

Muscatine County Board of Supervisors
Monday, January 11, 2021

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Holliday, Sauer, Saucedo, Mather and Sorensen present. Chairperson Saucedo presiding.

On a motion by Mather, second by Sauer, the agenda was approved as presented. Ayes: All.

On a motion by Sorensen, second by Sauer, the Board approved claims dated January 11, 2021 in the amount of \$502,082.32. Ayes: All.

Discussion was held with Planning and Zoning Administrator Eric Furnas regarding a change order with FSS Incorporated, previously approved by Furnas, for the Muscatine County Sheriff's Office Addition Project. Furnas stated the contractor recommended the County add latch protectors on the exterior doors to the Sheriff's Office for protection from ice accumulation in the latches. On a motion by Sorensen, second by Mather, the Board affirmed a change order to add four latch protectors with FSS Incorporated, previously approved by Furnas, for the Muscatine County Sheriff's Office Addition Project in the amount of \$200.00. Ayes: All.

Discussion was held with Furnas regarding acceptance of a bid and authorization for the Planning and Zoning Administrator to execute a contract for the demolition at 1995 Sweetland Road. Furnas presented the following bids for demolition and disposal: Broders Excavating - \$23,200; Triple B Construction - \$22,900; and SULZCO, LLC - \$20,200. Furnas recommended the Board accept the apparent low bid from SULZCO, LLC. On a motion by Sorensen, second by Holliday, the Board accepted the bid from SULZCO, LLC for demolition and disposal of the single family residence at 1995 Sweetland Road in the amount of \$20,200 and authorized the Planning and Zoning Administrator to execute the contract. Ayes: All.

Furnas updated the Board on various building projects.

On a motion by Sorensen, second by Mather, the Board approved the County Recorder's Office Report of Fees Collected for the quarter ending December 31, 2020 in the amount of \$84,130.91. Ayes: All.

On a motion by Sauer, second by Sorensen, the Board approved the County Sheriff's Office - Civil Department's Report of Fees Collected for the quarter ending December 31, 2020 in the amount of \$14,427.70. Ayes: All.

On a motion by Sorensen, second by Mather, the Board approved the County Treasurer's Office Report of Fees Collected for the quarter ending December 31, 2020 in the amount of \$166,945.66. Ayes: All.

On a motion by Sorensen, second by Mather, the Board approved the County Auditor's Office Report of Fees Collected for the quarter ending December 31, 2020 in the amount of \$318.50. Ayes: All.

On a motion by Sauer, second by Holliday, minutes of the January 4, 2021 regular meeting were approved as written. Ayes: All.

Correspondence:

All Supervisors received an email from Public Health Director Christy Roby-Williams regarding COVID-19 updates.

All Supervisors received an email from Emergency Manager Brian Wright regarding COVID-19 updates.

Saucedo received a call from Paul Carroll regarding a project on the history of the Muscatine community.

Committee Reports:

Mather attended a Muscatine Community Health Association meeting January 6th.

Mather attended a Seventh Judicial District meeting January 8th.

On a motion by Mather, second by Sorensen, the Board approved increasing Muscatine County's insurance limit for ICAP Crime Coverage to \$100,000 and the limit on the Travelers Bond to \$500,000. Ayes: All.

On a motion by Sorensen, second by Mather, the Board amended Muscatine County's Health Care and Dependent Care Flexible Spending Arrangements to allow unused contributions to be carried over to the following plan year for 2020 and 2021 only. Ayes: All.

On motion by Sorensen, second by Mather, the Board approved 2021 appointments to the following Boards and Commissions: Ayes: All. Board consensus was to cease appointing a representative to Milestones Area Agency on Aging. Sorensen encouraged community volunteers to step up and assist the Agency.

Bi-State Regional Planning Commission	Saucedo and Sauer
Bi-State Drug and Alcohol Consortium	Mather
City of Muscatine Transportation Zone Commission	Saucedo
Community Volunteer Nominating Committee	Mather
Decategorization Board	Mather
Eastern Iowa MH/DS Region	Sorensen and Saucedo
Greater Muscatine Chamber of Commerce and Industry	Saucedo
Mississippi Valley Workforce Area Board	Mather
Muscatine Community Health Association	Mather
Muscatine County Board of Health (ex-officio)	Sauer
Muscatine County Conservation Board (ex-officio)	Sauer
Muscatine County E911 Service Board	Sorensen
Muscatine County Enterprise Zone Commission	Saucedo
Muscatine County Fair Board	Holliday
Muscatine County Flood Control Commission	Holliday and Saucedo
Muscatine County/Muscatine City Joint Administration Board (Emergency Management)	Sorensen
Muscatine County REAP Commission	Sauer

