

Muscatine County Board of Supervisors  
Monday, October 25, 2021

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Sauer, Sorensen and Saucedo. Holliday and Mather were absent. Mather electronically joined the meeting at 9:14 A.M. Chairperson Saucedo presiding.

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

A Public Hearing was called to order by Chairperson Sorensen at 9:01 A.M. on a request from Humberto Vazquez Cobos and Dolores Ortiz Ramos, Record Owners, to rezone approximately 3.13 acres in Wapsi Township, East of 701 E. 6<sup>th</sup> Street in West Liberty, in the NE ¼ of Sec. 12-T78N-R4W from A-1 Agricultural District Zoning Classification to I-2 Heavy Industrial District Zoning Classification. Planning and Zoning Administrator Eric Furnas stated the I-2 Heavy Industrial zoning is required and the Muscatine County Zoning Commission does not recommend to rezone this property. Humbertos Vasquez Cobos, 701 East 6<sup>th</sup> Street, West Liberty, Iowa stated his request to rezone his property is to provide custom butchering as a small-scale slaughter house with no cold storage after the process. Lee Gertz, West Liberty City Clerk spoke in favor of Cobos and stated if the property was annexed into the city then permitting may be allowed for this type of business. David Hogan, West Liberty City Manager stated there are more options with a West Liberty City special use permit and recommends Cobos work with the city instead of rezoning. Furnas explained the zoning for any type of commercial slaughter business requires the I-2 Heavy Industrial zoning and there is not a different definition for custom butchering. Sorensen stated he does not recommend I-2 zoning for this area as it would be spot zoning and the county should look at a long-term zoning plan to accommodate zoning for a business of this type. Cobos asked if a home occupancy permit would be allowed. Furnas stated a county home occupancy ordinance is allowed but it is typically a business with only one employee, no signage and no trucks over one ton. Furnas stated the zoning commission has discussed separating zoning levels for smaller scale business such as custom butchering. Furnas stated with direction from the Board new zoning levels can be addressed for future requests. Sauer asked if the custom butchering shop would use city water and sewer and if a health and food inspector has been contacted. Cobos stated the building has not been constructed but city water and sewer are being considered. On a motion by Sorensen, second by Sauer, the public hearing was closed. Ayes: All.

On a motion by Sorensen, second by Sauer the Board denied the request from Humberto Vazquez Cobos and Delores Ortiz Ramos, Record Owners, to rezone approximately 3.13 acres in Wapsi Township, East of 701 E. 6<sup>th</sup> Street in West Liberty, in the NE ¼ of Sec. 12-T78N-R4W from A-1 Agricultural District Zoning Classification to I-2 Heavy Industrial District Zoning Classification. Roll Call Vote: Ayes: All. Saucedo stated he recommends Cobos contact the City of West Liberty for a possible special permit and encourages the county to look at long-term separate zoning for small businesses of this type.

Discussion was held with Administrative Services Director Nancy Schreiber and County Attorney Jim Barry regarding the Amended and Substituted County Electronic Services System 28E Agreement with County Recorder, Sarah Hearst. Schreiber stated this agreement has been in place since 2005 and this resolution amends the agreement so the County Electronic Services System

enters into the contracts instead of the Recorder's Association. Barry stated the 28E Agreement is required due to changes in state legislation. On a motion by Sorensen, second by Sauer, the Board approved Resolution #10-25-21-01 Approving an Amended and Substituted County Electronic Services System 28E Agreement. Roll call vote: Ayes: All.

**RESOLUTION #10-25-21-01**  
**APPROVING AN AMENDED AND SUBSTITUTED COUNTY ELECTRONIC**  
**SERVICES SYSTEM 28E AGREEMENT**

WHEREAS, there is presented an amended and substituted Chapter 28E Agreement –County Electronic Services System between the the Iowa County Recorder's Association and 98 Iowa counties, including Muscatine County Iowa, which is attached as Exhibit A to this resolution and incorporated by reference; and

WHEREAS, the Board of Supervisors finds that the approval and execution of this Agreement will serve the public interest.

