

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, JULY 14, 2020**

At 9:00 a.m. Chairperson Jack Seward Jr. 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; update regarding City of Washington voluntary annexation plan; minimum fixed asset dollar value limitation; SEIL Statement of Understanding; Quarterly Report - Mental Health and Disability Services; Quarterly Report - General Assistance; Quarterly Report - Veteran Affairs; Quarterly Report - Recorder; Quarterly Report - Auditor; miscellaneous board and commission appointments; Contractor Change Orders related to Communications/Emergency Operations Center (EOC) Construction Project which include Delong Construction Change Order #3, Peak Construction Change Order #3, Frank Millard & Company Change Order #2, and Mohrfeld Electric Change Order #2; Disabled Veteran Homestead Tax Credit; personnel change requests - Treasurer; Resolution 20-44 Traffic Safety Improvement Program funding for improvements to County Road W61 (Riverside Road); agreement with Iowa Department of Transportation for Traffic Safety Improvement Program funding; COVID-19 update; wind energy projects in Washington County; public access to Washington County facilities; public comment subject to approval of Board Chairperson. Supervisors Richard Young, Stan Stoops, Abe Miller, and Bob Yoder were also in attendance.

Others attending were: Mary Zielinski, The News; Cyndie Sinn, County IT/Budget Director; Jeff Garrett and Mary Sue Northup, County Treasurer's Office; Christina Loeffler, County Assessor's Office; Jo Greiner, County Recorder; Jacob Thorius, County Engineer; Marissa Reisen, County Emergency Management Coordinator; Jaron Rosien and Brent Hinson, City of Washington; David Collins, Washington Economic Development Group Director; Larry Brock, Magistrate Court Judge; Matt Miller, Carl A. Nelson & Company; 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 after the Chairperson noted that the order of items would be modified to accommodate the schedules of individuals involved in the meeting.

There was no public comment related to agenda items.

Magistrate Court Judge Larry Brock administered the oath of office to newly-appointed Deputy Treasurer Mary Sue Northup.

On motion by Miller, seconded by Young, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Treasurer's office for Deputy Treasurer Mary Sue Northup whose rate of pay will change to \$24.90 per hour effective July 16, 2020.

Washington City Administrator Brent Hinson, along with Washington Mayor Jaron Rosien, presented a summary of the City of Washington's (City) involvement in a process which is expected to ultimately lead to City annexation of 43 acres of property. The property is located west of Highway 1 and south of the Washington County Fairgrounds. Plans call for the property to be used for long-term residential development. According to Hinson, the City recently purchased a portion of the 43 acres from the Bell family (Mary Clarice Bell, Lisa Hardy, Jeffrey A. Bell, Jason W. Bell, Justin J. Bell, and Jon Bell) and holds a 10-year option on the remainder of the 43 acres. It is anticipated that the property will yield approximately 60 single family building lots with the sale of the lots offsetting infrastructure costs. On motion by Young, seconded by Yoder, the Board voted to acknowledge the City of Washington's voluntary annexation plans.

On motion by Miller, seconded by Young, the Board voted to increase the minimum fixed asset valuation to \$5,000.00.

On motion by Stoops, seconded by Miller, the Board vote to approve a Statement of Understanding with the Southeast Iowa Link Region and to authorize the Chairperson to sign pertinent documents. The vote on the motion: Aye-Young, Miller, Stoops, Yoder; Abstain-Seward. According to the agreement, the Southeast Iowa Link (SEIL) Region intends to utilize administrative staff of the member counties and/or SEIL region employees for numerous functions and responsibilities.

Mental Health and Disability Services Director Bobbie Wulf presented the Mental Health and Disability Services report for FY20. According to the report total expenditures for FY20 were \$758,233.00 which was 99.56% of budgeted expenses. The FY20 ending fund balance was \$32,924.89 which was 37% of the Administrative Budget of \$89,981.00. Revenues for FY20 were \$8,260.51 short of budgeted tax revenues. Wulf shared that many financial totals and activity totals listed in the report were skewed due to COVID-19. The Board took no formal action. Wulf's report is available by contacting the Auditor's office.

Washington County General Assistance Director Sue Rich presented the 4th quarter Washington County General Assistance report for FY20. She reported that during the quarter \$2,802.69 in benefits were paid to 6 successful applicants. Benefits paid for the entire fiscal year totaled \$10,075.49 and were paid to 21 successful applicants. On motion by Miller, seconded by Stoops, the Board voted to acknowledge receipt of the FY20 4th quarter General Assistance report. The complete report is available in the office of the Washington County Auditor.

Washington County Veteran Services Officer Sue Rich presented the 4th quarter Washington County Veteran Affairs report for FY20. She reported that during the quarter \$145.70 in benefits was paid to 1 successful applicant. Benefits paid for the entire fiscal year totaled \$4,397.61 and were paid to 21 successful applicants. On motion by Miller, seconded by Young, the Board voted to acknowledge receipt of the FY20 4th quarter Veteran Affairs report. The complete report is available in the office of the Washington County Auditor.

On motion by Yoder, seconded by Miller, the Board voted to acknowledge receipt of the Recorder's 4th 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 \$111,228.92 with the county retaining \$46,890.59. A total of 1,534 documents were recorded during the quarter and Greiner added that her office handled 22 marriage applications, 4 passport applications, and 205 boat, ATV and snowmobile renewals/registrations. Also during the quarter a total of 389 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 Miller, seconded by Young, the Board voted to acknowledge receipt of the Auditor's report for the 4th 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 \$1,612.00. Of this total, \$1,575.00 resulted from transfer fees and \$37.00 from the sale of plat books. The complete report is available in the office of the Washington County Auditor.

