

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, JANUARY 19, 2020**

At 9:00 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; recognition of long-time employees; PAWS & More Annual Report and FY22 funding request; General Assistance Quarterly Report; Veteran Affairs Quarterly Report; Semi-Annual Report – Treasurer; Quarterly Fee Report – Treasurer; Quarterly Report – Recorder; Quarterly Report – Auditor; Sockum Ridge Park management – Washington County Conservation; appointment of individuals to various commissions, boards, and committees; discussion and possible action regarding proposed Ordinance 21-01; discussion and possible action regarding proposed changes to Washington County Employee Manual; COVID-19 update; department head comment; adjourn. Supervisors Jack Seward Jr., Bob Yoder, Stan Stoops, and Abe Miller were also present.

Others attending were: Mary Zielinski, The News; Marissa Reisen, County Emergency Management Coordinator; Amber Day, Deputy Auditor; Jeremy Peck, County Ambulance Service Director; Sue Rich, County General Assistance/Veteran Affairs Director; Zach Rozmus, County Conservation Director; Cara Sorrells, County Communications Supervisor; Jo Greiner, County Recorder; 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 Yoder, seconded by Miller, the Board voted to approve the agenda as published.

There was no public comment.

Amber Talbot and Cara Sorrells, representing PAWS & More Animal Shelter, addressed the Board to seek financial support in order to continue the group's purpose of providing animal control services for Washington County. Talbot presented figures which showed a total of 679 dogs, cats, and rabbits received in calendar year 2020 compared to a total of 895 animals and 826 animals received in 2019 and 2018 respectively. Talbot attributed the 2020 decrease to COVID-19 and stated that at the beginning of the COVID pandemic the shelter was cleared of animals via foster care and stepped-up adoptions. The annual funding request amount for PAWS & More is arrived at as follows: number of animals accepted from Washington County only, multiplied by the current average boarding fee of \$18.00/day, and then multiplied by the first seven days the animal is in the care of PAWS & More. It was noted that state law requires that an impounded animal must be kept for a minimum of seven days prior to adoption or euthanasia. Based on the funding formula that was presented, the calculation is as follows: 126 county animals x \$18.00/day boarding fee x 7 days = \$15,876.00, plus \$1,200.00 in reimbursement for 20 pick-ups that were provided at a cost of \$60.00 per call, resulting in a total funding amount of \$17,076.00 for FY22. This amount compares to \$34,914.00 for current year FY21 and \$31,344.00 for FY20. Talbot explained that due to COVID-19, PAWS & More was unable to hold its normal schedule of fundraising activities which resulted in a 65% reduction in the amount of funds that would have been raised in a "normal" year. She also stated that grant funding was drastically reduced although PAWS & More was successful in obtaining grant funds which were used to build a new exterior wall which stabilized the south side of the shelter. In closing Talbot requested the same amount of funding in FY22 as that of the current fiscal year (\$34,914.00) rather than \$17,076.00 per the formula that is typically used. The Board took no formal action. The complete report is available in the office of the Washington County Auditor.

General Assistance Director Sue Rich presented the 2nd quarter Washington County General Assistance report for FY21. She reported that during the quarter \$475.00 in benefits were paid to four successful applicants to be used for assistance with rent and utility expenses. On motion by Stoops, seconded by Yoder, the Board voted to acknowledge receipt of the FY21 2nd quarter General Assistance report. The complete report is available in the office of the Washington County Auditor.

Veteran Affairs Director Sue Rich presented the 2nd quarter Washington County Veteran Affairs report for FY21. She reported that during the quarter \$1,365.77 was paid to assist with funeral expenses for one individual. On motion by Seward, seconded by Miller, the Board voted to acknowledge receipt of the FY20 2nd quarter Veteran Affairs report. The complete report is available in the office of the Washington County Auditor.

Treasurer Jeff Garrett provided the Board with the Semi-Annual Statement of Accounts by Funds for the period of July 1, 2020 through December 31, 2020. Garrett explained to the Board that page one of the report lists beginning balances of all funds as of July 1, 2020 which totaled \$19,643,468.56, as well as total receipts of \$37,733,456.84, total disbursements of \$38,213,986.90, operating transfers between funds which netted \$0.00, ending Treasurer's balances totaling \$19,162,938.50, outstanding warrants totaling \$220,916.63, and finally the various Auditor's balances which totaled \$18,942,021.87 as of December 31, 2020. Also included was a breakdown of the \$19,162,938.50 ending Treasurer's balance which included \$13,985,958.99 in liquid assets, \$5,158,790.12 in certificates of deposit, and \$18,189.39 in cash on hand. Page three of the report displayed a summary of revenue and expenditures with total revenues of \$39,058,201.42, adjusted expenditures of \$39,538,731.48, and the ending balance of \$19,162,938.50. Garrett also provided an apportionment summary for the first half of FY21 which showed \$24,874,811.69 in total taxes apportioned as follows.