Muscatine County Safety Committee	Holliday
Muscatine County Veterans Affairs Commission (ex-officio)	Mather
Muscatine County Solid Waste Mgmt. Agency	Saucedo
Region 9 Transportation Policy Board	Sorensen
Seventh Judicial District Dept. of Correctional Services Board	Mather
WELEAD (West Liberty Economic Area Development)	Saucedo
Wilton Development Corporation	Holliday
Muscatine County Joint Communications Commission (Standing appointments until Board resolution to change)	Holliday Sorensen

M.A.G.I.C. Board (2 year terms)	Mather – term ends 12/31/21 Sorensen – term ends 12/31/22
River Bend Transit Board of Directors	Sauer – term ends 12/31/22
Lower Cedar Watershed Management Authority	Eric Furnas – primary Jeff Sorensen - alternate
Bi-State Regional Trails Committee	Saucedo and Curt Weiss
Ad Hoc Conference Board Committee	Sauer
Examining Board (Assessor)	Sherry Seright

Emergency Manager Brian Wright updated the Board on COVID-19 in Muscatine County.

The Board recessed at 9:33 A.M. and reconvened at 9:43 A.M.

GIS Manager Mark Yerington reviewed the FY21/22 MAGIC budget stating the budget has no significant changes. Yerington stated there has been an increase in licensing fees, however, MAGIC also received more software. Yerington stated MAGIC will be assisting the Auditor's Office with Redistricting after the 2020 Census.

County Attorney James Barry reviewed the FY21/22 budget request for the Attorney's Office stating significant changes in the budget are a result of his decision to have monies taken through Fines Collection go to the County's General Fund and not be used for costs in the Attorney's Office. Barry stated there is an increase for Training so the Assistant County Attorneys may take advantage of more training opportunities.

County Treasurer Amy Zybarth reviewed the FY21/22 budget request stating there are minor changes in Motor Vehicle and Tax Department. Zybarth stated the largest increase in costs is postage due to the number of people who are completing transactions on-line causing the need to mail more receipts. Zybarth stated Revenue on Investments has significantly decreased due to lower interest rates.

County Recorder Sarah Hearst reviewed the FY21/22 budget request stating she is asking for approximately the same as last year. Hearst stated Revenue significantly increased due to the active real estate market and a rise in Boat and ATV fees. Hearst stated she continues to budget for digitizing record books.

The Board recessed at 10:30 A.M. and reconvened at 1:00 P.M.

County Engineer Keith White reviewed the FY21/22 budget request for Secondary Roads stating the major change is construction which is driven by the program including bridges and box culverts. White stated he hopes to fill a position that has been open for over a year. White stated the Engineering Supplies Budget was lowered by \$10,000. White reviewed Capital Expenditure Requests including purchasing two Tandem Plow Trucks, with trade; a Motor Grader, with trade; three Light Duty Trucks; and other equipment.

Planning and Zoning Administrator Eric Furnas reviewed the FY21/22 budget request for Zoning/Environmental Services stating he did not have major increases in the Environmental Services or Zoning Budgets. Furnas stated Zoning trades the department's two trucks on an every two year cycle because of the available government pricing. Furnas stated he recommends staggering the cycle and trade-in one truck this year, which is the two year mark and the other truck after three years. Furnas stated he wants to determine if waiting until the third year would improve the cost per year payoff. Board consensus was for Furnas to adjust to a two year/three year trade-in cycle.

The Board reviewed the FY21/22 budget request for Court Services with Administrative Services Director Nancy Schreiber and Budget Administrator Sherry Seright.

The Board reviewed the FY21/22 budget request for General Services with Administrative Services Director Nancy Schreiber and Budget Administrator Sherry Seright. Seright stated Custodial Supplies have increased due to COVID related expenses. Schreiber stated maintenance staff positions were re-graded to keep the County competitive in the job market.

The Board reviewed FY21/22 budget requests from Administration and the Board of Supervisors with Administrative Services Director Nancy Schreiber and Budget Administrator Sherry Seright. Schreiber stated there have been no major changes in the budget requests.

The Board recessed at 3:14 P.M. and reconvened at 3:29 P.M.

The Board reviewed the FY21/22 budget request for Medical Examiner with Chief Medical Examiner Investigator Tom Summitt. Summitt stated last year was the busiest year yet with 380 investigable deaths. Summitt stated part of the reason for the increase is because the ME's Office is now investigating Hospice deaths. Summitt stated he increased the budget for Equipment and Supplies for purchase of disposable items.

The meeting was adjourned at 3:54 P.M.

ATTEST:

Susan J. O'Donnell
Second Deputy Auditor

Santos Saucedo, Chairperson
Board of Supervisors