

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING  
TUESDAY, JULY 18, 2023**

At 9:00 a.m. Chairperson Bob Yoder called to order in regular session a meeting of the Washington County Board of Supervisors that took place in the Washington County Courthouse. Items on the agenda included recitation of the Pledge of Allegiance; approval of agenda; public comment related to agenda items; report from Fitch and Associates; approval of homestead credits and military exemptions; Semi-Annual Statement of Funds – Treasurer; Quarterly Report of Fees Collected – Treasurer; Annual Investment Review – Treasurer; Quarterly Report – Recorder; Quarterly Report – Office of Sheriff; application for Class C Retail Alcohol License to include outdoor service – Washington Golf and Country Club; fireworks permit application – Camp Reece; appointment of Edgar McGuire to Eminent Domain Commission; Quarterly Report – Auditor; discussion regarding potential Washington County Wind Ordinance; department head comment; adjourn. Supervisors Jack Seward Jr., Richard Young, and Stan Stoops were also present while Supervisor Marcus Felder participated by remote means.

Other individuals present at the meeting included Jennifer Wilkinson with KCII Radio, Anthony Midge and Chris Brook with Fitch and Associates, along with County Attorney Nathan Repp, Board of Supervisors Administrative Assistant Amber Williams, County Engineer Jacob Thorius, Treasurer Jeff Garrett, Recorder Teresa Mangold, Interim Washington County Ambulance Services Administrator Katrina Altenhofen, Appraisal Clerk Christina Loeffler, and citizen Bruce Murphy. Various other individuals listened and/or watched remotely by way of electronic means.

All motions were passed unanimously unless noted otherwise.

Seward Jr. led those individuals assembled in reciting the Pledge of Allegiance.

On motion by Young, seconded by Stoops, the Board voted to approve the agenda after it was amended to include the addition of a personnel change request from the Office of Sheriff and the deletion of the agenda item regarding Quarterly Report – Office of Sheriff.

There was no public comment.

The Board was presented with a summary of an in-depth study of the Washington County Ambulance Services conducted by Fitch and Associates (Fitch). A summary of the study, presented by Anthony Midge and Chris Brook with Fitch, included among other things reviews and recommendations for such things as billing practices, accounts payable, software, and compliance. On motion by Seward Jr., seconded by Young, the Board voted to receive and file the final report from Fitch & Associates related to a review of the administration and billing practices of Washington County Ambulance Services and to authorize the Chairperson to sign the report on behalf of the Board. The entire report is available to the public in the office of the Washington County Auditor.

On motion by Fedler, seconded by Seward Jr., the Board voted to acknowledge a list of homestead credits and military exemptions provided by the Washington County Assessor and to authorize the Chairperson to sign pertinent documents on behalf of the Board.

Treasurer Jeff Garrett provided the Board with the Semi-Annual Statement of Funds for the period of January 1, 2023, through June 30, 2023. Garrett explained to the Board that the report lists beginning balances of all funds as of January 1, 2023, totaling \$20,528,405.00, total revenues of \$37,252,087.16, total expenses of \$39,126,106.42, ending Treasurer’s balance of \$19,399,297.67 as of June 30, 2023, and ending Auditor’s balance of \$18,500,740.48 as of June 30, 2023. On motion by Young, seconded by Fedler, the Board voted to acknowledge the Semi-Annual Statement of Funds Report for the period of January 1, 2023, through June 30, 2023 as presented by Treasurer Jeff Garret. The complete report is available for public viewing in the office of the Washington County Treasurer as is a report that details the \$19,399,297.67 ending Treasurer’s balance.

