

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, JULY 24, 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 located at 102 East Main in Washington; discussion and action regarding county-wide emergency radio system contract; Engineer's update; Washington County Recycling update – Lynn Whaley, WEMIGA Waste Systems; discussion and action regarding driveway paving project and north fence replacement project at Washington County Recycling Center; Semi-Annual Statement of Funds Report – Treasurer; Annual Investment Report – Treasurer; Quarterly Fee Report – Treasurer; Resolution 18-32 regarding Naming Depositories – Treasurer; appointment of various commission, board, and committee members; Quarterly Report – Auditor; public comment; adjourn. Supervisors Stan Stoops, Jack Seward, Jr., Richard Young; and Bob Yoder were also present.

Others attending were: Mary Zielinski, The News; David Hotle, Washington Evening Journal; Zach Ulin, KCII Radio; John Gish, County Attorney; Chauncey Moulding, Assistant County Attorney; Marissa Reisen, County Emergency Management Director; Cyndie Sinn, County IT/Budget Director; Jo Greiner, County Recorder; Sue Rich, County General Assistance/Veteran Affairs Director; Danielle Pettit-Majewski, County Public Health Director; Jeff Garrett, County Treasurer; and citizens Bill Miller, Karyl Miller, Tom Duwa, Bette Brant, Charlotte Stalder, Denny Stalder and Les Zickefoose.

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.

The Board resumed discussion regarding the possible purchase of property located at 102 East Main in Washington that is owned by Federation Bank. Presently the Board is awaiting the results of a confidential consultation that is being prepared by Cook Appraisal of Cedar Rapids. The Board took no formal action.

On motion by Seward, seconded by Yoder, the Board voted to table discussion and action regarding county-wide emergency radio system contract.

The Board reviewed a report provided by County Engineer Jacob Thorius that listed maintenance activities performed by Secondary Roads staff during the week of July 15. The list included blading of gravel and dirt roads, hauling rock, cutting brush, road shoulder maintenance on paved roads, mowing of paved road shoulders and gravel road shoulders, shoulder work on 200th Street east of Keota, replacement of crossroad pipes and entrance pipes, cold patching of various roads, assisting Henry County with road stabilization, and sign installation. The list also included construction work involving the Riverside Road, the 275th St. Bridge, 220th St (G36), and Highway W47 (Coppock Road). The Board took no formal action.

Lynn Whaley, of WEMIGA Waste Systems, briefed the Board on recent activity at the Washington County Recycling Center. During the month of June 2018 WEMIGA processed 93.14 landfill tons, 32.77 recyclable tons, 22 appliances, 21 televisions and other electronic devices, 15 tires, and 37 gallons of used oil. In comparison, for the month of June 2017 WEMIGA processed a total of 85.39 landfill tons, 96.1 recyclable tons, 8 appliances, 28 televisions and other electronic devices, 38 tires, and 9 gallons of used oil. Whaley requested Board approval to move forward with the replacement of the north border fence at the property at a cost of \$8,440.00. On motion by Seward, seconded by Young, the Board voted to acknowledge the bid from Coleman Construction, Inc., in the amount of \$8,440.00 for the removal and replacement of the existing north border fence at the Washington County Recycling Center. Whaley also described a future project involving paving of the driveway at an estimated cost of \$42,830.50. Whaley agreed to do research related to questions from various Board members regarding the paving project and no official action was taken. Both projects will be completed by Coleman Construction, Inc. of Winfield along with assistance from County personnel. Repairs to the east boundary fence, which was damaged by a falling tree limb, are also scheduled to take place later this year. Completed projects include repairs to some building rafters and the disposal of numerous television sets.

