

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING  
TUESDAY, JUNE 26, 2018**

Chairperson Abe Miller called the meeting to order at 9:00 a.m. in the Courthouse chambers in regular session. Items on the agenda included the following: approval of agenda; possible purchase of Federation Bank building; letter of support for Washington County YMCA for application for funding assistance from Enhance Iowa for building construction; Washington County Recycling update – Lynn Whaley, WEMIGA Waste Systems; appointment of Veterans Affairs Commissioner; weekly report – County Engineer; review bids and award contract for Triple Reinforced Concrete Box Culvert project FM-C092(97)--55-92 on Orange Ave southeast of Richmond; personnel change requests – Sheriff; application for Class C Beer Permit (BC) - Four Corners Fuel, Ainsworth; application for Special Event Class B (BB) (includes wine coolers) liquor license - Backpocket Brewing, LLC, Coralville; secondary road use request – Eastern Iowa Sledheads DBA Stumptown Tractor Ride; Secondary road Use request – Shiloh; Resolution 18-25 for appropriations authorization for FY19; Resolution 18-26 for designation of assigned funds for FY19; Resolution 18-27 for disbursement of county funds; Resolution 18-28 for disbursement of county funds; Resolution 18-29 for interfund operating transfer to secondary road fund; Resolution 18-30 for interfund operating transfer; Resolution 18-31 for disbursement of county funds; county employee departmental wage recommendations for FY19; FY19 longevity wage schedule and FY19 departmental step increases; starting time for future Board of Supervisors meetings; public comment. Supervisors Stan Stoops, Richard Young, and Bob Yoder were also present. Supervisor Jack Seward, Jr. participated by telephone.

Others attending were: Mary Zielinski, The News; Sally Hart, KCII Radio; David Hotle, Washington Evening Journal; Chauncey Moulding, Asst. County Attorney; Shawn Ellingson, County Sheriff's Office; Marissa Reisen, County Emergency Management Director; Danielle Pettit-Majewski, County Public Health Director; Michelle Hyman, Deputy Auditor; Cyndie Sinn, County IT/Budget Director; Jo Greiner, County Recorder; Sue Rich, County Veteran Affairs/General Assistance Director; Lynn Whaley, WEMIGA Waste Systems; Amy Schulte, Washington County YMCA; Amber Williams, Board of Supervisors Administrative Assistant; and citizens Bill Miller, Tom Dayton, Charlotte Stalder, Denny Stalder, Teri Hartzler, Edward Weeks, Angela Goodwin, and Les Zickefoose.

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

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

Regarding the possible purchase of property located at 102 East Main in Washington and owned by Federation Bank, Miller shared that after touring the building Sarah Coleman, a Project Architect with Martin Gardner Architects, was of the preliminary opinion that the building could accommodate the offices of the Auditor, Treasurer, Recorder, Assessor, Public Health, and GIS. The Board also discussed seeking a commercial appraisal. The Board took no formal action.

On motion by Young, seconded by Seward, the Board voted to prepare a draft letter of support for the Washington County YMCA's efforts to obtain an Enhance Iowa grant which would be used to help finance a new YMCA facility in Washington.

Lynn Whaley, on behalf of WEMIGA Waste Systems, briefed the Board on recent activity at the Washington County Recycling Center during the month of May 2018. During the month WEMIGA processed 75.53 landfill tons, 33.56 recyclable tons, 22 appliances, 23 televisions and other electronic devices, 19 tires, and 6 gallons of used oil. Total landfill tons for the month of May 2017 were 83.53. Future projects include installation of a concrete drive, repair of fencing damaged by a fallen tree, and repair of rafters damaged by a recycling truck. Progress is also being made with revising the 28E Agreement to respond to the situation of WEMIGA having to pay to dispose of recyclables as well as the appointment of an individual to monitor recyclable values. The Board took no formal action.

On motion by Stoops, seconded by Yoder, the Board voted to reappoint Jeff Johnston to a three-year term on the Washington County Veteran Affairs Commission, effective July 1, 2018.

