

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
MONDAY, JANUARY 12, 2021**

At 9:03 a.m. Chairperson Richard Young called to order in regular session a meeting of the Washington County Board of Supervisors which took place in the Washington County Courthouse. Items on the agenda included the following: approval of agenda; public comment related to agenda items; annual report and FY22 funding request – Hawkeye Area Community Action Program, Inc.; annual report and FY22 funding request – English River Watershed; annual report and FY22 funding request – Washington Economic Development Group; annual report and FY22 funding request – Main Street Washington; Quarterly report – Outreach; personnel change request – Treasurer; appointment of individuals to various commissions, boards, and committees; appointment of individuals to the positions of Deputy Sheriff, Reserve Deputy Sheriff, and Civil Process Server; discussion and action regarding proposed changes to Washington County Employee Manual; COVID-19 update; department head comment; adjourn. Supervisors Jack Seward, Bob Yoder, Stan Stoops, and Abe Miller were also present.

Others attending were: Mary Zielinski, The News; Marissa Reisen, County Emergency Management Coordinator; Michelle Hyman and Amber Day, County Auditor's Office; Jeremy Peck and Pat Curl, County Ambulance Service; Jacob Thorius, County Engineer; Brandon Hamilton, County Outreach Director; Brent Hinson and Mary Audia, Washington Economic Development Group; and Amber Williams, Board of Supervisors Administrative Assistant. Various other individuals listened and/or watched remotely by way of electronic means.

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

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

There was no public comment.

On behalf of Hawkeye Area Community Action Program, Inc. (HACAP), Jane Drapeaux and RenElla Crawford shared that during the period of October 1, 2019 through September 30, 2020, HACAP served 1,930 people living in 776 households in Washington County. Drapeaux explained that the COVID pandemic and the August 10, 2020, Derecho windstorm altered where and how HACAP services were provided. She also commented that HACAP supplied \$460,371.00 in energy assistance. The HACAP Food Reservoir provided 237,062 pounds of food to 24 partner agencies and programs in Washington County in FY20. Operation Backpack supplied weekend food assistance to approximately 150 elementary school students in Washington County and the HACAP mobile food pantry provided food assistance to over 300 individuals. Drapeaux and Crawford requested financial support from the county in the amount of \$120,000.00 for FY22 in order to maintain HACAP's Washington County base of operations. This amount is equal to the amount of funding assistance provided by Washington County to HACAP for the past several years. The Board took no formal action. The HACAP report is available in the Auditor's office.

Ryan Schlabaugh participated by electronic means and on behalf of the English River Watershed Management Authority (ERWMA) thanked the Board for its annual financial support of \$10,000 over the past few years and requested the same amount for FY22. The English River Watershed is part of the Lower Iowa River watershed and covers 639 square miles. It covers portions of six counties (Iowa, Keokuk, Poweshiek, Johnson, Washington, and Mahaska) and includes 16 member organizations and is governed by representatives from each of the 16 organizations. The largest urban area in the English River Watershed is Kalona. Reducing local flood impact and improving soil and water quality are the goals of the ERWMA. The ERWMA is committed to education and urban/rural partnerships in order to reach its goals of reducing local flood impact and improving soil and water quality. The Board took no formal action.

Mary Audia and Brent Hinson, on behalf of the Washington Economic Development Group (WEDG), provided a list of projects that WEDG was involved with during FY2019-20 which included among other things a new \$4 million Washington Wellness Park, a 70-unit residential development in Riverside, development of the former 200-acre Shiloh property south of Kalona, expansion of the Premier 1 Supplies facilities which is expected to lead to an estimated 25 new employees over the next three years, paving projects on the Kewash Trail, and the gifting of property to the City of Washington by Whitesell. Audia and Hinson requested \$30,000.00 in funding assistance from Washington County for FY22 which compares to \$19,400.00 for current FY21. Such funding would be used to focus on business retention and expansion, attracting companies to the Washington County Area, improving communication between the WEDG Board and WEDG investors, building a multi-year strategy, and to establish a funding base to ensure a strong WEDG program in the future. The Board took no formal action. The WEDG report is available for review in the Auditor's office.