On motion by Young, seconded by Miller, the Board voted to appoint Jim Zieglowsky to a 5-year term on the Washington City Board of Adjustment that will end June 30, 2025.

On motion by Stoops, seconded by Yoder, the Board voted to appoint Julie Mangold and John Trier each to separate 3-year terms on the Washington County Land Use and Planning Commission with each term ending June 30, 2023.

On motion by Miller, seconded by young, the Board voted to appoint Steve Swaffer to a 5-year term on the Washington County Board of Adjustment that will end June 30, 2025.

Matt Miller, Project Manager with Carl A. Nelson & Company, provided a brief project update regarding construction of the new Communications and Emergency Operations Center by stating that the building and computer equipment is virtually complete. He also presented and outlined four contract change orders for Board consideration. On motion by Young, seconded by Stoops, the Board voted to approve a cumulative change order from DeLong Construction, Washington, Iowa, for a total of \$24,860.00 and to authorize the Chairperson to sign pertinent documents. On motion by Miller, seconded by Yoder, the Board voted to approve a change order from Peak Construction, North Liberty, Iowa, for \$5,545.03 and to authorize the Chairperson to sign pertinent documents. On motion by Young, seconded by Miller, the Board voted to approve a change order from Frank Millard & Co., Burlington, Iowa, for \$8,998.00 and to authorize the Chairperson to sign pertinent documents. On motion by Miller, seconded by Yoder, the Board voted to approve a change order from Mohrfeld Electric, Fort Madison, Iowa, for \$7,149.82 and to authorize the Chairperson to sign pertinent documents.

Christina Loeffler, Appraisal Clerk with the Washington County Assessor's Office, presented the Board with a list of five individuals, each of whom she recommended receive a 2020 Disabled Veterans Homestead Tax Credit. On motion by Stoops, seconded by Miller, the Board voted to approve the Disabled Veterans Homestead Tax Credit applications as recommended by the Washington County Assessor and to authorize the Chairperson to sign pertinent documents.

On motion by Miller, seconded by Yoder, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Treasurer's office for Alicia Pacha who transferred from the County Attorney's office to the Treasurer's office effective July 13, 2020. As a result of the transfer Pacha's rate of pay will be \$17.47 per hour.

On motion Seward, seconded by Stoops, the Board voted by way of roll call vote to approve Resolution 20-44 as follows and to authorize the Chairperson to sign Resolution 20-44 on behalf of the Board.

RESOLUTION 20-44

APPROVAL OF AGREEMENT FOR TRAFFIC SAFETY IMPROVEMENT PROGRAM FUNDING FOR PAVED SHOULDER CONSTRUCTION ON RIVERSIDE ROAD (W61) FROM 220TH STREET TO SPRUCE AVENUE

WHEREAS, the Iowa Department of Transportation has adopted Administrative Rule 761 – Chapter 164, which created the Traffic Safety Improvement Program (TSIP) to allow for funding to be provided to local jurisdictions for eligible traffic safety improvement projects; and

WHEREAS, past traffic data shows the existing W61 corridor has an accident history and safety for the traveling public could be improved by incorporating safety improvements such as roadway widening and paved shoulders; and

WHEREAS, the overlay of W61 between 220th Street and Spruce Avenue is included in the Washington County Five (5) Year Construction Program; and

WHEREAS, the Iowa Department of Transportation Commission approved \$500,000 in Transportation Safety Improvement Program funding for this project in Washington County by Commission Order No. H-2020-32 on December 10, 2019; and

WHEREAS, an agreement between the Iowa Department of Transportation (DOT) and Washington County is necessary for the expenditure of these TSIP funds.

IT IS THEREFORE RESOLVED by the Washington County Board of Supervisors to approve Agreement Number 2021-TS-014;

BE IT FURTHER RESOLVED that the Chairperson of the Washington County Board of Supervisors be authorized to sign said funding agreement and authorize the County Engineer to finalize the project development and use of these TSIP funds.

With regard to the agenda item entitled agreement with Iowa Department of Transportation for Traffic Safety Improvement Program (TSIP) funding, Thorius stated that the agreement was addressed in Resolution 20-44 and no formal Board action was now needed. The Board took no formal action.

Washington County Public Health Director Danielle Pettit-Majewski provided an update with regard to the COVID-19 virus. She shared various statistics that indicated an increase in hospitalizations and increased acuity. She also stated that she is presently involved in conversation with area school administrators regarding protection measures for students returning to school in August.

Young shared that meetings and discussions have taken place with regard to re-opening county facilities. Another meeting of various Department Heads will take place on Thursday, July 16, 2020 and it is expected a decision will be reached at that time on the manner and conditions in which County facilities will be re-opened. Young stressed that citizens should still use the telephone to conduct business if at all possible in order to avoid in-person visits. The Board took no formal action.

Seward provided information about preliminary work being performed related to a wind energy project that is being considered for Washington County. He stated knowledge and communication are the key components in making a determination regarding wind energy production in Washington County. He added that at some point in the future it is likely the Board will take up discussion of the matter and passage of an ordinance may be called for. Seward also shared that both Madison and Iowa Counties have passed moratoriums against wind energy production. The Board took no formal action.

There was no comment from the public.

At 10:18 a.m. on motion by Young, seconded by Stoops, the Board voted to adjourn.

ATTEST:
July 14, 2020

JACK SEWARD JR.
Chairperson, Board of Supervisors

DANIEL L. WIDMER
County Auditor