

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, MARCH 23, 2021**

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; public hearing regarding proposed amendments to FY21 Washington County Budget; public hearing regarding proposed FY22 Washington County Budget; Washington County Emergency Medical Services (EMS) presentation regarding proposed Washington County Emergency Medical Services Advisory Council; Resolution 21-13 related to formal implementation of the Washington County Emergency Medical Services Advisory Council; discussion and action regarding proposed FY21 Washington County budget amendment; Resolution 21-10 related to adjustments to FY21 appropriations; Resolution 21-11 related to FY22 compensation for elected officials; Resolution 21-12 related to adoption of Washington County FY22 budget; Resolution 21-06 related to Iowa Department of Transportation Sign Replacement Program; Resolution 21-14 regarding Amendment to FY21 Washington County Five-Year Road Plan; approval of FY22 Five-Year Road Plan; approval of FY22 Iowa Department of Transportation budget; acknowledgement of planned equipment purchase by Secondary Roads Department; COVID-19 update; personnel change request – Environmental Health; appointment of Ron See to an unexpired term on the Judicial Magistrate Appointing Commission; department head comment, adjourn. Supervisors Jack Seward, Jr., Bob Yoder, Marcus Fedler, and Stan Stoops were also present.

Others attending were: Cyndie Sinn, County IT/Budget Director; Michelle Hyman, Deputy Auditor; Jeff Garrett, County Treasurer; Marissa Reisen, County Emergency Management Coordinator; Jacob Thorius, County Engineer; Jeremy Peck and Pat Curl, County Ambulance Service; Jason Taylor, County Environmental Health Director; Mary Audia, WEDG Director; and Toby Hancock, Riverside Fire Department Deputy Chief. 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 Stoops, seconded by Seward, the Board voted to approve the agenda as published.

There was no public comment.

On motion by Seward, seconded by Yoder, the Board voted to open a public hearing related to proposed amendments to the FY21 Washington County budget. Deputy Auditor Michelle Hyman and Auditor Dan Widmer highlighted the proposed amendments to the FY21 Washington County budget which involved adding appropriations. Widmer verified the required notice of the public hearing had been published as required and the Auditor's office had received no public comment. There was no comment from those present nor from those watching and/or listening remotely. On motion by Stoops, seconded by Seward, the Board voted to close the public hearing. Related documents are available for public viewing by contacting the Auditor's office.

On motion by Yoder, seconded by Stoops, the Board voted to open a public hearing regarding the proposed FY22 Washington County Budget. Budget Director Cyndie Sinn noted that the public hearing was the second public hearing related to the proposed FY22 budget with the first such public hearing, which addressed maximum levies, taking place on Tuesday, March 2, 2021. Sinn shared that for FY22 the overall 100% assessed valuation is \$2,167,543,609 which is a 0.96% increase over the 100% assessed valuation for FY21. After rollback factors were applied the valuation total for FY22 is \$1,355,381,551 which is a 2.94% increase over FY21. The general basic levy rate of 3.65000 per \$1,000 of taxable value called for in the FY22 budget is a \$0.10 per thousand (2.67%) reduction from the FY21 rate of 3.75000 per \$1,000 of taxable value. The rural services levy rate of 1.90820 per \$1,000 of taxable value included in the FY22 budget is a \$75.500 per \$1,000 of taxable value (28.35%) reduction from the FY21 rate of \$2.66325. According to Sinn most of the decrease can be attributed to the fact that by the end of FY21 the remaining amount due for the secondary road bond debt, funded through both the rural services levy as well as the debt service levy, will be paid in full. The total countywide levy for FY22 will be \$8.25895 per \$1,000 of taxable value while the rural services basic levy for FY22 will be \$1.90820 per \$1,000 of taxable value and the FY22 total rural levy will be \$10.16715 per \$1,000 of taxable value. The proposed total property tax asking for FY22 is \$12,486,018 while the total property tax asking for current FY21 is \$12,706,627 which is a decrease of \$220,609.00 (1.74%). Widmer verified notice of the meeting had been published as required and the Auditor's Office had received no public comment. There were no comments from those gathered or from individuals listening and/or watching remotely. On motion by Stoops, seconded by Seward, the Board voted to close the public hearing. The complete FY22 Washington County budget is available for review in the office of the Washington County Auditor.

