

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, JANUARY 21, 2020**

Chairperson Jack Seward Jr. 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; application for National Provider Identifier (NPI) number; Washington County Fair Board update/funding request; Washington County Recycling update; Quarterly Report – Recorder; Quarterly Report – Auditor; Semi-Annual Report – Treasurer; Quarterly Report of Fees Collected – Treasurer; Quarterly Project Agreement related to RISE Project for Premier 1 Supplies, LLC – Engineer; Contract for Reimbursement – Engineer; IA DOT Agreement Number 2020-R-003 for a Revitalize Iowa's Sound Economy Program (RISE) Project – Engineer; Resolution 20-06 related to authorization of County Engineer to sign Doc Express contract documents; Washington County Ambulance Advisory Committee report; public comment; adjourn. Supervisors Stan Stoops, Abe Miller, and Bob Yoder were also present. Supervisor Richard Young was absent.

Others attending were: Bill Monroe, Southeast Iowa Union; Mary Zielinski, The News; Sally Hart, KCII Radio; Cyndie Sinn, County IT/Budget Director; Jeff Garrett, County Treasurer; Danielle Pettit-Majewski, County Public Health Director; Amber Day, Deputy Auditor; Jacob Thorius, County Engineer; Zach Rozmus, County Conservation Director; Marissa Reisen, County Emergency Management Director; Jo Greiner, County Recorder; David Collins, Washington Economic Development Group Director; Dean Sieren, Kurt Dallmeyer, and John Wagner, Washington County Fair Board; and citizens Bob Roddy, Karyl Miller, Bill Miller, and Tom Dayton.

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

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

Seward provided an update regarding the application for a National Provider Identifier (NPI) number by stating that the process was continuing and should be completed soon. The Board took no formal action.

On behalf of the Washington County Fair Association, Dean Sieren, Kurt Dallmeyer, and John Wagner provided an annual Washington County Fair Association update for the fiscal year ending September 30, 2019. Capital improvements made to the fairgrounds during the Association's fiscal year included an investment of \$24,000.00 in the Round Barn Memorial Garden located near the north entrance, the razing of two old cattle barns and the construction of a new cattle barn at the cost of approximately \$500,000.00, and an \$80,000.00 campground project that added 64 new campsites bringing the total number of campsites to 114. Capital improvement plans for 2020 include completion of the new cattle barn and electrical updates to sheep and hog barns. During the 2019 Washington County Fair there was a total of 1,247 animal exhibits and 2,307 non-animal exhibits. Receipts for the past fiscal year included fair income of \$155,930.00, non-fair income of \$194,092.00, county funding of \$40,550.00, and state funding of \$10,159.00 for a total of \$400,731.00. It was noted that the new fair building was rented nearly every day which greatly impacted non-fair income. Total fair expenses for the year equaled \$412,347.00 and included \$132,632.00 in general fair expenses, \$93,614.00 in non-fair expenses, and \$186,101.00 in capital improvements. Attendance at the 2019 Washington County fair was 10,648 which was approximately 2,500 less than the previous year due in large part to inclement weather. The traditional Washington County 4-H program, for individuals in grades 4 through 12, is the 7th largest program in the state with 366 members among 17 clubs. The Clover Kids program, for individuals in grades K through 3, is the 6th largest such program in the state with 189 members among 8 clubs. A total of 61 volunteers were involved with the 2019 Fair. The 4-H Outreach program involved 1,819 participants during 2019 which is 49% of all students in Washington County. Its programs included Kids in the Kitchen, STEM Clubs, Pick a Better Snack, and a summer outreach program. It was noted that more and more 4-H participants are coming from towns in Washington County. Aside from the normal grandstand events special features for the 2020 fair will include the return of the traveling 9/11 Memorial display, the Peterson Farm Brothers who perform song parodies related to agriculture, a magician, a clown, chain saw carvers, and Axe Women Loggers from Maine who are described as female timber sports athletes. Appreciation was expressed for the Washington County Extension staff and also for the many volunteers who assisted before, during, and after fair week. The three individuals requested no change in the amount of county funding for FY21 from that of the current fiscal year which is \$24,000.00 for the fairgrounds and \$17,000.00 for 4-H support. The Board took no formal action. The complete report is available for review in the Auditor's office.

