

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING  
TUESDAY, APRIL 18, 2017**

Chairperson Richard Young called the meeting to order at 9:30 a.m. in the Courthouse chambers in regular session. Items on the agenda were: discussion and possible action regarding hazard mitigation planning and grant administration services; discussion and possible action regarding 28E Agreement with Southeast Iowa Link (SEIL) Mental Health and Disability Services; discussion and possible action regarding CHOICES Drop-in Center community garden; quarterly Report - Sheriff; Quarterly Fee Report – Treasurer; Personnel change request – Board of Supervisors; Personnel change request – Auditor; Personnel change requests – Conservation; Discussion and possible action regarding tobacco use and vapor cigarette use on County property; Discussion and possible action regarding remodeling of 3<sup>rd</sup> floor of Washington County Courthouse; open discussion regarding items approved by Board Chairperson; closed session - per Code of Iowa Chapter 21.5 (1)(j) – to discuss the purchase of particular real estate; adjourn. Supervisors Stan Stoops, Jack Seward, and Bob Yoder were also present. Supervisor Abe Miller was absent.

Others attending were: Xiomara Levsen, Washington Evening Journal; Mary Zielinski, Kalona News; Sally Hart, KCII Radio; Jennine Wolf, County Environmental Health Director; John Gish, County Attorney; Cyndie Sinn, County IT/Budget Director; Jo Greiner, County Recorder; Jeff Garrett, County Treasurer; Jacob Thorius, County Engineer; Bobbie Wulf and Jill Boileau, CHOICES Drop-In Center; Bill Fiordelise, County Sheriff's Office; Amber Williams, Board of Supervisors Administrative Assistant; and citizens Les Zickefoose, Tom Duwa, Bette Brant, Karyl Miller, and Bill Miller.

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

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

On motion by Seward, seconded by Stoops, the Board voted to approve and authorize the Chairperson to sign a hazard mitigation planning agreement with the East Central Iowa Council of Governments (ECICOG) for grant administration services. The effective starting date for the agreement shall be April 18, 2017 and the anticipated performance period of the grant associated with the project will end January 19, 2019. Young stated that he had learned in speaking with ECICOG and State of Iowa officials that the total cost to prepare the updated multi-jurisdictional hazard mitigation plan would not exceed \$30,000 and that in-kind donations would not satisfy the local match requirement of \$7,500. Instead, \$7,500 will need to be budgeted and paid in the future. Seward stated that a multi-jurisdictional hazard mitigation plan is needed in order to qualify for FEMA funds should a disaster occur in Washington County.

With regard to a new 28E agreement with Southeast Iowa Link (SEIL) Mental Health and Disability Services, Seward informed his fellow Supervisors that at the SEIL meeting held on April 12, 2017, the draft agreement was approved by the SEIL Board. Seward added that the approved agreement was the same as the draft agreement he presented to the Supervisors on April 4, 2017 except for minor corrections involving language, punctuation, grammar, and format. Seward stated he believes the agreement, in final form, will be ready for Board consideration at its meeting scheduled for April 25, 2017. On motion by Seward, seconded by Stoops, the Board voted to table formal action related to a 28E Agreement with Southeast Iowa Link (SEIL) Mental Health and Disability Services.

On behalf of CHOICES Drop-In Center, Bobbie Wulf and Jill Boileau were present to discuss the possibility of clients of CHOICES using county-owned land near HACAP on Lexington Boulevard for a community garden. CHOICES is run by First Resources Corporation, with the center being funded by South East Iowa Link (SEIL) Mental Health and Disability Services. As proposed by Wulf and Boileau the garden would be prepared, tilled, maintained, and cleared by clients of CHOICES as well as individuals in temporary housing. In turn such individuals would receive the mature produce from the garden. Transportation to and from the CHOICES Drop-In Center located at 114 W. Second St. in Washington would be the responsibility of CHOICES as would providing water, if needed, to the garden. In short, all related costs would be the responsibility of CHOICES. According to Wulf and Boileau, the total space of the garden would be somewhat equal to the size of the Boardroom with each participating individual being allocated approximately a 4' by 8' space. On motion by Stoops, seconded by Yoder, the Board voted to approve a garden at HACAP.

