

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, MARCH 31, 2020**

At 9:00 a.m. Chairperson Jack Seward Jr. called to order in regular session a meeting of the Washington County Board of Supervisors in the Courthouse chambers of the Washington County Board of Supervisors. Items on the agenda included the following: approval of agenda; public comment; public hearing regarding proposed FY20 Washington County Budget Amendment; public hearing regarding proposed FY21 Washington County Budget; Resolution 20-21 related to adjustment of appropriations resulting from March 31, 2020 budget amendment resolution; Resolution 20-24 related to adoption of Washington County FY21 budget; Resolution 20-23 related to FY21 compensation for elected officials; letter of support for annexation of real estate by City of Kalona; Tower Collocation Lease with Wellman Cooperative Telephone Association; discussion and action regarding approval of 28E Agreement with the Joint Emergency Communications Services Association of Johnson County regarding the construction and operation of a county-wide emergency radio system; Resolution 20-22 related to Sign Replacement Program for Cities and Counties; 28E Agreement with Keokuk County and Sieren Pork Ltd. related to the joint execution of improvements to Keokuk-Washington Road from Highway 22 south to 150th Street; personnel change request – Auditor; Coronavirus (Covid-19) update; discussion of items as approved by Board Chairperson; adjourn. Supervisors Stan Stoops, Abe Miller, Richard Young, and Bob Yoder were also present.

Others attending were: Mary Zielinski, The News; Cyndie Sinn, County IT/Budget Director; Jacob Thorius, County Engineer; Marissa Reisen, County Emergency Management Director. Various individuals listened and/or watched remotely by electronic means.

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

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

There was no public comment and the Board took no formal action.

On motion by Young, seconded by Miller, the Board opened a public hearing regarding amendments to the FY20 Washington County budget. Information Technology and Budget Director Cyndie Sinn shared that the amendment addressed the refinancing of jail bonds and the purchase of ambulance equipment. There was no comment from those assembled nor from individuals listening and/or viewing remotely. Auditor Dan Widmer verified that the notice of the meeting had been published as required and added that his office had received no public comment. On motion by Miller, seconded by Yoder, the Board voted to close the public hearing.

On motion by Yoder, seconded by Stoops, the Board voted to open a public hearing regarding the proposed FY21 Washington County budget. Sinn noted that the public hearing was the second public hearing related to the proposed FY21 budget with the first such public hearing occurring on Tuesday, March 10, 2020. Sinn shared that the total 100% assessed valuation for the county decreased due in large part to a decrease in agricultural class property valuation. After the application of rollbacks the total valuation for the county increased 1.89% resulting in a 2.06% gain in the county tax base. Sinn presented the FY21 Washington County budget which included the following: for FY21 the proposed general basic tax rate per \$1,000 of taxable value is 3.75000, the proposed urban levy is 8.27375, and the proposed rural levy is 10.93700. For current FY20 the general basic tax rate per \$1,000 of taxable value is 3.865, the urban levy is 8.21100, and the rural levy is 11.16540. The proposed total property tax asking for FY21 is \$12,706,627 while the total property tax asking for current FY20 is \$12,616,218. Sinn also pointed out that the total countywide levy for urban areas will decrease by 0.76% for FY21 when compared to FY20 while the total rural levy for rural areas in FY21 decreased by 2.05% when compared to FY20. Overall the total property tax asking for FY21 increased by \$90,409.00 (0.72%) compared to FY20. Widmer verified that the notice of the meeting had been published as required and added that his office had received no public comment. There were no comments from those gathered or from individuals listening and/or watching remotely. On motion by Miller, seconded by Young, the Board voted to close the public hearing. The complete FY21 Washington County budget is available in the office of the Washington County Auditor.

On motion by Miller, seconded by Yoder, the Board voted by roll call vote to approve Resolution 20-21 as follows and to authorize the Chairperson to sign Resolution 20-21 on behalf of the Board.

**RESOLUTION 20-21
FY20 ADJUSTMENT OF APPROPRIATIONS**

BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa, that the following adjustments of appropriations as a result of the budget amendment resolution dated March 31, 2020 are approved:

| REVENUES | | | | |
|---------------------|-------------------|-------------|---------------------|------------------|
| | DEPARTMENT | FUND | SERVICE AREA | AMOUNT |
| ADDITIONS: | | | | |
| 99 | Non-Departmental | 1500 | 0030 | 13,900 |
| 99 | Non-Departmental | 2000 | 0030 | 1,792,850 |
| | | | | 1,806,750 |
| EXPENDITURES | | | | |
| ADDITIONS: | | | | |
| 99 | Non-Departmental | 2000 | 0100 | 1,795,000 |
| 36 | Ambulance | 0001 | 1200 | 50,000 |
| | | | | 1,845,000 |

On motion by Yoder, seconded by Miller, the Board voted by roll call vote to approve Resolution 20-24 as follows and to authorize the Chairperson to sign Resolution 20-24 on behalf of the Board.