The Board reviewed a report prepared by WEMIGA Waste Systems that detailed activity at the Washington County Recycling Center (WCRC) for the past 12 months. During the month of December 2019 WEMIGA processed 74.35 landfill tons, 4.54 tons of paper, 3.77 tons of plastic, 4.55 tons of cardboard, 5.24 tons of tin and aluminum, 18.1 recyclable tons, 10 appliances, 31 televisions and other electronic devices, 37 tires, and 2 gallons of used oil. Total recyclable landfill tons for the previous month of November 2019 were 60.69. Another report that was provided showed monthly landfill tons for the calendar years of 2015, 2016, 2017, 2018, and 2019. Total landfill tons for 2019 were 895.72 which compared to 882.59 for 2018. On motion by Yoder, seconded by Stoops, the Board voted to acknowledge the monthly report for the Washington County Recycling Center provided by Lynn Whaley of WEMIGA Waste Systems. Both reports are available for review in the Auditor's office.

On motion by Miller, seconded by Yoder, the Board voted to acknowledge receipt of the Recorder's 2nd quarter report for FY20 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 \$125,518.38 with the county retaining \$49,289.48. A total of 1,339 documents were recorded during the quarter and Greiner added that during the 2nd quarter her office handled 22 marriage applications, 105 passport applications, 132 passport photos, and 490 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 Stoops, seconded by Yoder, the Board voted to acknowledge receipt of the Auditor's report for the 2nd quarter of FY20 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 \$1,914.00. Of this total, \$1,755.000 resulted from transfer fees, \$147.00 from the sale of plat books, \$10.00 for election services, \$1.00 for copies, and \$1.00 for the sale of 911 maps. The complete report is available in the office of the Washington County Auditor.

Treasurer Jeff Garrett presented the Board with the Semi-Annual Statement of Accounts by Funds for the period of July 1, 2019 through December 31, 2019. Garrett explained to the Board that page one of the report lists beginning balances of all funds as of July 1, 2019 which totaled \$16,249,580.50, total receipts of \$43,463,301.79, total disbursements of \$34,997,754.32, operating transfers between funds which netted \$0.00, ending Treasurer's balances totaling \$24,715,127.97, outstanding warrants totaling \$436,575.42, and finally the various Auditor's balances which totaled \$24,278,552.55 as of December 31, 2019. Page two of the report displayed a breakdown of the \$24,715,127.97 ending Treasurer's balance which included \$11,507,300.34 in liquid assets, \$513,196,025.17 in certificates of deposit, and \$11,802.460 in cash on hand. Page three of the report displayed a summary of revenue and expenditures with total revenues of \$45,122,932.21, adjusted expenditures of \$36,657,384.74, and the ending balance of \$24,715,127.97. Garrett responded in the negative in response to a question from Seward as to whether Garrett saw anything of concern with regard to the County's present financial situation. 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, 2019 through December 31, 2019. The complete report is available in the office of the Washington County Treasurer.