Main Street Washington (MSW) Executive Director Sarah Grunewald participated by telephone and stated that the mission of Main Street Washington is to create a culturally diverse and economically vibrant downtown district. Grunewald maintained that such a mission is achieved through strong partnerships, historic preservation, and coordinated events designed to empower local businesses, volunteers, and the community. Since 2008 there have been 42 business starts, relocations, and/or expansions, a net gain of 850 new jobs, 82 buildings that were rehabbed, over \$15 million in private dollars invested in building rehabilitation and acquisition, and 20,624 volunteer hours. Despite challenges faced in 2020 due to COVID-19, MSW was able to promote private investment in

building repair and rehabilitation through the use of Washington Incentive Fund grants and Downtown Investment Grants, as well as technical assistance from Main Street Iowa architectural consultants. During 2020 more than 10 businesses opened in or relocated to downtown Washington. Grunewald requested funding from the County in the amount of \$6,971.00 for FY22 which is a 2% increase from the level of funding for FY21. The Board took no formal action. The complete report is available in the Auditor's office.

Outreach Director Brandon Hamilton reported that as of December 31, 2020, there were a total of 99 probation individuals which is a decrease of 6 from the July 31, 2020 report. Hamilton shared that Outreach collected \$3,250.00 in supervision fees during FY20 and so far in FY21 the amount totals \$995.00. Hamilton typically holds face-to-face meetings each week with clients and since August 1, 2020, there have been 21 new cases. In closing Hamilton stated that the current average number of discharges per month is 6. The Board took no formal action. The complete report is available in the Auditor's office.

On motion by Miller, seconded by Yoder, the Board voted to acknowledge, and authorize the Chairperson to sign on behalf of the Board, a personnel change request from the Treasurer's Office for Alicia C. Pacha whose rate of pay will increase to \$18.47 effective January 14, 2021 due to a change in job classification from Clerk I to Clerk II.

Due to the upcoming January 27, 2021 resignation of Miller as a Washington County Supervisor the Board made the following appointments:

On motion by Seward, seconded by Yoder, the Board voted to appoint Stoops as the Board's representative on the Washington County Minibus Board.

On motion by Seward, seconded by Stoops, the Board voted to appoint Young as the Board's representative on the Decategorization (DECAT) Board.

On motion by Seward, seconded by Miller, the Board voted to appoint Stoops as the Board's representative on the Southeast Iowa Multi-County Solid Waste Agency (SEMCO) Board.

On motion by Seward, seconded by Yoder, the Board voted to appoint Young as the Board's representative on the East Central Iowa Council of Government (ECICOG) Board.

On motion by Miller, seconded by Yoder, the Board voted to appoint Seward as the Board's representative on the English River Watershed Board.

On motion by Miller, seconded by Yoder the Board voted to appoint Stoops as the Board's alternate representative on the English River Watershed Board.

On motion by Miller, seconded by Yoder, the Board voted to appoint Seward as the Board's alternate representative on the Local Emergency Planning Committee (LEPC).

On motion by Miller, seconded by Yoder, the Board voted to appoint Seward as the Board's alternate representative on the Washington County Emergency Management Board.

On motion by Seward, seconded by Miller, the Board voted to appoint Yoder as the Board's representative on the 8th Judicial Board of Corrections and to appoint Stoops as the Board's alternate representative on the 8th Judicial Board of Corrections.

On motion by Seward, seconded by Stoops, the Board voted to appoint Stoops as the Board's representative on the South Iowa Area Crime Commission Service Agency (SIACC) and to appoint Seward as the Board's alternate representative on SIACC.

On motion by Yoder, seconded by Miller, the Board voted to appoint Seward as the Board's representative on the SE Iowa Link (SEIL) Board and to appoint Young as the Board's alternate representative on the SEIL Board.

On motion by Yoder, seconded by Miller, the Board voted to appoint Doug Havel to complete an unexpired term ending on December 31, 2021, on the Riverside Planning and Zoning Commission. Havel will represent the two-mile area outside of the City of Riverside.