Semi-Annual Statement of Accounts by Funds for Period of July 1, 2020 thru December 31, 2020

FUNDS	BEGINNING	RECEIPTS	DISBURSEMENTS	OPERATING	TREASURER'S	OUTSTANDING	AUDITOR'S
	BALANCE			TRANSFERS	BALANCE	WARRANTS	BALANCE
General Basic	\$ 3,626,620.64	\$ 4,721,870.19	\$ 4,511,146.29	\$ (312,374.47)	3,524,970.07	\$ 22,122.85	\$ 3,502,847.22
General Supplemental	1,536,645.88	2,235,744.84	2,087,791.19	-	1,684,599.53	2,042.94	1,682,556.59
County MHDS	247,794.89	505,099.89	542,326.40	-	210,568.38	-	210,568.38
Rural Services Basic	608,637.95	2,039,468.49	377,039.85	(1,012,370.11)	1,258,696.48	59,364.01	1,199,332.47
Delinq Fine Collections Co Atty	19,379.32	2,429.52	-	-	21,808.84	-	21,808.84
Law Enforcement County Attorney	4,336.88	66.25	-	-	4,403.13	-	4,403.13
Law Enforcement County Sheriff	50,755.22	-	-	-	50,755.22	-	50,755.22
Secondary Roads	3,085,221.89	3,074,454.19	4,300,915.87	905,469.58	2,764,229.79	83,056.83	2,681,172.96
REAP	129,866.39	12,418.00	-	-	142,284.39	-	142,284.39
Recorders Records Management	53,897.35	2,960.00	-	-	56,857.35	-	56,857.35
Conservation Land Acquisition	316,238.47	84,681.93	27,600.00	-	373,320.40	-	373,320.40
Suppl Environmental Projects	2,638.15	-	-	-	2,638.15	-	2,638.15
Capital Projects	93,857.39	59,604.86	228,377.96	195,000.00	120,084.29	-	120,084.29
Capital Projects-Communications	5,047,021.33	31,949.69	1,498,004.95	-	3,580,966.07	38,458.20	3,542,507.87
Debt Service	30,035.25	181,691.11	43,590.00	-	168,136.36	-	168,136.36
Debt Service-Washington Co Hospital	-	127,746.25	127,746.25	-	-	-	-
Debt Service-Secondary Roads	30,943.77	257,088.58	466,700.00	224,275.00	45,607.35	250.00	45,357.35
Debt Service-Communications	137,721.71	347,056.11	202,125.00	-	282,652.82	300.00	282,352.82
Emergency Management Agency	91,720.61	541,189.33	523,095.29	-	109,814.65	176.51	109,638.14
Communications Commission	393,399.94	444,075.50	458,251.22	-	379,224.22	6,612.17	372,612.05
E911 Surcharge	849,524.92	131,303.47	120,390.10	-	860,438.29	244.44	860,193.85
Maternal/Child Health Care	59,189.72	107,300.17	108,205.44	-	58,284.45	2,220.65	56,063.80
Assessment Expense	232,202.87	263,082.47	238,578.61	-	256,706.73	304.01	256,402.72
Hospital	8,476.30	754,219.35	745,580.49	-	17,115.16	-	17,115.16
Agricultural Extension Service	1,675.92	150,368.97	148,632.66	-	3,412.23	-	3,412.23
Consolidated District Schools	122,538.66	10,694,731.08	10,571,121.51	-	246,148.23	-	246,148.23
Consolidated Community College	10,134.92	938,476.73	927,525.53	-	21,086.12	-	21,086.12
Consolidated Corporations	49,416.80	4,261,202.14	4,267,237.97	-	43,380.97	-	43,380.97
Special Assessments /Cities/	355.00	12,645.25	12,650.25	-	350.00	-	350.00
Consolidated Townships	3,109.50	300,775.31	294,451.04	-	9,433.77	-	9,433.77
State General	59.70	2,036.32	2,013.84	-	82.18	-	82.18
Crawford Benefited Fire District	356.35	16,680.30	16,900.53	-	136.12	-	136.12
Tax Sale Redemption	-	51,092.07	51,092.07	-	-	-	-
Motor Vehicle	678,364.50	4,404,423.05	4,252,577.49	-	830,210.06	-	830,210.06
Drivers License	100.00	-	-	-	100.00	-	100.00
Condemnation	-	-	-	-	-	-	-
Unclaimed Property Fees	-	-	-	-	-	-	-
Advance Tax	69,488.68	79,454.61	140,695.71	-	8,247.58	-	8,247.58
Unapportioned Tax	-	-	-	-	-	-	-
Recorders Electronic Fees	392.88	2,960.00	2,942.00	-	410.88	-	410.88
Drainage District/Outside Trustees	3,969.61	-	-	-	3,969.61	-	3,969.61
Special Assessments /County/	-	5,389.00	-	-	5,389.00	-	5,389.00
Health Insurance Trust	1,996,881.51	836,986.70	866,462.21	-	1,967,406.00	4,420.00	1,962,986.00
Flexible Benefits Trust	17,078.11	10,920.15	13,019.35	-	14,978.91	-	14,978.91
Dental Insurance Trust	33,419.58	39,814.97	39,199.83	-	34,034.72	1,344.02	32,690.70
Totals	\$ 19,643,468.56	\$ 37,733,456.84	\$ 38,213,986.90	\$ (0.00)	\$ 19,162,938.50	\$ 220,916.63	\$ 18,942,021.87