**** STATEMENT OF ACCOUNTS BY FUNDS - FOR THE PERIOD FROM JULY 1, 2019, TO DECEMBER 31, 2019, INCLUSIVE ****

FUNDS	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	OPERATING TRANSFERS	TREASURER'S BALANCE	OUTSTANDING WARRANTS	AUDITOR'S BALANCE
General Basic	\$ 3,808,967.77	\$ 4,598,776.35	\$ 4,031,500.28	\$ (614,316.57)	3,761,927.27	\$ 61,951.77	\$ 3,699,975.50
General Supplemental	1,433,055.26	2,120,150.96	1,927,838.20	-	1,625,368.02	4,255.29	1,621,112.73
County MHDS	205,856.63	341,900.54	271,801.18	-	275,955.99	140.46	275,815.53
Rural Services Basic	486,083.34	2,037,236.05	385,118.12	(1,045,313.85)	1,092,887.42	114.65	1,092,772.77
Deling Fine Collections Co Atty	21,490.45	2,546.65	-	-	24,037.10	-	24,037.10
Law Enforcement County Attorney	3,419.51	43.10	-	-	3,462.61	-	3,462.61
Law Enforcement County Sheriff	46,851.98	1,061.72	-	-	47,913.70	-	47,913.70
Secondary Roads	3,056,312.56	2,462,164.72	3,542,207.79	925,305.42	2,901,574.91	24,711.88	2,876,863.03
REAP	145,748.66	12,555.00	-	-	158,303.66	-	158,303.66
Recorders Records Management	48,395.65	2,557.00	-	-	50,952.65	-	50,952.65
Conservation Land Acquisition	282,142.80	196,036.80	160,411.59	-	317,768.01	771.50	316,996.51
Suppl Environmental Projects	2,609.92	-	-	-	2,609.92	-	2,609.92
Capital Projects	87,411.46	61,108.99	459,693.40	500,000.00	188,827.05	-	188,827.05
Capital Projects-Communications	2,117,071.78	7,926,064.90	1,324,627.50	-	8,718,509.18	312,480.28	8,406,028.90
Debt Service	22,835.71	182,199.74	23,063.75	-	181,971.70	250.00	181,721.70
Debt Service-Washington Co Hospit	-	134,552.50	134,552.50	-	-	-	-
Debt Service-Secondary Roads	27,725.37	260,645.40	467,650.00	234,325.00	55,045.77	250.00	54,795.77
Debt Service-Communications	54,720.74	428,346.69	53,825.00	-	429,242.43	300.00	428,942.43
Emergency Management Agency	66,102.26	512,446.35	465,590.70	-	112,957.91	133.12	112,824.79
Communications Commission	350,214.89	435,543.88	408,221.60	-	377,537.17	20,085.86	357,451.31
E911 Surcharge	733,221.46	152,627.47	62,851.18	-	822,997.75	6,673.53	816,324.22
Maternal/Child Health Care	40,093.33	162,620.22	150,752.10	-	51,961.45	3,387.66	48,573.79
Assessment Expense	216,549.28	260,307.15	201,434.17	-	275,422.26	1,069.42	274,352.84
Hospital	6,019.87	718,183.04	705,948.80	-	18,254.11	-	18,254.11
Agricultural Extension Service	1,197.33	141,999.35	139,587.49	-	3,609.19	-	3,609.19
Consolidated District Schools	87,993.37	10,183,579.05	10,006,356.12	-	265,216.30	-	265,216.30
Consolidated Community College	7,220.47	864,008.03	849,465.48	-	21,763.02	-	21,763.02
Consolidated Corporations	48,107.52	4,036,134.54	4,023,311.43	-	60,930.63	-	60,930.63
Special Assessments /Cities/	1,223.22	14,928.30	14,542.85	-	1,608.67	-	1,608.67
Consolidated Townships	1,570.31	283,301.76	275,111.99	-	9,760.08	-	9,760.08
State General	53.38	2,010.86	1,977.20	-	87.04	-	87.04
Crawford Benefited Fire District	57.20	15,427.12	15,360.22	-	124.10	-	124.10
Tax Sale Redemption	-	69,806.00	69,806.00	-	-	-	-
Motor Vehicle	572,008.05	3,997,441.66	3,750,291.46	-	819,158.25	-	819,158.25
Drivers License	100.00	-	-	-	100.00	-	100.00
Condemnation	-	-	-	-	-	-	-
Unclaimed Property Fees	-	-	-	-	-	-	-
Advance Tax	81,695.35	33,491.76	107,128.51	-	8,058.60	-	8,058.60
Unapportioned Tax	-	-	-	-	-	-	-
Recorders Electronic Fees	399.88	2,557.00	2,576.00	-	380.88	-	380.88
Drainage District/Outside Trustees	3,927.13	-	-	-	3,927.13	-	3,927.13
Special Assessments /County/	-	5,459.00	-	-	5,459.00	-	5,459.00
Health Insurance Trust	2,157,274.38	758,711.60	925,767.41	-	1,990,218.57	-	1,990,218.57
Flexible Benefits Trust	14,584.46	10,430.54	10,413.06	-	14,601.94	-	14,601.94
Dental Insurance Trust	9,267.77	34,340.00	28,971.24	-	14,636.53	-	14,636.53
Totals	\$ 16,249,580.50	\$ 43,463,301.79	\$ 34,997,754.32	\$ 0.00	\$ 24,715,127.97	\$ 436,575.42	\$ 24,278,552.55

Washington County, Iowa We, Jeffrey A. Garrett, Treasurer, and Daniel L. Widmer, Auditor, do hereby certify that the report given above is a correct summary of the business transacted during the period therein specified.

Jeffrey A. Garrett
County Treasurer

Daniel L. Widmer
County Auditor

On motion by Young, seconded by Yoder, the Board voted to acknowledge the Treasurer's Quarterly Report of Fees Collected and 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 \$2,084,064.38 collected during the quarter ending December 31, 2019 with the county retaining \$76,268.05 (3.7%) 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 \$557,000 were collected which results in a total of \$76,825.05 in fees retained during the quarter. The entire report is available for viewing in the office of the Washington County Treasurer.