Treasurer Jeff Garrett presented the Board with the Semi-Annual Statement of Accounts by Funds for the period of January 1, 2018 through June 30, 2018. Garrett explained to the Board that page one of the report lists beginning balances of all funds as of January 1, 2018 which total \$13,447,284.35, total receipts of \$27,738,640.70, total disbursements of \$28,618,205.03, operating transfers between funds which netted \$0.00, ending Treasurer's balances totaling \$12,567,720.02, outstanding warrants totaling \$718,082.87, and finally the various Auditor's balances which total \$11,849,637.15 as of June 1, 2018. Garrett next presented a breakdown of the \$12,567,720.02 ending Treasurer's balance and explained that approximately \$17,199,000.00 was collected in taxes of which approximately \$12,368,000.00 was paid to other entities and approximately \$4,800,000.00 was retained by the County. On motion by Stoops, seconded by Seward, the board voted to acknowledge the Semi-Annual Statement of Funds Report as presented by Washington County Auditor Jeff Garrett for the period of from January 1, 2018 to June 30, 2018. The complete report is available in the office of the Washington County Treasurer.

** STATEMENT OF ACCOUNTS BY FUNDS - FOR THE PERIOD FROM JANUARY 1, 2018, TO JUNE 30, 2018, INCLUSIVE **

FUNDS	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	OPERATING TRANSFERS	TREASURER'S BALANCE	OUTSTANDING WARRANTS	AUDITOR'S BALANCE
General Basic	\$ 3,100,478.66	\$ 3,362,625.12	\$ 3,309,122.79	\$ (65,563.35)	3,088,417.64	\$ 350,192.57	\$ 2,738,225.07
General Supplemental	1,419,835.21	1,177,726.73	1,267,807.58	-	1,329,754.36	37,549.89	1,292,204.47
County MHDS	238,576.05	126,832.02	73,460.52	-	291,947.55	6,211.99	285,735.56
Rural Services Basic	1,016,798.81	1,549,331.58	530,549.43	(1,514,941.83)	520,639.13	21,602.34	499,036.79
Delinq Fine Collections Co Atty	33,493.63	8,348.40	-	(28,000.00)	13,842.03	-	13,842.03
Law Enforcement Co. Attorney	2,880.38	210.48	-	-	3,090.86	-	3,090.86
Law Enforcement Co. Sheriff	46,231.58	295.50	-	-	46,527.08	-	46,527.08
Secondary Roads	1,914,322.20	1,882,869.52	3,032,841.68	1,373,705.18	2,138,055.22	256,239.67	1,881,815.55
REAP	132,285.58	1,005.45	-	-	133,291.03	-	133,291.03
Recorders Records Management	41,070.73	2,407.06	-	-	43,477.79	-	43,477.79
Conservation Land Acquisition	199,756.37	115,922.32	62,882.06	-	252,796.63	1,992.02	250,804.61
Suppl Environmental Projects	1,568.78	12.31	-	-	1,581.09	-	1,581.09
Capital Projects	209,611.73	40,976.50	31,934.30	-	218,653.93	-	218,653.93
Capital Projects-Secondary Roads	-	-	-	-	-	-	-
Debt Service	173,525.11	149,626.25	298,763.75	-	24,387.61	-	24,387.61
Debt Service-Washington Co Hospit	-	1,110,227.50	1,111,027.50	800.00	-	-	-
Debt Service-Secondary Roads	61,377.98	212,357.32	465,950.00	234,000.00	41,785.30	-	41,785.30
Emergency Management Agency	44,477.23	18,889.15	28,719.54	-	34,646.84	642.45	34,004.39
Communications Commission	304,097.90	405,331.29	372,582.58	-	336,846.61	13,634.55	323,212.06
E911 Surcharge	620,893.17	120,562.97	121,839.40	-	619,616.74	6,075.83	613,540.91
Recycling Services	757.94	-	-	-	757.94	-	757.94
Maternal/Child Health Care	49,075.80	182,749.82	166,588.41	-	65,237.21	11,167.77	54,069.44
Assessment Expense	297,117.84	215,678.54	240,832.43	-	271,963.95	9,813.79	262,150.16
Hospital	29,083.80	521,647.28	544,664.74	-	6,066.34	-	6,066.34
Agricultural Extension Service	5,995.92	107,542.70	112,287.97	-	1,250.65	-	1,250.65
Consolidated District Schools	432,093.23	7,641,972.83	7,983,606.05	-	90,460.01	-	90,460.01
Consolidated Community College	32,751.24	589,174.42	615,077.33	-	6,848.33	-	6,848.33
Consolidated Corporations	132,802.53	3,298,537.36	3,381,293.82	-	50,046.07	-	50,046.07
Special Assessments /Cities/	14,333.00	9,240.69	21,426.69	-	2,147.00	-	2,147.00
Consolidated Townships	13,096.52	187,178.16	198,633.39	-	1,641.29	-	1,641.29
State General	90.17	1,617.11	1,652.56	-	54.72	-	54.72
Crawford Benefited Fire District	344.38	10,769.98	11,069.08	-	45.28	-	45.28
Tax Sale Redemption	-	153,987.63	153,987.63	-	-	-	-
Motor Vehicle	770,402.19	3,734,460.40	3,887,890.16	-	616,972.43	-	616,972.43
Drivers License	100.00	-	-	-	100.00	-	100.00
Condemnation	-	-	-	-	-	-	-
Unclaimed Property Fees	-	-	-	-	-	-	-
Advance Tax	43,001.01	66,293.46	-	-	109,294.47	-	109,294.47
Unapportioned Tax	-	-	-	-	-	-	-
Recorders Electronic Fees	344.88	2,085.00	1,982.00	-	447.88	-	447.88
Drainage District/Outside Trustees	3,840.08	30.12	-	-	3,870.20	-	3,870.20
Special Assessments /County/	6,820.00	-	6,820.00	-	-	-	-
Group Insurance Trust	2,039,526.51	716,709.98	569,037.84	-	2,187,198.65	2,960.00	2,184,238.65
Flexible Benefits Trust	14,426.21	13,407.75	13,873.80	-	13,960.16	-	13,960.16
Totals	\$ 13,447,284.35	\$ 27,738,640.70	\$ 28,618,205.03	\$ (0.00)	\$ 12,567,720.02	\$ 718,082.87	\$ 11,849,637.15

