

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
MONDAY, NOVEMBER 26, 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; discussion and possible action regarding FY21 budget; HACAP annual report and FY21 funding request; approval of Washington County Bridge Inspection and Rating Program Agreement for 2020 & 2021; update from Washington County Ambulance Advisory Committee; discussion and possible action to approve purchase agreement with Cellsite Solutions, LLC for radio equipment shelters and antenna sites – Communications Project; public comment; adjourn. Supervisors Abe Miller, Stan Stoops, Richard Young, 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; Marissa Reisen, County Emergency Management Director; Jeff Garrett, County Treasurer; Jennine Wolf, County Environmental Health Director; Shawn Ellingson, Chief Deputy Sheriff; Jacob Thorius, County Engineer; Amber Day, Deputy Auditor; Jo Greiner, County Recorder; Danielle Pettit-Majewski, County Public Health Director; Kelly Litwiller, Wellman City Administrator; Ryan Schlabaugh, Kalona City Administrator; Christine Yancey, Riverside City Administrator; Jane Drapeaux and RenElla Crawford, HACAP; Amber Williams, Board of Supervisors Administrative Assistant; and citizens Tom Duwa, Karyl Miller, Bill Miller, Charlotte Stalder, Denny Stalder, and Angela Lowe.

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

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

Miller suggested that with regard to the FY21 Washington County Budget the Board provide an operating budget directive of 0% for line item increases from the FY20 budget unless an increase could be justified. Stoops, Yoder, Seward and Young expressed agreement with Miller with Young emphasizing that increases would be granted provided that the reason for an increase could be justified. On motion by Miller, seconded by Seward, the Board voted to approve a 0% target increase, with the exception of wages, for departmental spending for operations for FY21 unless an increase can be justified by the department head and agreed to by the Board of Supervisors.

On behalf of Hawkeye Area Community Action Program, Inc. (HACAP), Jane Drapeaux and RenElla Crawford gave a brief overview of the organization's vision, mission, goals, and guiding principles. They shared that 2,204 people living in 868 households in Washington County were served between October 1, 2018 and September 30, 2019 which is a 4% increase over the previous year. In total low-income households received \$1,031,464 in assistance while 492 low-income households received a total of \$425,915.00 in energy (heat) assistance. A total of 34 homes occupied by low-income families in Washington County were weatherized which increased fuel efficiency by approximately 25% while 40 households received emergency energy assistance that totaled \$347,805.00. There were also 13 households that received emergency furnace replacements which represented \$20,715.00 in property improvements. A total of 210,426 pounds of food were distributed to 24 partner agencies and Operation Backpack provided weekend food assistance to 157 elementary school students that attend school at Mid-Prairie and Washington. The HACAP mobile food pantry provided 168 people living in 91 households with monthly food assistance at an estimated market value of \$20,700.00 which equals about \$19.00 per month in food assistance per family. Citizen Angela Lowe shared examples of the assistance that HACAP has provided to her and her family. Unfortunately, according to Drapeaux and Crawford, homelessness is increasing in Washington County, most housing programs are full, and the cost to rent a home is also increasing. In closing Drapeaux and Crawford requested financial support from the county in the amount of \$125,000.00 for FY21 in order to maintain HACAP's Washington County base of operations. This amount is equal to the amount of funding assistance from Washington County for the present fiscal year. The HACAP report is available in the Auditor's office. The Board took no formal action.

County Engineer Jacob Thorius presented the Board with documents related to annual bridge inspections of various county bridges. Thorius stated that his department lacks the staffing and expertise to perform state-required inspections and thus he proposed using the firm of Calhoun-Burns and Associates, Inc., located in West Des Moines, to complete the inspections. He added that Washington County has relied on Calhoun-Burns to perform such inspections for over 20 years and Calhoun-Burns and Associates, Inc. does a majority of the required inspections for counties throughout Iowa. The bridges will be inspected for safety and useful life expectancy. Terms of the contract include a cost of \$4,360.00 for 19 inspections scheduled for completion during calendar year 2020 and 111 inspections scheduled for completion during calendar year 2021 at a cost of \$20,830.00. On motion by Stoops, seconded by Young, the Board voted to approve a two-year contract with Calhoun-Burns and Associates, Inc. to provide bridge inspection services in calendar years 2020 and 2021 and to authorize the Chairperson to sign the contract on behalf of the Board.

With regard to a county-operated ambulance service for Washington County, Seward shared documents presented to the Washington County Ambulance Advisory Committee by a group composed of Wellman City Administrator Kelly Litwiller, Kalona City Administrator Ryan Schlabaugh, Riverside City Administrator Christine Yancey, Washington City Administrator Brent Hinson, Washington Police Chief Jim Lester, Wellman Fire Chief Jeremy Peck, Hospice of Washington Executive Director Katrina Altenhofen, and Washington County Hospital & Clinics CEO Todd Patterson. The documents were estimates related to projected costs to place an ambulance "on the street", projected start-up costs, and projections for on-gong expenses assuming a county-operated ambulance service. Other documents presented to the Ambulance Advisory Committee outlined the cost of a new ambulance and equipment, and finally the required steps that must be completed in order to make a county-owned ambulance a reality. Litwiller encouraged the Board to make a decision soon with regard to the question of whether on July 1, 2020 ambulance service would be a county function and department and if the answer to that question is yes then the hiring of an Ambulance Services Director needs to take place as soon as possible. Schlabaugh stated the committee, among other criteria, based their expense projections on data from other counties similar in size to Washington County that operate county-owned ambulance services. In order to aid in meeting the July 1, 2020 deadline the committee did not spend a great deal of time

identifying collaborative possibilities and partnerships although such possibilities will be studied in the future. Schlabaugh reminded with regard to a county-owned ambulance system being in place by July 1, 2020 there is much work to be done as currently the County owns only 2 ambulances and 5 LUCAS chest compression devices. Discussion next centered on the budget amount of \$85,000.00 for the annual rate of compensation for an Ambulance Director. In response to a question Schlabaugh explained that the compensation amount was based on amounts paid by other counties similar to Washington County in size and population. Schlabaugh noted that Washington Police Chief Jim Lester had prior experience in establishing a county-operated ambulance system in another Iowa county and as a result provided valuable assistance. On motion by Stoops, seconded by Seward, the Board voted to approve a plan to operate a county-wide ambulance system. County IT/Budget Director Cyndie Sinn recommended that Deputy Auditor Amber Day be involved in the process of preparing a job description for the position of Ambulance Director as well as the process of conducting interviews.

On motion by Seward, seconded by Seward, the Board voted to approve a purchase agreement with Cellsite Solutions, LLC for radio equipment shelters and antenna sites related to the Communications Project and to authorize the Chairperson to sign the agreement on behalf of the Board of Supervisors. Terms of the contract call for payment by the County to Cellsite Solutions, LLC in the amount of \$245,535.00 in return for 6 used 11' W x 20' L Fibrebond Concrete Shelters.

There was no public comment.

At 10:00 a.m. on motion by Miller, seconded by Young, the Board voted to adjourn.

ATTEST:

November 26, 2019

ROBERT C. YODER
Chairperson, Board of Supervisors

DANIEL L. WIDMER
County Auditor