County Engineer Jacob Thorius shared that during the past week Secondary Roads staff maintenance activities included blading rock and dirt roads, hauling rock, cutting brush, road shoulder maintenance, replacing crossroad pipe with minor ditching, replacing entrance pipe repairing tile, repairing Vine Avenue (Old Highway 218), and sign installation. Construction work included continued work on the Riverside Road, the 275th St. Bridge, 220th St (G36), and beginning grinding work on Highway W47 (Coppock Road). The Board took no formal action.

Two bids were submitted with regard to a contract for a Triple Reinforced Concrete Box Culvert project FM-C092(97)--55-92 on Orange Ave southeast of Richmond. One bid was received from Iowa Bridge & Culvert, L.C., Washington, for a total of \$436,648.25. The other bid was received from Jenco Construction, Inc., Des Moines, for a total of \$581,921.95. The project is in the Washington County Five Year Road Plan and will replace a narrow and posted bridge. The late start date for the project is July 23, 2018. On motion by Yoder, seconded by Stoops, the Board voted to accept the bid from Iowa Bridge and Culvert, L.C., in the amount of \$436,648.25, for a Triple Reinforced Concrete Box Culvert project FM-C092(97)--55-92 on Orange Ave southeast of Richmond and to authorize the Chairperson to sign pertinent documents on behalf of the Board.

On motion by Stoops, seconded by Young, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Sheriff for a change in employment classification for Karen Witzenburg from casual part-time to full-time, effective June 26, 2018.

On motion by Young, seconded by Yoder, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Sheriff for Ed Arbogast who retired effective June 18, 2018.

On motion by Young, seconded by Stoops, the Board voted to approve a Special Class C Beer Permit (BC) application, including Class B Native Wine Permit and Sunday Sales, for Four Corners Fuel, located at 3112 Highway 92, Ainsworth. The license is for the period of August 14, 2018 to August 13, 2019. On motion by Stoops, seconded by Seward, the Board voted to approve a Special Event 5 Day Class B Beer (BB) (includes wine coolers with outdoor services) liquor license application for Backpacket Brewing, LLC, Coralville, effective July 26, 2018 through July 30, 2018. Deputy Sheriff Shawn Ellingson expressed no issues regarding the applications.

On motion by Young, seconded by Stoops, the Board voted to approve an application for a secondary road use permit from Eastern Iowa Sledheads. The permit is related to an event scheduled for July 14, 2018 from 8:00 a.m. until 4:30 p.m. The event will consist of a tractor ride with participants starting in River Junction and then following a route that will take them through Lone Tree, Conesville, Columbus Junction, and Haskins before returning to River Junction.

On motion by Yoder, seconded by Stoops, the Board voted to approve a request for a secondary road use permit received from Shiloh for July 4, 2018, from 7:30 a.m. until 11:00 a.m. The permit is related to an event involving approximately 50 to 70 individuals who will be walking and/or running along a route that includes 133<sup>rd</sup> Street and Nutmeg Avenue.

On motion by Young, seconded by Yoder, the Board voted by way of roll call vote to approve Resolution 18-25 as follows and to authorize the Chairperson to sign Resolution 18-25 on behalf of the Board.

**RESOLUTION 18-25  
WASHINGTON COUNTY APPROPRIATIONS AUTHORIZATION  
FISCAL YEAR 2019**

**BE IT RESOLVED** by the Board of Supervisors of Washington County, Iowa that the following appropriations are authorized to departments by expenditure during Fiscal Year 2019 as indicated:

00	Operating Accounts	3,152,890
01	Board of Supervisors	341,307
02	Auditor	528,823
03	Treasurer	502,423
04	County Attorney	607,103
05	Sheriff	4,315,076
07	Recorder	239,957
20	Secondary Roads	6,977,232
21	Veterans Affairs	83,762
22	Conservation	1,319,335
23	Public Health	1,563,240
24	Environmental Health	254,080
25	Mental Health Disability Service	832,183
26	Department of Human Services	15,400
27	General Assistance	25,827
28	Medical Examiner	97,000
38	Outreach	88,225
39	Economic Development	33,118
51	Buildings & Grounds	467,564
52	Information Technology	320,671
53	Subdivision Planning	50,575
54	GIS Services	254,500
99	Non Departmental	5,304,125
	<b>Total</b>	27,374,416

On motion by Stoops, seconded by Seward, the Board voted by way of roll call vote to approve Resolution 18-26 as follows and to authorize the Chairperson to sign Resolution 18-26 on behalf of the Board.