**RESOLUTION 20-24
ADOPTION OF WASHINGTON COUNTY BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2020
AND ENDING JUNE 30, 2021 PER IOWA CODE 331.434**

WHEREAS, Iowa Code 331.434 requires that after a budget hearing, the Washington County Board of Supervisors shall adopt by resolution a budget, and;

WHEREAS, the Washington County Board of Supervisors has met the budget publication requirements in Iowa Code 331.434 through publication in the Washington Evening Journal and The News, and;

WHEREAS, the Washington County Board of Supervisors has met the budget hearing requirements in IA Code 331.434 through the public hearing held on March 12, 2019 at 9:00 a.m.

THEREFORE, BE IT RESOLVED, on the 31st day of March 2020, the Washington County Board of Supervisors hereby adopts by resolution the Washington County budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

On motion by Stoops, seconded by Young, the Board voted by roll call vote to approve Resolution 20-23 as follows and to authorize the Chairperson to sign Resolution 20-23 on behalf of the Board.

**RESOLUTION 20-23
WASHINGTON COUNTY FY21 COMPENSATION FOR ELECTED OFFICIALS**

WHEREAS, the Washington County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Washington County Compensation Board met on December 5, 2019 and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2020:

| <u>Elected Official</u> | <u>FY 2019-20 Salary</u> | <u>% Increase</u> | <u>Adjustment</u> | <u>Total Recommended Increase</u> | <u>Recommended FY 2020-21 Salary</u> |
|-------------------------|------------------------------|-----------------------|-------------------|---|--|
| Auditor | \$ 75,062 | 3% | --- | \$2,252 3.00% | \$ 77,314 |
| County Attorney | \$117,819 | 3% | \$1,000 | \$4,535 3.85% | \$122,354 |
| Recorder | \$ 70,425 | 3% | \$1,000 | \$3,113 4.42% | \$ 73,538 |
| Sheriff | \$ 96,727 | 3% | \$1,000 | \$3,902 4.03% | \$100,629 |
| Supervisors | \$ 37,482 | 3% | ---- | \$1,124 3.00% | \$ 38,606 |
| Supervisor Chair | \$ 1,500 | 0% | ---- | --- 0.00% | \$ 1,500 |
| Treasurer | \$ 71,457 | 3% | \$1,000 | \$3,144 4.40% | \$ 74,601 |

THEREFORE, BE IT RESOLVED that the Washington County Board of Supervisors adopts the following salary adjustments for the following elected officials for the fiscal year beginning July 1, 2020:

| <u>Elected Official</u> | <u>Approved Salary</u> | <u>Approved % Increase</u> |
|-------------------------|------------------------|----------------------------|
| Auditor | \$ 77,088 | 2.70% |
| County Attorney | \$121,900 | 3.46% |
| Recorder | \$ 73,226 | 3.98% |
| Sheriff | \$100,238 | 3.63% |
| Supervisors | \$ 38,493 | 2.70% |
| Supervisor Chair | \$ 1,500 | 0.00% |
| Treasurer | \$ 74,286 | 3.96% |

On motion by Young, seconded by Miller, the Board voted to approve a letter of support for the annexation of real estate by the City of Kalona and to authorize the Chairperson to sign the letter on behalf of the Board.

On motion by Miller, second by Stoops, the Board voted to approve a tower collocation lease agreement with Wellman Cooperative Telephone Association and to authorize the Chairperson to sign the agreement on behalf of the Board. The lease enables Washington County to place radio equipment on a tower owned by Wellman Cooperative Telephone Association and located at 3220 Ginkgo Avenue, Brighton, Iowa for the purpose of transmission and reception of wireless communication signals and for the construction, maintenance, repair or replacement of related facilities, antennas, equipment, building, and emergency generator and related equipment. The lease also addresses easements for access as well as utilities. It was noted that the agreement was reviewed by Asst. County Attorney Anthony Janney who expressed no concerns. The agreement calls for lease payments of \$400.00 per month for a period of 10 years with Washington County having the ability to extend the lease for five additional years.

On motion by Young, seconded by Yoder, the Board voted to approve by roll call vote a 28E Intergovernmental Agreement between the Joint Emergency Communications Services Association of Johnson County and Washington County as well as to authorize the Chairperson to sign the 28E agreement on behalf of the Board. The agreement will allow Washington County radio communication equipment to be added to an existing tower site located in rural Johnson County (the Stutzman Tower) such that a Washington County user roaming in the Stutzman Tower coverage area would be connected through the Joint Emergency Communications Services Association of Johnson County Emergency Radio System. It is perceived that adding such equipment to the Stutzman Tower would be mutually advantageous. Terms of the agreement will remain in effect for 10 years. Following completion of the initial 10 year term, the agreement will automatically renew for successive periods of five years unless either party gives proper and sufficient notice of its wishes to end the agreement. It was noted that the agreement was reviewed by the Asst. County Attorney Janney who expressed no concerns.