County Engineer Jacob Thorius addressed the Board regarding a \$250,000 Revitalize Iowa's Sound Economy (RISE) grant with the proceeds being used to aid in the completion of a road paving project involving 300th Street (from 2025 300th Street east to the intersection with Kiwi Avenue), Kiwi Avenue (from the intersection with 290 Street to the intersection with 300th Street), and 290th Street (from the intersection with Highway 1 east to the intersection with Kiwi Avenue). Washington County (County), at the request of Premier 1 Supplies (Company) which is located at 2031 300th Street, Washington, Iowa, applied to the Iowa Department of Transportation (DOT) for the RISE grant in order to assist the growing operations of the Company and the need to upgrade the road conditions leading to the Company's facilities. According to the Company the completed project will result in expansion of its facilities leading to the creation of approximately 25 new jobs and approximately \$1 million in additional revenue. Under a proposed project agreement between the County and the Company, the County will be responsible for all costs related to the first \$2,000,480.00 in project costs with the RISE grant contributing up to \$250,000.00 (11%) of the remaining project costs. Thorius summed up the agreement by stating that should the Company be unable to fulfill its planned expansion and/or job creation goals it would likely result in a request for the refunding of the RISE funds. Should this occur, under terms of the agreement the Company would be responsible for the reimbursement of the RISE funding. Thorius informed the Board that the proposed agreement had been reviewed by County Attorney John Gish. On motion by Stoops, seconded by Miller, the Board voted to approve the Project Agreement with Premier 1 Supplies, LLC related to RISE funding for a road paving project and to authorize the Chairperson to sign the agreement on behalf of the Board.

Thorius next presented for Board action a cost sharing contract agreement between the County and the Company. Wording in the agreement states that the estimated cost of paving the portion of 300th Street, Kiwi Avenue, and 290th Street is \$2,250,480.00 with the actual cost of the project to be determined upon completion. The Iowa DOT will pay \$250,000 toward the project costs via a RISE grant with Premier Sheep Supplies, LTD, agreeing to pay 50% of the remaining project costs to the County, up to a maximum of \$1,000,000.00, in the form of ten annual equal payments. Thorius informed the Board that the proposed agreement had been reviewed by County Attorney John Gish. On motion by Miller, seconded by Stoops, the Board voted to approve a contract regarding reimbursement from Premier Sheep Supplies, LTD and to authorize the Chairperson to sign the agreement on behalf of the Board.

The Board took up consideration of an Iowa DOT Agreement for a Revitalize Iowa's Sound Economy Program (RISE) project between the County and the Iowa DOT which outlines the various responsibilities of each party to the agreement. Thorius informed the Board that the proposed agreement had been reviewed by County Attorney John Gish. On motion by Stoops, seconded by Miller, the Board voted to approve Contract 2020-R-003 between Washington County and the Iowa Department of Transportation for a Revitalize Iowa's Sound Economy Program and also to authorize the Chairperson to sign the contract on behalf of the Board.

On motion by Yoder, seconded by Stoops, the Board voted by way of roll call vote to approve Resolution 20-06 as follows and to authorize the Chairperson to sign Resolution 20-06 on behalf of the Board.

RESOLUTION 20-06

APPROVAL OF SMITH CREEK BRIDGE REPLACEMENT PROJECT and COUNTY ENGINEER AUTHORIZATION TO SIGN CONTRACT DOCUMENT IN DOC EXPRESS

WHEREAS, the Board of Supervisors of Washington County, Iowa, hereafter referred to as "the Board", believes the Smith Creek Bridge Replacement project, BROS-SWAP-C092(103)--SE-92, hereafter referred to as "the project" is in the best interest of Washington County, Iowa, and the residents there of. The project is defined as a Bridge Replacement P.P.C.B. utilizing box beams on Birch Avenue over Smith Creek; and

WHEREAS, the Board has sought appropriate professional guidance for the concept and planning for the project and followed the steps as required by the Code of Iowa for notifications, hearings, and bidding/letting; and

WHEREAS, the Board finds this resolution appropriate and necessary to protect, preserve, and improve the rights, privileges, property, peace, safety, health, welfare, comfort, and convenience of Washington County and its citizens, all as provided for in and permitted by section 331.301 of the Code of Iowa; and

IT IS THEREFORE RESOLVED by the Board to accept the bid from Iowa Bridge & Culvert, L.L.C. in the amount of \$619,973.70 and awards the associated contract to the same;

BE IT FURTHER RESOLVED all other resolutions or parts of resolutions in conflict with this resolution are hereby repealed. If any part of this resolution is adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the resolution or action of the Board as a whole or any part thereof not adjudged invalid or unconstitutional. This resolution shall be in full force and effect from and after the date of its approval as provided by law;

BE IT FURTHER RESOLVED by the Washington County Board of Supervisors, that, after receiving the necessary contract documents, including but not limited to, the contractor's bond and certificate of insurance Jacob Thorius, the County Engineer for Washington County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the contracts in connection with the afore awarded construction project let through the DOT for this county.

Seward reported that the Washington County Ambulance Advisory Committee had met earlier in the day with the meeting consisting of progress updates regarding the future county-operated ambulance service.

At the close of the meeting Citizen Bob Roddy addressed the Board to express his concern with the number of vehicles he has witnessed whose headlights were not turned on when traveling during daylight hours.

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

ATTEST:
January 21, 2020

DANIEL L. WIDMER
County Auditor

JACK SEWARD JR.
Chairperson, Board of Supervisors