Riverside Fire Department Deputy Chief Toby Hancock, on behalf of the Washington County Emergency Medical Services (EMS) group, presented a draft resolution related to the formation of a Washington County Emergency Medical Services Advisory Council. Hancock stated that in the past the Iowa Department of Public Health Emergency Trauma Services, along with several stakeholders, created a guide which established uniform EMS guidelines and system standards. In October of 2020, Iowa Code pertaining to system standards for EMS Operations was modified to include a requirement that each county form a County Emergency Medical Services Advisory Council (Council). Hancock explained that the Council would be a subgroup of EMS, as determined by a vote of EMS members, with EMS

continuing intact and serving as the head of the Council along with other individuals having a vested interest in EMS. Hancock stated the purpose of the Council is to identify and address county-wide EMS issues. Hancock described the Council as a “formality” and added that EMS funding will be channeled through the Council. Hancock requested the support of the Supervisors in forming the Council. Seward noted that the list of Council members seemed large and cumbersome to which Hancock replied that EMS was already working to pare the number of members down to a more workable number. Seward expressed hesitation in approving the proposed resolution due to uncertainties related to membership of the Council, a lack of specificity with regard to Iowa Code used in the resolution, inconsistent terminology, the overall execution and wording of the resolution, and the lack of explanation as to the purpose of the resolution. Young suggested a group of individuals, consisting of EMS members and no more than two Supervisors, meet to discuss and suggest modifications to the present draft resolution with the County Attorney reviewing the proposed resolution prior to further Board consideration. Young replied in the affirmative to Washington County Ambulance Director Jeremy Peck’s request that EMS be allowed to review and approve the resolution prior to it being reviewed and approved by the Supervisors. Fedler voiced his understanding that the state had mandated a local County EMS organization and now a Medical Advisory Council was also being required by the State of Iowa in order to receive state funding assistance for EMS. In turn Fedler opined that the Medical Services Advisory Council requirement is another “ridiculous” level of government and that such level of government is merely an additional barrier to state funding and an additional layer of bureaucracy. Peck replied that the requirement forces counties to form EMS groups with Young adding that the requirement adds Supervisor oversight as to how the funds are spent. The Board took no formal action.

On motion by Seward, seconded by Stoops, the Board voted to table formal Board action indefinitely with regard to proposed Resolution 21-13 related to formal implementation of the Washington County Emergency Medical Services Advisory Council.

On motion by Seward, seconded by Stoops, the Board voted by way of roll call vote to approve budget amendments to the FY21 Washington County budget.

On motion by Seward, seconded by Fedler, the Board voted by way of roll call vote to approve Resolution 21-10 as follows and to authorize the Chairperson to sign Resolution 21-10 on behalf of the Board.

RESOLUTION 21-10

BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa, that the following adjustments of appropriations as a result of the budget amendment resolution dated March 23, 2021 are approved:

REVENUES

<u>DEPARTMENT</u>	<u>FUND</u>	<u>SERVICE AREA</u>	<u>AMOUNT</u>
ADDITIONS:			
02 Auditor	0002	8000	16,600
20 Secondary Roads	0020	79xx	1,572,298
23 Public Health	0001	3000	20,855
23 Public Health	0001	3010	38,000
36 Ambulance Services	0001	1200	32,000
99 NonDepartmental	0001	6310	172,800
99 NonDepartmental	0001	9030	432,101
			2,284,654

EXPENDITURES

<u>DEPARTMENT</u>	<u>FUND</u>	<u>SERVICE AREA</u>	<u>AMOUNT</u>
ADDITIONS:			
05 Sheriff	0001	1030	26,000
23 Public Health	0001	3010	37,660
23 Public Health	0002	3010	7,185
20 Secondary Roads	0020	0200	86,000
20 Secondary Roads	0020	0201	1,458,298
20 Secondary Roads	0020	7110	75,000
20 Secondary Roads	0020	7200	115,000
20 Secondary Roads	0020	7210	-18,125
28 Medical Examiner	0001	1110	33,000
36 Ambulance Services	0001	1200	265,600
36 Ambulance Services	0002	1200	-15,619
51 Buildings & Grounds	1500	0220	192,290
99 Non Departmental	0001	6310	172,800
			2,435,089

On motion by Yoder, seconded by Seward, the Board voted by way of roll call vote to approve Resolution 21-11 as follows and to authorize the Chairperson to sign Resolution 21-11 on behalf of the Board.