On motion by Stoops, seconded by Seward, the Board voted to acknowledge receipt of the Washington County Sheriff's quarterly report for the 3<sup>rd</sup> quarter of FY 2016-17. The report, presented by Bill Fiordelise with the Sheriff's Office, included a beginning balance of \$6,595.80, total receipts including unallocated funds in the amount of \$71,399.11, total disbursements of \$59,385.15, and an ending balance of \$18,609.76. The complete report is available in the office of the Washington County Auditor.

County Treasurer Jeff Garrett presented the FY 2016-17 3<sup>rd</sup> quarter Washington County Treasurer's Report of Fees Collected. Highlights of the report included total motor vehicle fees of \$1,947,049.76 collected during the quarter ending March 31, 2017, with Washington County retaining \$68,968.43 (3.5%) 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 per suspension, \$3.00 for postage to mail license plates, and \$7.00 for each driver's license issued. The report included \$197.00 as the net total of other fees collected, resulting in a grand total of \$69,165.43 in fees retained during the quarter. On motion by Seward, seconded by Stoops, the Board voted to acknowledge the FY 2016-17 3<sup>rd</sup> quarter Washington County Treasurer's Report of Fees Collected and to authorize the Chairperson to sign the report on behalf of the Board. The complete report is available in the office of the Washington County Auditor.

On motion by Yoder, seconded by Stoops, the Board voted to approve, and authorize the Chairperson to sign, a personnel change request from the Washington County Board of Supervisors for the hiring of Aaron Wulf as temporary

Washington County Weed Commissioner, for the period of May 16, 2017 through September 15, 2017, at the rate of \$400 per month plus approved expenses. Wulf will serve as Washington County Weed Commissioner in addition to his full-time duties as an employee of the Washington County Building and Grounds Department.

On motion by Stoops, seconded by Seward, the Board voted to approve, and to authorize the Chairperson to sign, a personnel change request from Buildings and Grounds for James Charles (Chuck) Doughty whose last day of employment occurred March 31, 2017.

On motion by Seward, seconded by Stoops, the Board voted to approve, and to authorize the Chairperson to sign, a personnel change request from Washington County Conservation for Lee Applegate whose last day of employment occurred January 1, 2017.

On motion by Yoder, seconded by Stoops, the Board voted to approve, and to authorize the Chairperson to sign, a personnel change request from Washington County Conservation for the hiring of Adrianna Pacha as a temporary summer aide, effective May 1, 2017 through August 30, 2017, at the rate of \$10 per hour. The County Auditor is hereby authorized to issue pay warrants upon proper certification from the Department Head.

On motion by Seward, seconded by Stoops, the Board voted to approve, and to authorize the Chairperson to sign, a personnel change request from Washington County Conservation for the hiring of Steve Libe as a casual part-time employee, effective April 18, 2017, at the rate of \$10 per hour. The County Auditor is hereby authorized to issue pay warrants upon proper certification from the Department Head.

The Board took up discussion regarding establishing a no smoking policy for county property. Young cited instances when smokers outside the west entrance of the Courthouse, especially during a court trial recess, block the sidewalk and in the process impede access to and from the door. Young also stated cigarette butts were a problem in the area around the west Courthouse entrance. Stoops suggested establishment of a smoking area. Discussion followed on exactly which property should be covered by a smoking policy. County Engineer Jacob Thorius articulated that Iowa Code states that smoking is forbidden on all county-owned property and County Attorney John Gish agreed. Seward questioned how such code is enforced and added that he would like to get further input from the County Attorney. The Board took no formal action.

On motion by Seward, seconded by Stoops, the Board voted to acknowledge a quote from Renoux Builders, Washington, in the amount of \$2,874.19 for labor and materials necessary to build a dividing wall in the Law Library located on the 2<sup>nd</sup> floor of the Courthouse which will result in two conference rooms. The estimate includes a new door and one electrical receptacle on each side of the wall as well as painting. It was pointed out that with the wide use of law books on line, the current library is obsolete and no longer needed.

At 10:07 a.m. on motion by Seward, seconded by Stoops, the Board voted by way of roll call vote to go into closed session per Code of Iowa Chapter 21.5 (1)(j) – to discuss the purchase of particular real estate.

At 10:37 a.m. the Board returned to open session and on motion by Yoder, seconded by Stoops, the Board voted to adjourn.

ATTEST:  
APRIL 18, 2017

RICHARD L. YOUNG  
Chairperson, Board of Supervisors

DANIEL L. WIDMER  
County Auditor