

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, NOVEMBER 12, 2019**

Chairperson Bob Yoder 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; Courthouse exterior holiday lighting; presentation from Heritage Area Agency on Aging ; East Central Iowa Housing Trust Fund presentation and FY21 funding request; discussion and action regarding Washington County FY21 budget; discussion and action regarding ambulance acquisition; approval of purchase agreement related to antenna site equipment shelters for Communications project; personnel change request – Public Health; personnel change request – Secondary Roads; acknowledgement of Secondary Roads purchase of equipment; Resolution 19-62 regarding Washington County Riverboat Foundation Grant application for Communications Center and Emergency Operations Center Furnishing Project; update and possible action on Washington County Ambulance Advisory Committee issues; public comment; official canvass of November 5, 2019 City/School General Election; adjourn. Supervisors Abe Miller, Richard Young, Stan Stoops, and Jack Seward were also present.

Others attending were: Sally Hart, KCII Radio; Mary Zielinski, The News; Gretchen Teske, SE Iowa Union; Cyndie Sinn, County IT/Budget Director; Jeff Garrett, County Treasurer; Jared Schneider, County Sheriff; Jacob Thorius, County Engineer; Danielle Pettit-Majewski, County Public Health Director; Jennine Wolf, County Environmental Health Director; Amber Williams, Board of Supervisors Administrative Assistant; Michelle Redlinger, Washington Chamber of Commerce Executive Director; Jill Sindt and Kellie Elliott-Kapparos, Heritage Area Agency on Aging; Tracey Achenbach, East Central Iowa Housing Trust Fund; Kelly Litwiller, Wellman City Administrator; Brent Hinson, Washington City Administrator; Christine Yancey, Riverside City Administrator; Ryan Schlabaugh, Kalona City Administrator; and citizens Tom Duwa, Bette Brant, Karyl Miller, Bill Miller, Charlotte Stalder, Dan Stigers, and Denny Stalder.

All motions were passed unanimously unless noted otherwise.

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

Washington Chamber of Commerce (Chamber) Executive Director Michelle Redlinger shared with the Board her group's partnership agreement with the City of Washington whereby the City pays the utility costs for the holiday lights around the Washington downtown square while the Chamber is responsible for the cost of the lights as well as maintenance costs. Redlinger went on to say that the two groups would like to expand the scope of the lighting to include the streets around the downtown square including the Washington County Courthouse. There would be no cost to the County according to Redlinger. She added, however, that completion of the project may be delayed until 2020 due to the wet autumn which has caused delays for those individuals assisting with the project. In response to a question about insurance from Seward, Redlinger stated that the installer of the lighting has adequate general liability insurance and that the City's workers compensation and general liability insurance would provide coverage. On motion by Miller, seconded by Young, the Board voted to approve the installation of holiday lighting on the Washington County Courthouse.

Heritage Area Agency on Aging (HAAA) Co-Directors Jill Sindt and Kellie Elliott-Kapparos addressed the Board and explained that HAAA is an entity mandated by the Older Americans Act which is authorized by Congress. HAAA serves residents of Benton, Cedar, Iowa, Johnson, Jones, Linn, and Washington County. For the four years prior to July 1, 2019 HAAA was affiliated with, and a department of, Kirkwood Community College. However as of July 1, 2019, HAAA became its own non-profit entity in part to become eligible for additional grant funding. Sindt shared that presently HAAA still has a memorandum of understanding with Kirkwood to provide various support services such as human resources, buildings, facilities, and marketing. Recently bylaws were developed for the HAAA Board of Directors to add representation from each of the seven counties that HAAA serves. Young is the representative from Washington County. HAAA provides services, funding, and advocate services for individuals 60 years of age and older so that such individuals may remain in their homes for as long as possible. Locally HAAA provides funding to Wesley Life Adult Day Center in Washington in order to provide breaks for private care givers. Other goals of HAAA include expanding congregate meals, transportation services, and counseling services in Washington County. The Board took no formal action.