RESOLUTION 21-11

WHEREAS, the Washington County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Washington County Compensation Board met on November 20, 2020 and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2021:

<u>Elected Official</u>	<u>FY21 Salary</u>	<u>Recommended % Increase</u>	<u>Recommended \$ Increase</u>	<u>Recommended FY22 Salary</u>
Auditor	\$ 77,088	3.0%	\$2,313	\$ 79,401
Attorney	\$121,900	3.0%	\$3,657	\$125,557
Recorder	\$ 73,226	3.0%	\$2,197	\$ 75,423
Sheriff	\$100,238	3.0%	\$3,007	\$103,245
Supervisor	\$ 38,493	3.0%	\$1,155	\$ 39,648
Supervisor Chair	\$ 1,500	0.0%	\$ 0	\$ 1,500
Treasurer	\$ 74,286	3.0%	\$2,229	\$ 76,515

THEREFORE, BE IT RESOLVED that the Washington County Board of Supervisors, after considering the recommendations of the Washington County Compensation Board, adopts the following salary adjustments for the following elected officials for FY22.

<u>Elected Official</u>	<u>FY21 Salary</u>	<u>Approved FY22 % Increase</u>	<u>Approved FY22 \$ Increase</u>	<u>Approved FY22 Salary</u>
Auditor	\$ 77,088	2.0%	\$1,542	\$ 78,360
Attorney	\$121,900	2.0%	\$2,438	\$124,338
Recorder	\$ 73,226	2.0%	\$1,465	\$ 74,691
Sheriff	\$100,238	2.0%	\$2,005	\$102,243
Supervisor	\$ 38,493	2.0%	\$ 770	\$ 39,263
Supervisor Chair	\$ 1,500	0.0%	\$ 0	\$ 1,500
Treasurer	\$ 74,286	2.0%	\$1,486	\$ 75,772

On motion by Stoops, seconded by Seward, the Board voted by way of roll call vote to approve Resolution 21-12 as follows and to authorize the Chairperson to sign Resolution 21-12 on behalf of the Board.

RESOLUTION 21-12

ADOPTION OF WASHINGTON COUNTY BUDGET FOR FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022 PER IOWA CODE 331.434

WHEREAS, Iowa Code 331.434 requires that after a budget hearing, the Washington County Board of Supervisors shall adopt by resolution a budget, and;

WHEREAS, the Washington County Board of Supervisors has met the budget publication requirements in Iowa Code 331.434 through publication in the SE Iowa Union and The News, and;

WHEREAS, the Washington County Board of Supervisors has met the budget hearing requirements in IA Code 331.434 through the public hearing held on March 9, 2021 at 9:00 a.m.

THEREFORE, BE IT RESOLVED, on the 23rd day of March 2021, the Washington County Board of Supervisors hereby adopts by resolution the Washington County budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

On motion by Yoder, seconded by Fedler, the Board voted by way of roll call vote to approve Resolution 21-06 as follows and to authorize the Chairperson to sign Resolution 21-06 on behalf of the Board.

IOWA DEPARTMENT OF TRANSPORTATION

AGREEMENT / RESOLUTION
Sign Replacement Program for Cities & Counties
(SRPFCC)

ver 11.03.20

Applying as (check one):

City
County

RESOLUTION NO. 21-06

WHEREAS the County of Washington recognizes the importance of maintaining the regulatory, warning, and school area signs on the road system in conformance with the Manual on Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, and

WHEREAS a review of signs has been conducted by the County of Washington or its agent to identify deficiencies in those signs eligible for replacement under the rules of the program, and

WHEREAS the Iowa Department of Transportation will reimburse up to \$10,000 per county and \$5,000 per city for conforming regulatory, warning, and school area signing materials for the replacement of existing signs to the County of Washington, and

WHEREAS it is understood that applications will be considered in order of receipt and will be limited to replacing eligible regulatory, warning, and school area signs. See, "Signs eligible for SRPFCC".