On motion by Stoops, seconded by Young, the Board voted by roll call vote to approve Resolution 20-22 as follows and to authorize the Chairperson to sign Resolution 20-22 on behalf of the Board.

RESOLUTION 20-22
Sign Replacement Program for Cities & Counties
(SRPFCC)

WHEREAS the City/County of Washington recognizes the importance of maintaining the regulatory, warning, and school area signs on the road system in conformance with the Manual on Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, and

WHEREAS a review of signs has been conducted by the County of Washington or its agent to identify deficiencies in those signs eligible for replacement under the rules of the program, and

WHEREAS the Iowa Department of Transportation will reimburse up to \$10,000 per county and \$5,000 per city for conforming regulatory, warning, and school area signing materials for the replacement of existing signs to the City/County of Washington, and

WHEREAS it is understood that applications will be considered in order of receipt and will be limited to replacing eligible regulatory, warning, and school area signs. See, "Signs eligible for SRPFCC".

NOW THEREFORE BE IT AGREED BY THE IOWA COUNTY OF WASHINGTON, THAT:

The/County is hereby directed to submit the grant application and request for signing materials to replace signs that have been identified as deficient in their review. This application is to be submitted to the Iowa Department of Transportation's Program Coordinator for the Sign Replacement Program for Cities & Counties, and

BE IT FURTHER RESOLVED THAT:

- A) All signing materials must be ordered within 90 days of application approval.
- B) All signing materials will be installed by the County of Washington, within 180 days after the sign materials are furnished, and,
- C) All signs will be installed in compliance with the Manual of Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, as adopted per Iowa Administrative Rules 761, Chapter 130, and,
- D) The County of Washington, will certify in writing to the Department of Transportation's Program Coordinator within 30 days after the sign materials and/or signs have been installed.
- E) The County of Washington recognizes that submission of this agreement along with an application, requesting signs and sign posts, represents approval by the city/county to participate in the Sign Replacement Program for Cities & Counties.
- F) Cities and counties not complying with the SRPFCC rules will be prohibited from applying for the program for two years.
- G) Application must be approved by Iowa DOT prior to ordering signs.
- H) Reimbursement, up to the program maximum, will be sent to the grantee AFTER:
 - the signs/posts have been installed.
 - the IA DOT receives a copy of the sign-order invoice.
 - the IA DOT receives proof of payment (Reimbursement Certification).

Discussion next centered on a proposed 28E agreement involving Washington County, Keokuk County, and Sieren Pork, Ltd. designed to address payment responsibility for future planned improvements on Keokuk-Washington Road from Highway 22 south to 151st Street. Such improvements may include, but are not limited to, grading, installation of erosion control measures, installation of subsurface drain tile, placement and compaction of base rock, placement and compaction of road rock, and road stabilization. The estimated total cost of the project is \$250,000.00. Both Keokuk and Washington County are responsible for half the project costs due to the fact that the proposed project involves a county line road. However, Sieren Pork, Ltd. will share in the costs due to the perceived future benefit of the completed project. The Keokuk County Engineer will have sole discretion over the engineering and methods of construction for the project. Washington County and Sieren Pork, Ltd. will have no authority to determine the appropriateness of the construction work and shall not refuse to make payments for that reason. Per the agreement, Sieren Pork, Ltd. will pay 50% of the final construction costs of the project up to a maximum of \$125,000.00 by way of annual payment installments over seven years beginning October 1, 2021. All such payments will be made to the Keokuk County Engineer. Within 45 days of the receipt of payment, the Keokuk County Engineer shall forward 50% of the payment to the Washington County Engineer. Keokuk County and Washington County will equally split the remaining 50% of the final construction costs for the project. On motion by Miller, seconded by Yoder, the Board voted to adopt and approve a 28E Agreement between Washington County, Keokuk County, and Sieren Pork, Ltd. related to the joint execution of improvements to a section of Keokuk-Washington Road from Highway 22 south to 150th Street and to authorize the Chairperson to sign the agreement on behalf of the Board.

On motion by Yoder, seconded by Miller, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Auditor for Kelly Dougall whose final day of employment occurred March 23, 2020.

With regard to the present Coronavirus (Covid-19) pandemic Seward stressed that individuals should look to reliable sources, such as Washington County Emergency Management, Washington County Public Health, and the Iowa Department of Public Health for reliable information and resources. He also listed www.caronavirus.iowa.gov as a good source of information and stressed that at the present time the shortage of personal protective equipment (PPE) is a serious and very real problem.

There was no public comment.

At 10:05 a.m. on motion by Young, seconded by Yoder, the Board voted to adjourn.

ATTEST:
March 31, 2020

JACK SEWARD JR.
Chairperson, Board of Supervisors

DANIEL L. WIDMER
County Auditor