Washington County Treasurer
Apportioning Summary – FY21 YTD (July-December Collections)

Schools and Community Colleges	\$11,633,207.81	46.8%
Washington County	\$4,743,676.24	31.1%
Cities	\$4,273,847.39	17.2%
Others:		4.9%
Hospital	\$754,219.35	
Townships	\$300,775.31	
Ag Extension	\$150,368.97	
Crawford Fire Department	\$ 16,680.30	
Brucellosis/Tuberculosis Eradication	\$ 2,036.32	\$ 1,224,080.25
Total Taxes Apportioned	\$24,874,811.69	100%

On motion by Young, seconded by Stoops, the Board voted to acknowledge receipt of the Semi-Annual Treasurer's Statement of Accounts by Funds for the period of July 1, 2020 through December 31, 2020. The complete report is available in the office of the Washington County Treasurer.

On motion by Seward, seconded by Miller, the Board voted to acknowledge the Treasurer's Quarterly Report of Fees Collected and to authorize the Chairperson to sign the report on behalf of the Board. Highlights of the report, presented by Garrett, included total motor vehicle fees of \$2,239,267.92 collected during the quarter ending December 31, 2020 with the county retaining \$76,753.97 (3.43%) of that total. Garrett provided the following fee retention schedule: 4% of registration fees, \$2.50 per certificate of title, 60% of security interest notation fees, \$1.00 or 100% if greater than \$1.00 for new registrations, 5% of organ donor fund donations, \$15 per suspension, \$3.00 for postage to mail license plates, and \$7.00 for each driver's license issued. Garrett also stated other fees of \$100.00 were collected resulting in a total of \$76,853.97 in fees retained during the quarter. The entire report is available for viewing in the office of the Washington County Treasurer.

On motion by Miller, seconded by Yoder, the Board voted to acknowledge receipt of the Recorder's 2nd quarter report for FY21 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by County Recorder Jo Greiner, reflected revenues for the quarter in the amount of \$135,807.91 with the county retaining \$52,957.94. A total of 1,720 documents were recorded during the quarter and Greiner added that during the 2nd quarter her office handled 25 marriage applications, 49 passport applications, and 493 boat, ATV and snowmobile renewals and new registrations. Finally, a total of 547 certified copies of birth certificates, death certificates, and marriage licenses were provided to the public. The complete report is available in the office of the Washington County Recorder.

On motion by Seward, seconded by Stoops, the Board voted to acknowledge receipt of the Auditor's report for the 2nd quarter of FY21 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by Auditor Dan Widmer, reflected revenues for the quarter in the amount of \$2,783.75. Of this total, \$1,850.00 resulted from transfer fees, \$175.00 from the sale of plat books, \$150.00 for election services, \$600.00 for providing copies of documents requested by the Rita Hart for Senate Committee, \$0.75 for miscellaneous copies, and \$8.00 for GIS Services. The complete report is available in the office of the Washington County Auditor.

Washington County Conservation Board (WCCB) Executive Director Zach Rozmus presented a proposed contract between WCCB (seller) and RJ Lumber, LLC, (buyer) located in Drakesville, Iowa. The contract, which has been approved by the WCCB, deals with the future harvesting of timber located at Sockum Ridge County Park south of Washington with such work performed by RJ Lumber, LLC. According to Rozmus, the harvest will be conducted in order to maximize future timber and wildlife diversity and will involve the removal of approximately 485 oak trees. Terms of the contract call for RJ Lumber to make full payment of its bid in the amount of \$42,865.00 within 14 days of receipt of the signed contract with the work taking place between January 19, 2021 and March 31, 2022. On motion by Seward, seconded by Miller, the Board voted to approve a contract with RJ Lumber, LLC, for the harvest of timber, pending approval of the contract by the office of the Washington County Attorney, and to authorize the Chairperson to sign the contract on behalf of the Board.

