITIONS

Motion by Klein, seconded by Wickham, carried unanimously, to approve the personnel requisitions for a permanent full-time Life Enrichment Supervisor and for a permanent full-time Clinical Scheduler at Sunnycrest Manor.

PUBLIC COMMENTS

Sandy Gassman, 403 W Main Street, Epworth. As mayor of the City of Epworth she understands the city council has no jurisdiction over Midwest Organics located along Hwy 20 between Epworth and Farley. She would like to make the Board aware there will be a request for the County to address the smell issue in the near future.

Motion by Klein, seconded by Wickham, carried unanimously, to adjourn at 6:25 p.m. until 9:00 a.m. on Monday, June 13, 2016.

Wayne Demmer, Chair
Board of Supervisors

ATTEST:

Mary Habel
Dubuque County Deputy Auditor