

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING  
TUESDAY, JANUARY 23, 2018**

Chairperson Abe Miller called the meeting to order at 9:30 a.m. in the Courthouse chambers in regular session. Items on the agenda included: approval of agenda; Eastern Iowa Tourism Association report; General Assistance quarterly report; Veterans Affairs quarterly report; discussion and action regarding contract with Louisa County related to assistance to individuals applying for veterans benefits; personnel change request – Sheriff; personnel change request – Public Health; Washington County Public Library Association annual report and funding request; Hawkeye Community Action Program annual report and funding request; Washington County Mini Bus annual report and funding request; PAWS & More Animal Shelter annual report and funding request; Semi-Annual Report and Quarterly Fee Report – Treasurer; discussion and action regarding a lease agreement with the Iowa Eighth Judicial District Department of Correctional Services for office space; quarterly report – Auditor; public comment; adjournment. Supervisors Stan Stoops, Bob Yoder, Jack Seward, Jr., and Richard Young were also present.

Others attending were: Mary Zielinski, The News; Xiomara Levsen, Washington Evening Journal; Sally Hart, KCII Radio; Jo Greiner, County Recorder; Chauncy Moulding, Asst. County Attorney; Danielle Pettit-Majewski, County Public Health Director; Jeff Garrett, County Treasurer; Cyndie Sinn, County IT/Budget Director; Jennine Wolf, County Environmental Health Director; Sue Rich, County General Assistance/Veteran Affairs Director; Amber Talbot and Sheila Hanson, PAWS & More Animal Shelter; Cris Gaughan, Washington County Mini Bus; Fred Stark, Eastern Iowa Tourism Association; Anne Skaden, Carol Wilkins, and Debbie Stanton, Washington County Public Library Association; Amber Williams, Board of Supervisors Administrative Assistant; and citizens Denny Stalder, Charlotte Stalder, Karyl Miller, Bill Miller, Bette Brant, and Les Zickefoose.

All motions were passed unanimously by those Supervisors in attendance unless noted otherwise.

On motion by Yoder, seconded by Young, the Board voted to approve the agenda as published.

Fred Stark, who serves as Washington County's representative on the Eastern Iowa Tourism Association, updated the Board with regard to the various activities and endeavors of the Association. Besides active efforts by state and local groups to increase tourism Stark specifically cited Washington County Riverboat Foundation grants as being very instrumental in creating and enhancing tourist attractions in Washington County. He also listed reduced retail fuel costs as another reason for increased tourism. Stark expressed concern about the coming year's State Tourism Association's budget based on the fact that the group's annual budget for the current year was slashed by over 14%, from \$120,000 to \$105,000, from the previous year. The Board took no formal action.

General Assistance Director Sue Rich reported that during the recently concluded 2<sup>nd</sup> quarter of the current fiscal year General Assistance paid \$866.71 in benefits to 11 successful applicants. On motion by Seward, seconded by Stoops, the Board voted to acknowledge receipt of the quarterly General Assistance report. The complete report is available in the office of the Washington County Auditor.

Veteran Affairs Executive Secretary Sue Rich reported that during the recently concluded 2<sup>nd</sup> quarter of the current fiscal year Veterans Affairs paid a total of \$1,749.48 in benefits to 14 successful applicants. On motion by Stoops, seconded by Yoder, the Board voted to acknowledge receipt of the quarterly Veterans Affairs report. The complete report is available in the office of the Washington County Auditor.

On motion by Seward, seconded by Yoder, the Board voted to table action regarding proposed contracts with Louisa County related to assistance to those applying for veteran's benefits.

On motion by Stoops, seconded by Young, the Board voted to approve, and authorize the Chairperson to sign, a personnel change request from the Office of Sheriff for the hiring of Zach Haworth as an on-call Reserve Deputy at the rate of \$12.00 per hour effective January 23, 2018. The County Auditor is hereby authorized to issue pay warrants upon proper certification from the Department Head.

On motion by Seward, seconded by Young, the Board voted to approve, and authorize the Chairperson to sign, a personnel change request from Public Health for Lucinda Johnson as a full-time Home Health Aide at the rate of \$13.00 per hour effective February 1, 2018. The County Auditor is hereby authorized to issue pay warrants upon proper certification from the Department Head.

Debbie Stanton, Anne Skaden, and Carol Wilkins, on behalf of the Washington County Public Library Association (WCPLA), recapped FY17 activity at the three county libraries which are located in Wellman, Washington, and Kalona. For the year there were 24,791 rural checkouts (3.09 checkouts per resident) and the year ended with 2,441 total rural cardholders (30.4% of rural population). Highlights for the year included expansion of the Wellman Public Library in terms of space, grant funding from the Kalona Community Heritage project to enable the digitizing of historic photos located at the Kalona Public Library, and the Washington Public Library initiating a bilingual library program and being awarded a grant from the National Science Foundation to be used to offset expenses related to a Science Saturday book club series. Stanton, Skaden, and Wilkins expressed appreciation for past funding and requested county funding in the amount of \$165,000.00 for FY19 which is the same level of county funding as that of the current fiscal year. The Board took no formal action.

Representatives of the Hawkeye Community Action Program (HACAP) were unable to attend the meeting and thus there was no report from HACAP representatives and the Board took no formal action.