Upon motion and second as noted below, the Board voted to appoint the following individuals to four-year terms as township trustees with such terms ending on December 31, 2024.

TOWNSHIP	APPOINTEE	MOTION	SECOND
Cedar	Kevin Flynn	Seward	Yoder
Cedar	Walter Horning Jr.	Seward	Yoder
Crawford	Craig Grothe	Miller	Stoops
Crawford	Rick Fulton	Miller	Stoops
Dutch Creek	Jerry Dunbar	Seward	Miller
Dutch Creek	Jerry Vittetoe	Seward	Miller
English River	Robert Duwa	Yoder	Stoops
English River	John Stumpf	Yoder	Stoops
Franklin	Bob Vittetoe	Stoops	Seward
Franklin	Donald Lewis	Stoops	Seward
Highland	Dave Skubal	Miller	Yoder
Highland	Dean Duwa	Miller	Yoder
Jackson	Larry Applegate	Yoder	Stoops
Jackson	Myron Krotz	Yoder	Stoops
Lime Creek	Charles Johnson	Seward	Miller
Lime Creek	Jeff Bohr	Seward	Miller
Iowa	James Schneider	Miller	Seward
Marion	Ledru Nebel	Miller	Seward
Marion	Chris Graber	Miller	Seward
Oregon	Jay Greene	Miller	Yoder
Seventy Six	Mark Tinnes	Seward	Yoder
Seventy Six	Scott Sieren	Seward	Yoder
Washington	Cameron Reed	Stoops	Miller

On motion by Seward, seconded by Yoder, the Board voted to appoint Stan Jones to fill an unexpired term as Cedar Township trustee that ends December 31, 2022.

On motion by Seward, seconded by Stoops, the Board voted to appoint Pete Bell, Patty Elliott, Jeff Hazelett, Jenny Morgan, Connie Larsen, Kim Linnenkamp, and Haley Hershberger, who are licensed real estate sales persons and/or brokers, to individual one-year terms ending on December 31, 2021 on the Washington County Eminent Domain Commission.

On motion by Miller, seconded by Stoops, the Board voted to appoint David Birney, Jim Dunn, Keith Hora, Keith Murphy, Dale Roberts, Eugene Steele, and Jerome Vittetoe, who are owners and/or operators of agricultural property, to individual one-year terms ending on December 31, 2021 on the Washington County Eminent Domain Commission.

On motion by Seward, seconded by Yoder, the Board voted to appoint James Miller, Ron Ornduff, Ralph Schnoebelen, Robert Swartzendruber, Dave Mueller, and Pat Smith, who are owners of City and/or Town property, to individual one-year terms ending on December 31, 2021 on the Washington County Eminent Domain Commission.

On motion by Seward, seconded by Yoder, the Board voted to appoint Larry Love, Jim Mostek, Melissa Myers, and Greg Giardino who are employed as Bankers, Auctioneers, Property Managers, a person responsible for making loans on property, and/or property appraisers, to individual one-year terms ending on December 31, 2021 on the Washington County Eminent Domain Commission.

On motion by Seward, seconded by Stoops, the Board voted to appoint Bob Yoder to a three-year term ending on December 31, 2023, on the East Central Iowa Council of Governments Board of Directors and to appoint Richard Young to a 3-year term ending on December 31, 2023, as an alternate member of the East Central Iowa Council of Governments Board of Directors.

The Board continued its discussion with regard to proposed revisions to the Washington County Employee Handbook but took no formal action.

Washington County Public Health Administrator Danielle Pettit-Majewski participated in the meeting by remote means and shared that in Washington County as of 9:00 a.m. on January 19, 2021, a total of 10,201 tests had been conducted to detect for COVID-19 with such tests yielding 2,170 positive results. Positive results in the last 7 days totaled 31 while the total for the last 14 days is 155. Meanwhile, a total of 1,764 individuals have recovered from COVID-19 according to Pettit-Majewski. A total of 490 serology tests have been conducted in Washington County with such tests yielding 69 reactive cases. The Return to Learn percent positivity rate for Johnson County and Jefferson County is 11.0% and 16.0% respectively while the Washington County rate is 13.0%. A total of 32 deaths in Washington County have been attributed to COVID-19 while statewide the total is 4,324. At the present time a total of 8 individuals in Washington County are hospitalized while statewide the total is 490. Long-term care outbreaks in the state total 72 which includes 3 in Washington County. The statewide number of vaccines administered is 142,614 which includes 1,037 in Washington County. The Board took no formal action.

There was no comment from County Department Heads.

At 10:42 a.m. on motion by Stoops, seconded by Yoder, the Board voted to adjourn.

ATTEST:
January 19, 2021

RICHARD L. YOUNG
Chairperson, Board of Supervisors

DANIEL L. WIDMER
County Auditor