**RESOLUTION 18-26**

**Designation of Assigned Funds for FY 2018-2019**

**WHEREAS**, the Washington County Board of Supervisors acknowledges its responsibility to plan for certain repair projects or equipment purchases, and

**WHEREAS**, the Board recognizes it is fiscally responsible to allocate across time such monies secured through property taxation for future expenditure on said projects or purchases, and

**WHEREAS**, the Board wishes in FY 2018-2019 to designate in the beginning cash balance of the budget the amount of \$ **349,185** as assigned capital with the intent of future expenditure as follows:

<u>Project</u>	<u>Amount Designated</u>
County facilities	307,000
Equipment Purchase/Replacement	19,500
County Aerials	20,000
Citizens Convenience Center	2,685

**NOW THEREFORE BE IT RESOLVED**, that the County Auditor of Washington County, Iowa, is authorized to reflect the Board’s intent by this resolution by indicating such on the appropriate budget preparation and reporting forms for FY 2019.

On motion by Seward, seconded by Stoops, the Board voted by way of roll call vote to approve Resolution 18-27 as follows and to authorize the Chairperson to sign Resolution 18-27 on behalf of the Board.

**RESOLUTION 18-27**

**FOR DISBURSEMENT OF COUNTY FUNDS**

**BE IT RESOLVED** by the Board of Supervisors of Washington County, Iowa, that funds budgeted for Fiscal Year 2018-2019 for payments listed below shall be disbursed by the County Auditor to the agencies at the intervals indicated herein:

<u>CREDITOR</u>	<u>TOTAL</u>	<u>FREQUENCY</u>
Washington County Ambulance	\$14,450.00	monthly

The vote on the motion was as follows: Aye-Stoops, Yoder, Seward, Miller; Abstain-Young.

On motion by Yoder, seconded by Young, the Board voted by way of roll call vote to approve Resolution 18-28 as follows and to authorize the Chairperson to sign Resolution 18-28 on behalf of the Board.

**RESOLUTION 18-28**

**FOR DISBURSEMENT OF COUNTY FUNDS**

**WHEREAS** the Board of Supervisors of Washington County, Iowa, budgeted funds for Fiscal Year 2018-2019 for grant support of those agencies listed below to be disbursed by the County Auditor to the respective agencies at the intervals indicated herein effective July 1, 2018:

<u>GRANTEE</u>	<u>TOTAL GRANT</u>	<u>FREQUENCY</u>
HACAP	\$120,000	one-fourth each quarter
Mini-Bus	\$ 50,000	one-fourth each quarter
Fair & 4-H	\$ 16,800	one-fourth each quarter
Fairgrounds	\$ 23,600	one-fourth each quarter
Co. Historic Preservation	\$ 4,750	one-fourth each quarter
Humane Society	\$ 27,060	one-fourth each quarter
Wash Co Med Examiner	\$ 3,600	one-fourth each quarter
Public Library	\$165,000	one-fourth each quarter
Wash Main Street	\$ 6,400	one time in July 2018
WEDG	\$ 15,000	one time in August 2017
Workplace Learning Connect	\$ 1,668	one time in August 2017
English River Watershed	\$ 10,000	one time in August 2018
City of Kalona	<u>\$ 5,000</u>	one time per year for 4 years
	<b>\$448,878</b>	

On motion by Stoops, seconded by Yoder, the Board voted by way of roll call vote to approve Resolution 18-29 as follows and to authorize the Chairperson to sign Resolution 18-29 on behalf of the Board.