Tracey Achenbach, Executive Director of the East Central Iowa Housing Trust Fund (ECIHTF), addressed the Board and described ECIHTF as a 501(c)(3) community-based non-profit organization dedicated to improving the quality of life for individuals by offering innovative and flexible funding in order to expand affordable housing opportunities within Washington, Benton, Iowa, and Jones Counties. Presently Supervisor Bob Yoder represents Washington County on the ECIHTF Board as does Washington Economic Development Director David Collins. ECIHTF offers two major types of programs – one that is funded with state housing trust fund dollars intended to aid in the creation or preservation of housing for individuals with low-to-moderate income. The other program is in cooperation with East Central Iowa Council of Governments (ECICOG) and is funded through Federal Home Loan Bank for the purpose of providing direct financial assistance to low and moderate income homeowners for minor home repair projects. The primary source of ECIHTF funding is through the State of Iowa's Local Housing Trust Fund Program. Since 2011 ECIHTF has provided \$1,235,262 in funding to 166 households in Washington County. ECIHTF is the only entity that may apply for the state trust fund grant, and in each of the last ten years it has had the opportunity to apply for state funding on behalf of the four-county region. One of the requirements of such state funding is that an applicant must provide a 25% local match which results in a return of \$4.00 for every \$1.00 invested by the local match sources. Part of the local match may be provided through other grants, but at least 10% of it must come from local sources within the region. Since its inception in 2011, ECIHTF has been awarded over \$2.6 million in State housing trust fund dollars which required local matches of over \$650,000.00. Washington County has provided \$26,414.00 of that local match. For the previous year, a \$2,048.00 commitment from Washington County allowed ECIHTF to apply for \$230,534.00. For fiscal year 2021 Achenbach requested funding from Washington County in the amount of \$2,816.00. This figure is based on Washington County's population as a percentage of the entire population of the four counties (25.6%) with that figure multiplied by \$11,000.00 which is the minimum local match needed for the state application.

The Board took no formal action.

The Board took up discussion regarding the FY21 Washington County budget with Young describing a schedule based in part upon new legislation passed by the Iowa State Legislature which calls for, among other things, a public hearing on the budget if an increase in spending of 2% or more is proposed. Such a public hearing would be in addition to the final public hearing that must take place on or before March 31, 2020. Young emphasized his opinion that the Board formally approve the draft schedule timeline for preparation and approval of the FY21 County budget so the public has the opportunity to become aware of what the Board is proposing. Miller commented that employee compensation is separate from operating expenses. Seward articulated that department heads, during the past few years, have been asked, with the exception of employee compensation, to hold spending on operational expenses to a 0% increase unless an increase can be justified. Meanwhile, compensation increases are limited to guidelines determined by the Board. On motion by Young, seconded by Miller, the Board voted to approve a budget calendar for preparation and approval of the FY21 Washington County budget.

Seward stated it is now time, according to the existing contract between the County and Washington County Ambulance Inc., to consider updating and upgrading one ambulance. Young said the bid for a refit is \$165,265.00 while the bid for a new ambulance, without equipment, is \$225,089.00. It is expected more bids will be received in the future. The Board took no formal action.

With regard to the purchase agreement related to antenna site equipment shelters with Cellsite Solutions for the Communications project Seward shared that there are still details that need to be clarified and reworded in order to address concerns expressed by County Attorney John Gish. The Board took no formal action.

On motion by Young, seconded by Miller, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from Public Health for Shannon Connelly whose last day of employment occurred November 1, 2019.

On motion by Seward, seconded by Stoops, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the County Engineer for Shane Barnes who will begin employment as an equipment operator effective November 19, 2019 at the rate of \$22.12 per hour.