Garrett presented the Annual Investment Report to the Board and stated that the primary objectives, in order of priority, of all investment activities involving the financial assets of Washington County are safety of the principal, liquidity, and a reasonable rate of return. He added that assets of Washington County may be invested or deposited in interest-bearing savings accounts, money market accounts, and interest-bearing checking accounts at any federally insured depository institution operating within the state of Iowa. Assets may also be invested in certificates of deposit, obligations of the United States government, and with the Iowa Public Agency Investment Trust. Garrett stated he relies on input and advice from bankers and other County Treasurers regarding investment decisions. Garrett also advised the Board that the investment policy, including substantial procedural changes and investment activity, is to be reviewed annually by the Treasurer and Board of Supervisors and amended as necessary. Garrett recommended no amendments take place. Review and discussion of the report continued. On motion by Yoder, seconded by Young, the Board voted to acknowledge the Annual Investment Report as presented by Washington County Treasurer Jeff Garrett. The complete report is available in the office of the Washington County Treasurer.

Highlights of the FY18 4th quarter Washington County Treasurer's Report of Fees Collected report included total motor vehicle fees of \$1,808,636.29 collected during the quarter ending June 30, 2018, with Washington County retaining \$63,890.79 (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 a total of \$6,160.00 in tax sales. Overall, a grand total of \$70,326.79 was retained during the quarter. On motion by Young, seconded by Seward, the Board voted to acknowledge the FY18 4th 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 Treasurer.

On motion by Seward, seconded by Young, the Board voted by way of roll call vote to approve Resolution 18-32 as follows and to authorize the Chairperson to sign Resolution 18-32 on behalf of the Board.

**RESOLUTION 18-32
WASHINGTON COUNTY BOARD OF SUPERVISORS
Naming Depositories**

BE IT RESOLVED, that the Board of Supervisors of Washington County, in Washington County, Iowa, approves the following list of financial institutions to be depositories of Washington County funds in conformance with all applicable provisions of Chapters 12B and 12C of the Code of Iowa. The County Treasurer and other legal custodians named are hereby authorized to deposit Washington County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below.