On motion by Seward, seconded by Yoder, the Board voted to approve the appointment of the following individuals to the position of **Deputy Sheriff**: Shawn Ellingson, Justin Adams, Jayse Horning, Jason Schlabaugh, Eric Weber, Timothy Smit, Randy Tinnes, Nathan Schmuecker, Chad Ellis, Nolan Burke, Aaron Gould, Lucas Snedigar, Robyn Hoppman, William Fiordelise, Kirk Bailey, and Tyler Kleese. Each individual's term ends December 31, 2024.

On motion by Seward, seconded by Stoops, the Board voted to approve the appointment of the following individuals to the position of **Reserve Deputy Sheriff**: Nick Shelman, Zach Haworth, Michael Cope, Jordan Farrier, and Doug Conrad. Each individual's term ends December 31, 2024.

On motion by Seward, seconded by Miller, the Board voted to approve the appointment of the following individuals to the position of **Civil Process Server**: Jason Tinnes, Michael J. Yoder, Jopancia Albright, Michael Alf, Chelsea Castro, Ted Leeper, Dennis Boecker, Karla Davis, Inocencia Diaz, Pamela Miller, Colton Schneider, Gina Greiner, Kyle Hartsock, Sarah Garrett, Michael Cope, Ellie Todd, and Toni Hunter. Each individual's term ends December 31, 2024.

The Board next took up consideration of proposed changes to the Washington County Employee Manual. Points of discussion included proposed changes to Section 3.1 related to "Definition of Employee status", Section 3.2 related to "Overtime", Section 4.1 related to "Pay For Holidays Not Worked", and Section 4.1 related to "Pay For Holidays Worked". After a lengthy discussion the Board took the following action:

On motion by Seward, seconded by Yoder, the Board voted to approve a change to Section 3.2 of the Washington County Employee Handbook related to overtime computation as follows: Only hours worked, which includes holiday hours worked and holiday pay, shall be counted for the purpose of computing overtime.

On motion by Miller, seconded by Yoder, the Board voted to approve a change to Section 4.1 of the Washington County Employee Handbook related to compensation for holidays not worked as follows: Holiday compensation will be based on a standard eight (8) hour workday.

On motion by Seward, seconded by Miller, the Board voted to approve a change to Section 3.1 of the Washington County Employee Handbook related to definition of employee status as follows: A regular part-time employee may be eligible for pro-rated benefits after a waiting period of six (6) months. This may include both paid time off as well as insurance benefits. At that time, a pro-rated benefit amount can be calculated as well as on July 1 of each year thereafter.

On motion by Seward, seconded by Yoder, the Board voted to approve a change to Section 4.1 of the Washington County Employee Handbook related to pay for holidays worked as follows: Full-time or regular part-time non-exempt employees who work on a holiday will receive time and one-half (1 and 1/2) their regular hourly rate for all hours worked on the holiday. This is in addition to any holiday pay (the amount an employee would have received for their regular hours worked on that day) that the employee receives to a maximum of eight (8) hours.

Washington County Public Health Administrator Danielle Pettit-Majewski shared that in Washington County as of 8:45 a.m. on January 12, 2021, a total of 9,973 tests had been conducted to detect for COVID-19 yielding 2,088 positive results. Positive results in the last seven days totaled 73 while the total for the last 14 days is 214. Meanwhile, a total of 1,643 individuals have recovered from COVID-19. 482 serology tests have been conducted in Washington County yielding 64 reactive cases. The Return to Learn percent positivity rate for Johnson County and Jefferson County is 12.1% and 24.6% respectively while the Washington County rate is 18.0%. A total of 30 deaths in Washington County have been attributed to COVID-19 while statewide the total is 4,139. There have been a total of 90 COVID-19 outbreaks in long-term care in Iowa which includes three in Washington County. Presently 10 individuals in Washington County are hospitalized while statewide the total is 552. Pettit-Majewski concluded her remarks stating to date 96,686 COVID vaccines had been administered to individuals in Iowa including 800 in Washington County. The Board took no formal action.

There was no comment from County Department Heads.

At 10:54 a.m. on motion by Yoder, seconded by Miller, the Board voted to adjourn.

ATTEST:
January 12, 2021

RICHARD L. YOUNG
Chairperson, Board of Supervisors

DANIEL L. WIDMER
County Auditor