Thorius outlined his plans to purchase two new Mack tandem dump trucks from H&L Mack Truck Sales, Mediapolis, Iowa for \$119,003.00 per truck for a total cost of \$238,006.00. The low bid was \$109,545.00 per truck for a Freightliner and the high bid was \$124,135.00 per vehicle for a Mack. Though not the lowest bid, Thorius advocated for the next lowest bid from H&L Mack in order to increase fleet efficiency and because the Freightliner bid did not meet required specifications. Thorius expects delivery to occur sometime in June of 2020 with the two new trucks replacing two older trucks. After delivery the new trucks will be equipped with new boxes, body mounts, and sanding equipment at a cost of \$80,000.00 per vehicle. Thorius stated the total cost for the trucks and boxes was included in his FY20 budget. On motion by Seward, seconded by Stoops, the Board voted to acknowledge the purchase of two tandem Mack dump trucks to replace two single axle dump trucks.

On motion by Young, seconded by Seward, the Board voted by way of roll call vote to approve Resolution 19-62 as follows and to authorize the Chairperson to sign Resolution 19-62 on behalf of the Board.

RESOLUTION 19-62

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WASHINGTON COUNTY, IOWA, ACKNOWLEDGING THE APPLICATION FOR THE PURPOSE OF RECEIVING BENEFITS FROM THE WASHINGTON COUNTY RIVERBOAT FOUNDATION.

WHEREAS, the Washington County Riverboat Foundation has grant funds available that target Community Development and Beautification, Economic Development, Art and Education, Human and Social Needs, and

WHEREAS, the Washington County Riverboat Foundation has a grant application cycle that ends October 15, 2019, and

WHEREAS, the Washington County Board of Supervisors is supportive of these targets for improvements to the community and County, and

WHEREAS, one or more applications from Washington County and/or from organizations with projects that will take place on County property, will be submitted to the Washington County Riverboat Foundation by the October 15, 2019 deadline,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa, that Washington County acknowledges the following grant application will be submitted to the Washington County Riverboat Foundation for the Fall 2019 Grant application cycle:

Communications Center and Emergency Operations Center Furnishing Project

Seward updated his fellow supervisors with regard to the Washington County Ambulance Advisory Board (Advisory Board) by stating that earlier in the day the Advisory Board had received two documents prepared by a committee consisting of Wellman City Administrator Kelly Litwiller, Washington City Administrator Brent Hinson, Riverside City Administrator Christine Yancey, Kalona City Administrator Ryan Schlabaugh, Washington Police Chief Jim Lester, Wellman Fire Chief Jeremy Peck, and Hospice of Washington Executive Director Katrina Altenhofen. The first document included seven options for county-wide ambulance service beginning July 1, 2020 which are listed as follows:

- 1) Continue to provide ambulance and emergency services to residents
- 2) Discontinue the service and save tax payers nearly \$500,000.00 annually
- 3) Contract with an established provider from outside the County
- 4) Form a 28E agreement with all municipalities in the county to share the costs
- 5) An outside group to form a nonprofit for the county to contract with
- 6) Washington County Hospital and Clinics to operate the service
- 7) Establish a county-operated ambulance and Quick Response Service (QRS)

Below are recommendations based on the concept of a county-managed ambulance system:

- 1) Establish a county-owned Emergency Medical Services (EMS) Department with the goal of providing ambulance service to all Washington County citizens
- 2) Create a working budget
- 3) Create a 3 to 5 year working capital plan
- 4) Collaboration between all interested parties
- 5) Hire a Washington County Ambulance Director
- 6) Public outreach to educate the public
- 7) Create an Ambulance Advisory Board

Also presented and discussed was a draft position description for a Washington County Ambulance Director.

The Board took no formal action

There was no public comment.

The Board canvassed the Washington County results of the November 5, 2019 City/School Election. On motion Seward, seconded by Stoops, the Board voted to accept, as official, the results of the November 5, 2019 City/School Election as canvassed. All City results were final. School results will be finalized and canvassed on November 19, 2019, after adding results from adjoining counties. Official results are detailed on the Washington County website.

At 10:34 a.m. on motion by Seward, seconded by Stoops, the Board voted to adjourn.

ATTEST:

November 12, 2019

ROBERT C. YODER
Chairperson, Board of Supervisors

DANIEL L. WIDMER
County Auditor