Depository Name	Location	Maximum	Maximum
		Balance Under Prior Resolution	Balance Under This Resolution
COUNTY TREASURER			
US Bank National Association	Washington, IA	4,000,000	1,000,000
Washington State Bank	Washington, IA	15,000,000	17,000,000
Hills Bank & Trust Company	Washington, IA	7,000,000	6,000,000
Peoples Savings Bank	Crawfordsville, IA	1,000,000	1,000,000
Federation Bank	Washington, IA	7,000,000	7,000,000
Peoples Trust & Savings Bank	Riverside, IA	1,000,000	1,000,000
CBI Bank & Trust	Washington, IA	4,000,000	6,000,000
Iowa Public Agency Investment Trust	Des Moines, IA	5,000,000	10,000,000
COUNTY AUDITOR			
Washington State Bank	Washington, IA	60,000	300,000
Federation Bank	Washington, IA	10,000	1,000

<u>COUNTY RECORDER</u>			
Washington State Bank	Washington, IA	60,000	60,000
<u>COUNTY SHERIFF</u>			
US Bank National Association	Washington, IA	500,000	500,000
Washington State Bank	Washington, IA	100,000	100,000

On motion by Young, seconded by Stoops, the Board voted to appoint Rebecca Bush, Andrew Hora, and Karolyn Skubal to individual terms on the Washington County Land Use & Planning Commission with each individual's term to end June 30, 2021.

On motion by Stoops, seconded by Yoder, the Board voted to acknowledge receipt of the County Auditor's report for the 4th quarter of FY18 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by County Auditor Dan Widmer, reflected revenues for the quarter in the amount of \$1,815.00. Of this total, \$1,585.00 resulted from transfer fees, \$180.00 came from the sale of plat books, \$30.00 from election services that were provided, and \$20.00 resulted from the issuance of fireworks permits. The complete report is available in the office of the Washington County Auditor.

With regard to the agenda item that was tabled earlier in the meeting Assistant County Attorney Chauncey Molding stated that his office had not had sufficient opportunity to completely review recent amendments to a proposed contract between Washington County and RACOM whereby RACOM would supply Washington County with a radio communications system and services as set forth in a Request For Proposal (RFP) prepared and solicited by Washington County. Terms of the proposed contract call for the total contract price to be paid by the County to RACOM to be in the amount of \$4,427,623.88. Moulding advised that the Board not approve signing of the contract until all questions could be answered. However Molding also stated that he recognized that financial incentives (10% discount) would be jeopardized if the contract was not signed at this time. Seward queried as to whether the issues, defects, and questions identified by Moulding could be resolved by way of telephone over the course of the next two hours so that the Board could take formal action. Moulding responded in the positive.

At 9:45 a.m. on motion by Seward, seconded by Stoops, the Board voted to recess until 11:00 a.m. to give opportunity to clarify the amended terms of the proposed contract.

At 11:00 a.m. on motion by Yoder, seconded by Stoops, the Board returned to open session.

County Attorney John Gish stated that he, along with Moulding, had discussed the contract language with representatives of RACOM and as a result of such discussion Gish stated that it was his legal opinion that the proposed agreement accurately corrected issues previously expressed and in turn recommended approval of the agreement. On motion by Seward, seconded by Young, the Board voted to approve and accept the system purchase contract from RACOM for a public safety radio system and to authorize the Chairperson to sign the contract on behalf of the Board. Prior to the vote Gish thanked representatives of RACOM for their efforts to prepare the final draft of the contract despite heavy tornado damage to RACOM headquarters in Marshalltown.

At 11:10 a.m. on motion by Stoops, seconded by Young, the Board voted to adjourn.

ATTEST:
July 24, 2018

DANIEL L. WIDMER
County Auditor

ABE C. MILLER
Chairperson, Board of Supervisors