Cris Gaughan presented the FY17 funding report for Washington County Mini Bus (WCMB). According to the report, funding sources were as follows: 27% from fares, 31% from East Central Iowa Council of Governments, 31% from

local option sales tax, 9% from Washington County, 1% from the City of Kalona, and 1% from miscellaneous donations. With a budget of \$773,000 for the current fiscal year WCMB provides approximately 225 scheduled rides each day and approximately 78 "call-in rides". Overall during FY17, WCMB provided 67,835 rides and traveled 300,799 miles. WCMB has 3 full-time employees, 22 part-time employees, and a fleet of 17 buses with approximately 11 to 13 buses in service each day. Gaughan pointed out that WCMB is a demand and response transportation service which means that WCMB vehicles do not necessarily operate on a fixed schedule. Such mode of operation requires less advance notification and increased flexibility for its passengers. Gaughn also shared that facility renovations are planned which include remodeling and soundproofing offices, addition of a restroom, and enlargement of the vehicle service bay which will enable buses to be washed inside rather than outside. The enlargement will also allow more service work to be completed on site. The Board took no formal action regarding Gaughan's \$60,000.00 funding request for FY19 which is a \$10,000.00 increase from the level of county funding for the current fiscal year. The Board suggested a fare increase should perhaps be considered as Gaughn indicated when asked that it had been approximately 8 to 10 years since fares had been increased. The complete report is available in the office of the Washington County Auditor.

Amber Talbot and Sheila Hansen, representing PAWS & More Animal Shelter, were present to seek financial support in order to continue the group's purpose of providing animal control services for Washington County. Talbot presented figures which included the receipt of 813 animals in 2017, 799 animals in 2016, 695 animals in 2015, 605 animals in 2014, 583 animals in 2013, 711 animals in 2012, 578 animals in 2011, and 737 animals in 2010. The annual funding request amount for PAWS & More Animal Shelter is arrived at as follows: number of animals accepted from Washington County only, multiplied by the current average daily boarding fee of \$15/day, multiplied by the first seven days the animal is in the care of the shelter. It was noted that the boarding fee per day of \$15 is less than the average amount charged by county-wide clinics. Also, the seven day time period is the state law for how long an impounded animal is to be kept prior to adoption or euthanasia. Based on the funding formula that was presented, the calculation is as follows: 252 county animals x \$15 (boarding fee) x 7 days = \$26,460.00, plus \$600.00 reimbursement for 15 pick-ups that were provided at a cost of \$40.00 per call, resulting in a total funding request amount of \$27,060.00 for FY19. Talbot acknowledged the valuable assistance of Washington Veterinarian Wendy Miller as well as the Regional Spay and Neuter Clinic in Cedar Rapids for their assistance in providing quality services at a very reasonable cost. The Board took no formal action regarding the \$27,060.00 funding request from PAWS & More Animal Shelter.

County Treasurer Jeff Garrett presented the Board with the Semi-Annual Statement of Accounts by Funds for the period July 1, 2017 through December 31, 2017. Garrett explained to the Board that page one of the report lists beginning balances of all funds which total \$13,397,532.23, total receipts of \$31,798,527.46, total disbursements of \$31,748,527.46, ending Treasurer's balances which total \$13,447,284.35, outstanding warrants totaling \$397,104.91, and finally the various Auditor's balances which total \$13,050,179.44. Page two of the report provided detail of the \$13,447,284.35 Treasurer's balance while page 3 showed total revenue of \$32,582,239.24, adjusted expenditures of \$32,884,478.28, and an ending balance of \$13,447,284.35. The full report is available in the office of the Washington County Treasurer. On motion by Seward, seconded by Young, the Board voted to acknowledge the semi-annual Treasurer's Statement of Accounts by Funds for the period of July 1 through December 31, 2017.

On motion by Seward, seconded by Young, the Board voted to acknowledge the Treasurer's Quarterly Fee Report and to authorize the Chairperson to sign the report on behalf of the Board. Highlights of the report, presented by Jeff Garrett, included total motor vehicle fees of \$2,045,626.41 collected during the 2<sup>nd</sup> quarter of FY18, with Washington County retaining \$75,176.99 (3.68%) of that total. Garrett provided the following fee retention schedule: 4% of registration fees, \$2.50 per certificate of title, 60% of security interest notation fees, \$1.00 or 100% if greater than \$1.00 for new registrations, 5% of organ donor fund donations, \$15.00 per suspension, \$3.00 for postage to mail license plates, and \$7.00 for each driver's license issued. The report included \$20.00 as the net total of other fees collected, resulting in a grand total of \$75,196.99 in fees retained during the quarter. The entire report is available in the office of the Washington County Treasurer.

On motion by Yoder, seconded by Young, the Board voted to approve a lease with the Iowa Eighth Judicial District Department of Correctional Services for office space in Building #3 at Orchard Hill and to authorize the Chairperson to sign the lease on behalf of the Board. The three-year lease calls for monthly lease payments of \$650.00 with the first such payment due February 1, 2018. Washington County shall pay the cost of all utilities and services while the Department of Correctional Services shall pay for all telephone costs related to the office space.

On motion by Seward, seconded by Stoops, the Board voted to acknowledge receipt of the County Auditor's report for the 2<sup>nd</sup> quarter of FY18 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by County Auditor Daniel Widmer, reflected revenues for the quarter in the amount of \$1,965.00. Of this total, \$1,545.00 resulted from transfer fees, \$360.00 came from the sale of plat books, \$39.00 resulted from providing election services, \$15.00 from copies, \$1.00 GIS Services, and \$5.00 resulted from the sale of E911 maps. The complete report is available in the office of the Washington County Auditor.

There was no discussion from those in attendance.

At 10:39 a.m. on motion by Seward, seconded by Stoops, the Board voted to adjourn.

ATTEST:  
JANUARY 23, 2018

ABE C. MILLER  
Chairperson, Board of Supervisors

DANIEL L. WIDMER  
County Auditor