NOW, THEREFORE, BE IT RESOLVED by the Muscatine County Board of Supervisors as follows:

1. The Muscatine County Board of Supervisors hereby approves the amended and substituted County Electronic Services System agreement, which is attached as Exhibit A to this resolution.
2. The Chair and County Auditor are hereby authorized to execute the amended and substituted County Electronic Services System agreement on behalf of Muscatine County, Iowa.
3. Any resolution or part thereof in conflict or inconsistent with this resolution is repealed.

PASSED AND APPROVED this 25th day of October, 2021.

ATTEST:

/s/Tibe Vander Linden  
Muscatine County Auditor

/s/Santos Saucedo, Chairperson  
Muscatine County Board of Supervisors

Planning and Zoning Administrator Eric Furnas discussed the Muscatine County Jail Booking Expansion Project Change Order #15R. Furnas stated the change order #15R is a county-initiated change to add power, data and HDMI connections from the booking desk area to the wall opposite the booking station for the purpose of adding (2) wall mounted monitors to display security camera footage from holding and other booking area locations. On a motion by Sorensen, second by Sauer the Board approved Change Order Number 15R for the Muscatine County Jail Booking Expansion Project in the amount of \$4,314.56. Ayes: All.

Furnas reviewed Change Order #16 to add one additional access panel in holding areas for maintenance access to above ceiling equipment. On a motion by Sauer, second by Sorensen, the Board approved Change Order #16 in the amount of \$1,447.19. Ayes: All.

Sheriff Quinn Riess, Muscatine Police Captain Tony Kies and Muscatine City Engineer Pat Lynch reviewed the Professional Services Agreement with MSA Professional Services, Inc. regarding a proposal to partner with City of Muscatine for assistance with siting, design and construction of a new joint firearms range/training facility. Lynch stated the Phase 1, Site Selection Assistance proposal presented for approval is for a scope of services to locate five or less sites conducive for construction of a training facility and 300-yard shooting range for joint use by Muscatine Police Department and Muscatine County Sheriff's Department. Lynch stated the \$70,000 contract fee for site selection assistance will depend on the amount of time the MSA Professional Services team will identify sites to determine the site criteria and it is not to exceed \$70,000. Kies stated the concept idea of the training facility and shooting range is to establish an outdoor facility and enhance training. Lynch stated the contract fee is a joint amount and the cost will be split between the City of Muscatine and the County. Lynch noted the City of Muscatine has approved their portion of the cost pending the County's approval. Sorensen asked about county funding and budgeting for the contract fee. Administrative Services Director Nancy Schreiber stated the fee can be added as a budget amendment if necessary. Schreiber stated the Muscatine County Jail is currently bringing in more revenue than is budgeted. Sauer stated his concern is what if the MSA team cannot find a location to fit the criteria within the county and a land owner willing to sell. Lynch stated that if no site is found to meet the criteria that is a possible risk of this contract. Lynch stated if the team cannot locate a suitable location in the initial search with the GIS process then the process will be stopped and the contract fee could possibly be less cost. Sorensen questioned if a suitable location is found in another county or state if we can construct a facility outside our jurisdiction. County Attorney Barry stated the county would request cooperation with the outside entity and a 28E Agreement would be established. Mather asked if MSA will design the facility site, conduct a suitability analysis with neighbors and how broad is the geography search. Lynch stated MSA is intended to be the design team as they were selected from seven firms through a Request for Quotation (RFQ) process; public input will be included in the process after the sites are determined and the geography range recommended is a 15 to 20-minute drive from the city. Kies stated the intent to find an outdoor range and facility in Phase 1 is considerably less cost than constructing an in-door facility. Sauer stated the importance of selecting a site with no potential of flooding. Saucedo asked if there have been discussions with the National Guard Armory as to joining services. Lynch stated that in past discussions with the National Guard the costly training fees concluded it is not an option to consider. Lynch stated he will manage the contract process with MSA. On a motion by Sorensen, second by Mather, the Board approved partnering with City of Muscatine in contracting with a Professional Services Agreement with MSA Professional Services, Inc. for an amount up to \$35,000 for the County's share of the contract fee for site selection assistance of a new joint firearms range/training facility. Ayes: All.