**RESOLUTION 18-29**

**INTERFUND OPERATING TRANSFER TO SECONDARY ROAD FUND**

**WHEREAS**, it is desired to authorize the County Auditor of Washington County, Iowa, to periodically transfer sums from the General Basic Fund and the Rural Services Basic Fund to the Secondary Road Fund during FY19, and,

**WHEREAS**, said operating transfers must be in accordance with Section 331.432, Code of Iowa, 1995, as amended, and,

**WHEREAS**, said operating transfers were budgeted and appropriated for FY19, now

**THEREFORE BE IT RESOLVED** by the Board of Supervisors of Washington County, Iowa, that:

**Section 1.** The total maximum, transfer from the General Basic Fund to the Secondary Road Fund for the Fiscal Year beginning July 1, 2018 shall not exceed the sum of \$ **207,433.00**; and the total maximum transfer from other Rural Service Basic Fund to the Secondary Road Fund for the Fiscal Year beginning July 1, 2018 shall not exceed the sum of \$ **2,170,130.00**.

**Section 2.** Within ten days of being notified of the apportionment of current property taxes, and state replacements against levied property taxes, the General Basic and Rural Services Basic Fund, the County Auditor shall order a transfer from said fund(s) to the Secondary Road Fund.

- Section 3.** The amount of the transfer required by Section 2, shall be equal to **4.383115%** of the apportionment of collected property taxes in the General Basic Fund and **60.38897%** of the tax apportionment of the Rural Services Basic Fund.
- Section 4.** Notwithstanding the provisions of Section 2 and 3 of this Resolution, total transfers to the Secondary Road Fund shall not exceed the amounts specified in Section 1.
- Section 5.** Notwithstanding the provisions of Section 2 and 3, the amount of any transfer shall not exceed the available fund balance in the transferring fund.
- Section 6.** The County Auditor is directed to correct the Auditor's books when said operating transfers are made and to notify the County Treasurer and County Engineer of the amount of said transfers.

On motion by Young, seconded by Yoder, the Board voted by way of roll call vote to approve Resolution 18-30 as follows and to authorize the Chairperson to sign Resolution 18-30 on behalf of the Board.

**RESOLUTION 18-30  
FOR INTERFUND OPERATING TRANSFER**

**WHEREAS**, it is desired to authorize the County Auditor of Washington County, Iowa to periodically transfer sums from the General Basic and General Supplemental Funds during the 2018-19 Fiscal Year, and,

**WHEREAS**, said operating transfers must be in accordance with Section 331.432, Code of Iowa, 1995, as amended, and,

**WHEREAS**, said operating transfers were budgeted and appropriated in the maximum amount of \$306,000 for Fiscal Year 2018-19 and as may be amended from time to time by the Board of Supervisors.

**NOW THEREFORE BE IT RESOLVED** by the Board of Supervisors of Washington County, Iowa, that the County Auditor shall order a transfer from the General Basic and General Supplemental Funds to the Capital Projects Fund at any such times as it is necessary to maintain sufficient balance in the Capital Projects Fund to accomplish the purposes as contained in the Washington County Budget for the Fiscal Year ending June 30, 2019.

On motion by Stoops, seconded by Seward, the Board voted by way of roll call vote to approve Resolution 18-31 as follows and to authorize the Chairperson to sign Resolution 18-31 on behalf of the Board.

**RESOLUTION 18-31  
FOR DISBURSEMENT OF COUNTY FUNDS**

**BE IT RESOLVED** by the Board of Supervisors of Washington County, Iowa, that funds budgeted for Fiscal Year 2018-2019 for payments listed below shall be disbursed by the County Auditor to the agencies at the intervals indicated herein:

<u>CREDITOR</u>	<u>TOTAL</u>	<u>FREQUENCY</u>
Wemiga Waste Inc.	<b>\$13,832.00</b>	monthly

On motion by Young, seconded by Yoder, the Board voted unanimously to acknowledge and approve FY19 county employee departmental wage recommendations.

On motion by Young, seconded by Yoder, the Board voted unanimously to acknowledge and approve FY19 departmental longevity schedules and FY19 wage step increase schedules for various employees in the Secondary Roads Department, Office of Sheriff, and Communications.

On motion by Stoops, seconded by Yoder, the Board voted to establish 9:00 a.m. as the permanent starting time for regular weekly meetings of the Washington County Board of Supervisors.

There were no comments from those assembled.

At 9:44 a.m. on motion by Yoder, seconded by Young, the Board voted to adjourn.

ATTEST:  
June 26, 2018

ABE C. MILLER  
Chairperson, Board of Supervisors

DANIEL L. WIDMER  
County Auditor