NOW THEREFORE BE IT AGREED BY THE IOWA COUNTY OF WASHINGTON, THAT:

The City/County is hereby directed to submit the grant application and request for signing materials to replace signs that have been identified as deficient in their review. This application is to be submitted to the Iowa Department of Transportation's Program Coordinator for the Sign Replacement Program for Cities & Counties, and

BE IT FURTHER RESOLVED THAT:

- A) All signing materials must be ordered within 90 days of application approval.
- B) All signing materials will be installed by the County of Washington within 180 days after the sign materials are furnished, and,
- C) All signs will be installed in compliance with the Manual of Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, as adopted per Iowa Administrative Rules 761, Chapter 130, and,
- D) The County of Washington, will certify in writing to the Department of Transportation's Program Coordinator within 30 days after the sign materials and/or signs have been installed.

IOWA DEPARTMENT OF TRANSPORTATION

AGREEMENT / RESOLUTION
Sign Replacement Program for Cities & Counties
(SRPFCC)

ver 11.03.20

The County of Washington recognizes that submission of this agreement along with an application, requesting signs and sign posts, represents approval by the city/county to participate in the Sign Replacement Program for Cities & Counties.

- E) Cities and counties not complying with the SRPFCC rules will be prohibited from applying for the program for two years.
- F) Application must be approved by Iowa DOT prior to ordering signs. Only signs and posts that are approved on the application will be eligible for reimbursement. Costs associated with sign/post installation are not eligible for reimbursement.
- G) Reimbursement, up to the program maximum, will be sent to the grantee AFTER:
 - the signs/posts have been installed.
 - the IA DOT receives a copy of the sign-order invoice.
 - the IA DOT receives proof of payment (Reimbursement Certification).
- H) Requests for reimbursement must be made within one-year from the date that the SRPFCC application was approved by the Iowa Department of Transportation. After one-year, all claims for reimbursement will be forfeited.

On motion by Seward, seconded by Fedler, the Board voted by way of roll call vote to approve Resolution 21-14 as follows and to authorize the Chairperson to sign Resolution 21-14 on behalf of the Board.

Resolution 21-14

2021 County Five-Year Program

Washington County Secondary Roads

Unforeseen circumstances have arisen since adoption of the approved Secondary Road Five-Year Program and previous revisions, requiring changes to the sequence, funding, and timing of the proposed work plan.

The Board of Supervisors of Washington County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project(s) in the accomplishment year (State Fiscal Year 2021), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instructional Memorandum 2.050.

The following projects shall be ADDED to the Program's Accomplishment year:

Project Number Name Project ID	Project Location Description of Work	AADT Length Bridge ID	Type of Work Fund	Total
L-C092()--73-92 128th Place 46994	On 128TH PL, S14 T77 R09	80 0.000 miles	332 Box Culverts Local	\$275,000

The following projects shall be MODIFIED as follows:

Project Number Name Project ID	Project Location Description of Work	AADT Length Bridge ID	Type of Work Fund	Modifications	Total
L-C-114--73-92 Elm Ave - R. Martin Bridge 45021	On Elm Avenue, Over Small Stream, from 120th Street N 0.50 miles	25 0.000 miles 337940	320 Bridges Local	Project Number updated Project Location updated Fund basis updated added 80,000 Local dollars to 2021 removed 275,000 SWAP dollars from 2021	\$80,000

Generated on 3/18/2021 3:06 PM

Fund	Accomplishment Year		
	Previous Amount	New Amount	Net Change
Local	\$425,000	\$780,000	\$355,000
Farm-to-Market	\$2,775,000	\$2,775,000	\$0
Special	\$500,000	\$500,000	\$0
SWAP	\$3,023,715	\$2,748,715	-\$275,000
Federal Aid	\$275,285	\$275,285	\$0
Totals	\$6,999,000	\$7,079,000	\$80,000