On a motion by Sorensen, second by Sauer, the Board approved the following utility permits: Lumen – bury service wire and plow 370 ft, 3 pair 24 gauge cable from house to PED crossing under Seven Springs Road, at 2103 Seven Springs Road, Section 31-T77N-R02W; and Eastern Iowa REC of Wilton, Iowa – bore under North Mulberry Avenue to existing pole from members

at 1636 North Mulberry Avenue and bore under Bayfield Road at 2110 Bayfield Road and remove overhead primary. Ayes: All.

County Engineer Keith White updated the Board on secondary road projects.

On a motion by Sorensen, second by Sauer the Board approved the Muscatine County Recorder's Office Report of Fees Collected for the quarter ending September 30, 2021 in the amount of \$82,480.33. Ayes: All.

On a motion by Sauer, second by Sorensen, minutes of the October 18, 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 a letter from the City of West Liberty stating the city is opposed to a zoning request from A-1 Agricultural to I-2 Heavy Industrial District.

Saucedo received an email from the state regarding potential state contracts and vendors that are approved. Saucedo forwarded the email to Budget Administrator Sherry Seright.

Saucedo received an email from Robbie Rock, Emergency Management member regarding potential flooding.

Saucedo received an email from West Liberty Communications regarding broadband expansion funding. Saucedo forwarded the email to Administrative Services Director Nancy Schreiber and Budget Administrator Sherry Seright.

Saucedo received an email from Wilton Communications regarding broadband expansion funding. Saucedo forwarded the email to Administrative Services Director Nancy Schreiber and Budget Administrator Sherry Seright.

Schreiber received a letter stating the Muscatine County Jail was recently inspected and has passed inspection with no issues.

#### Committee & Meeting Reports:

Sorensen attended the Eastern Iowa Mental Health Region Board meeting on October 18, 2021.

Sorensen attended the M.A.G.I.C. Board meeting on October 20, 2021.

Sorensen attended the Eastern Iowa Mental Health and Disabilities Services Board meeting on October 21, 2021. Sorensen stated a county budget amendment will be presented in the future due to fund balances being pooled to the region due to new state legislation.

Sorensen attended the Muscatine County Joint Communications Commissions meeting on October 21, 2021.

Saucedo attended the Muscatine Center for Social Action meeting on October 21, 2021.

Saucedo attended the Greater Muscatine Chamber of Commerce and Industry meeting on October 22, 2021.

Sauer attended the Muscatine County Conservation Board meeting on October 18, 2021.

Sauer attended the River Bend Transit Board meeting on October 20, 2021.

On a motion by Sorensen, second by Sauer, the Board approved a Memorandum of Understanding with the AFSCME Unit to add a Food Service Worker II Pay Classification. Ayes: All.

Discussion was held with Schreiber regarding a request for the Chair to sign an Iowa Department of Public Health Service Agreement for Mediocolgal Death Investigator Training in the amount of \$1,300. Schreiber stated the grant presented is to allow for full funding to train two additional medical examiners. On a motion by Sorensen, second by Sauer, the Chairperson was authorized to sign an Iowa Department of Public Health Service agreement for Medicolegal Death Investigator Training in the amount of \$1,300.00. Ayes: All.

On a motion by Sorensen, second by Sauer, the Board adopted the following 2022 Muscatine County Holiday Schedule. Ayes: All.

HOLIDAY	DAY OF OBSERVANCE
New Year's Day	Friday, December 31, 2021
Memorial Day	Monday, May 30, 2022
Independence Day	Monday, July 4, 2022
Labor Day	Monday, September 5, 2022
Veterans' Day	Friday, November 11, 2022
Thanksgiving	Thursday, November 24, 2022
Day after Thanksgiving	Friday, November 25, 2022
Christmas Eve	Monday, December 26, 2022

In addition to the holidays enumerated above, staff is granted three unscheduled holidays (personal days) to be used in 2022. Personal days are intended to be used in whole day increments.

On a motion by Sauer, second by Sorensen, the Board approved the October 2021 payroll claims. Ayes: All.

The meeting was adjourned at 10:25 A.M.

ATTEST:

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Tibe Vander Linden  
County Auditor

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Santos Saucedo, Chairperson  
Board of Supervisors