Garrett also provided the following apportionment summary for FY23 showing \$46,209,860.81 in total taxes apportioned as follows:

Washington County Treasurer Apportioning Summary – FY23 Collections			
Schools and Community Colleges	\$19,896,785.04		43.06%
Washington County	\$13,914,740.60		30.11%
Consolidated Cities	\$ 8,238,444.20		17.83%
Community Colleges	\$ 1,870,322.19		4.05%
Hospital	\$1,410,403.43		
Townships	\$ 567,295.46		
Ag Extension	\$ 279,136.77		
Crawford Fire Department	\$ 29,344.94		
Brucellosis/TB Eradication	\$ 3,388.18	\$ 2,289,568.78	4.95%
<b>Total Taxes Apportioned</b>	<b>\$46,209,860.81</b>		<b>100.00%</b>

On motion by Stoops, seconded by Fedler, 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 \$2,379,140.93 collected during the quarter ending June 30, 2023, with the county retaining \$77,134.15 (3.2%) 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, \$0.60 for postage to mail registration stickers, and \$7.00 for each driver's license issued. Garrett also stated tax and administrative fees of \$116.04 were collected during the quarter resulting in a grand total of \$77,250.19 in fees retained during the quarter. The entire report is available to the public in the office of the Washington County Treasurer.

Garrett presented the Washington County Annual Investment Policy and stated that the primary objectives, in order of priority, of all investment activities involving the financial assets of Washington County are safety, liquidity, and return on investment. He added that assets of Washington County may be invested or deposited in interest-bearing savings accounts, money market accounts, and interest-bearing checking accounts at any federally insured depository institution operating within the state of Iowa. Assets may also be invested in certificates of deposit, obligations of the United States government, and with the Iowa Public Agency Investment Trust. The investment policy, including substantial procedural changes and investment activity, is to be reviewed at least annually by the Treasurer and the Board of Supervisors and amended as necessary. Garrett recommended no changes in the present makeup of the various investments. The Board took no formal action. The complete report is available to the public in the office of the Washington County Treasurer.

Garrett provided the Washington County Annual Investment Report for FY23 which contains a listing of the various institutions in the county in which county funds are invested along with the terms of such investments, the maturity amount, the purchase amount, and interest rate. The total purchase amount of all such investments was \$5,110,917.69 while the maturity amount of all such investments was listed at \$5,148,786.53. The Board took no formal action. The complete report is available to the public in the office of the Washington County Treasurer.

On motion by Fedler, seconded by Stoops, the Board voted to acknowledge receipt of the Recorder's report for the 4<sup>th</sup> quarter of FY23 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by Recorder Teresa Mangold, reflected revenues for the quarter in the amount of \$136,787.01 with the county retaining \$47,975.11. A total of 1,143 documents were recorded during the quarter and Mangold added that her office processed 39 marriage applications, 121 passport applications, 157 passport photographs, and 1,096 boat, ATV and snowmobile renewals and/or registrations. Also, during the quarter, a total of 449 certified copies of birth certificates, death certificates, and marriage licenses were provided to various individuals. The complete report is available to the public in the office of the Washington County Recorder.

On motion by Young, seconded by Fedler, the Board voted to approve an application for a Class C Retail Liquor License including outdoor service with an effective date of August 28, 2023, and an expiration date of August 27, 2024, for Washington Golf and Country Club, 1732 Country Club Road, Washington. Washington County Sheriff Jared Schneider expressed no issues with the application.

On motion by Seward Jr., seconded by Stoops, the Board voted to approve an application for a fireworks permit from Camp Reece for August 3, 2023, from 8:00 p.m. until 11:00 p.m. with no rain date. The display will take place at the Lake Darling Youth Camp located in rural Brighton.

On motion by Fedler, seconded by Seward Jr., the Board voted to appoint Edgar McGuire to the Washington County Eminent Domain Commission as a representative of City/Town property owners.

On motion by Fedler, seconded by Young, the Board voted to acknowledge receipt of the Auditor's report for the 4<sup>th</sup> Quarter of FY23 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 \$1,725.00. The complete report is available to the public in the office of the Washington County Auditor.

The Board held a brief discussion with regard to the formation of a Washington County Wind Ordinance but took no formal action.

There was no department head comment.

At 11:35 a.m. on motion by Stoops, seconded by Fedler, the Board voted to adjourn.

ATTEST  
July 18, 2023

DANIEL L. WIDMER  
Auditor

ROBERT C. YODER  
Chairperson, Board of Supervisors