County Engineer Jacob Thorius explained that Iowa Code Chapter 309:22 requires completion of an annual Five-Year Road Construction Plan. He added that on March 16, 2021, the Board of Supervisors held a work session to review the proposed FY22 Washington County Secondary Roads Five-Year Road Construction Plan (Plan) which contains over \$23.754 million in estimated project expenses and an estimated \$11.805 million available for the funding of such projects. Thorius noted that while only \$11.805 million in funding is currently available, road construction projects must be included in the Plan in order to be eligible for funding. Thorius is hopeful that additional funding will become available in the future which would allow for quicker completion of construction projects. The \$11.805 million in funding comes from the following sources: \$2.375 million (20%) in local secondary road funding, \$6.13 million (52%) in Farm to Market state gas tax funding, \$1.65 million (14%) in federal bridge funding, and \$1.65 million (14%) in funding from the federal gas tax. The overall goal of the Plan is to continue to replace aging structures and improve gravel road systems. Projects are selected based on their anticipated impact on the entire Washington County road system as well as funding availability. Thorius also stressed that the Plan is a “living” plan that can be updated and modified as funding options change. On motion by Fedler, seconded by Yoder, the Board voted to approve the FY22 Washington County Secondary Roads Five-Year Road Construction Plan and to authorize the Chairperson to sign pertinent documents. The FY22 Washington County Secondary Roads Five-Year Road Construction Plan is available for review in the office of the Washington County Engineer.

Thorius reminded the Board that while the Secondary Roads FY22 budget had already been approved by the Board of Supervisors that same budget must also be submitted in a slightly different format to the Iowa Department of Transportations for approval. On motion by Seward, seconded by Stoops, the Board voted to approve the FY22 Iowa Department of Transportation Budget for Washington County Secondary Roads and to authorize the Chairperson to sign pertinent documents. The complete report is available by contacting the Washington County Engineer’s office.

On motion by Yoder, seconded by Stoops, the Board voted to acknowledge the purchase by the Secondary Roads Department of a Denis Climaf brand boom-mounted brush cutter and mulcher at the price of \$43,850.00. The price includes the unit itself along with mounting equipment and freight.

Public Health Administrator Danielle Pettit-Majewski reported that in Washington County as of 8:45 a.m. on March 23, 2021, tests had been conducted on 11,552 individuals to detect for COVID-19 with such tests yielding 2,424 positive results. Positive results in the previous 7 days totaled 10 while positive results in the previous 14 days totaled 28. Meanwhile in Washington County a total of 2,339 individuals have recovered from COVID-19 according to Pettit-Majewski. A total of 621 serology tests have been conducted in Washington County with such tests yielding 121 reactive cases. The Return to Learn percent positivity rate for Johnson and Jefferson County is 3.3% and 1.8% respectively while the Washington County rate is 3.0%. A total of 48 deaths in Washington County have been attributed to COVID-19 while statewide the total is 5,675. At the present time one individual in Washington County is hospitalized while statewide the total is 185. The statewide number of vaccines administered is 1,287,475 which includes approximately 8,680 vaccines that have taken place in Washington County. Pettit-Majewski stated that while COVID-19 cases are decreasing now is not the time to stop taking precautions. She noted that public officials are starting to see a slight but consistent increase in hospitalizations and positivity rates. She also warned that new COVID-19 variants may occur due in some part to individuals traveling on spring break. The Board took no formal action.

On motion by Yoder, seconded by Stoops, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from Environmental Health for Environmental Health Director Jennine Wolf whose last day of employment occurred January 26, 2021.

On motion by Stoops, seconded by Seward, the Board voted to appoint Ron See to a term on the Judicial Magistrate Appointing Commission that ends December 31, 2026.

There was no comment from County Department Heads.

At 10:20 a.m. on motion by Stoops, seconded by Seward, the Board voted to adjourn.

ATTEST:
March 23, 2021

RICHARD L. YOUNG
Chairperson, Board of Supervisors

DANIEL L. WIDMER
County Auditor