

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, AUGUST 9, 2022**

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; Iowa Businesses Against Trafficking (IBAT) Coalition membership; review bid(s) and award contract for Bridge Abutment Project L-C-272 on Dogwood Avenue spanning Smith Creek west of Wellman; Resolution 22-30 related to grant application to the Transportation Safety Improvement Program for paved shoulders on G-36 (220th Street); approval of Iowa Department of Transportation Funding Agreement 5-22-HSIP-SWAP-009 for Centerline Rumble Strip Safety Project on Riverside Road; Resolution 22-32 regarding SS4A Grant Application; agreement with City of Kalona regarding use of space at 2285 133rd Street, Kalona, as a base of operations for Washington County Ambulance Services; personnel change requests – Sheriff; Semi-Annual Statement of Funds Report – Treasurer; Quarterly Fee Report – Treasurer; Annual Investment Policy Review – Treasurer; Annual Investment Report – Treasurer; personnel change requests – Treasurer; department head comment; adjourn. Supervisors Jack Seward, Jr., Bob Yoder, Marcus Fedler, and Stan Stoops were also present.

Others in attendance included Kalen McCain, SE Iowa Union; Jerry Edwards, KCII Radio; Shawn Ellingson, Chief Deputy Sheriff; Jacob Thorius, County Engineer; Jeff Garrett, County Treasurer; and Ryan Schlabaugh, Kalona City Administrator. 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 Seward, seconded Fedler, the Board voted to approve the agenda as published.

There was no public comment.

On motion by Stoops, seconded by Yoder, the Board voted by way of roll call vote to approve Resolution 22-35 as follows and to authorize the Chairperson to sign Resolution 22-35 on behalf of the Board.

**RESOLUTION 22-35
Anti-Human Trafficking**

WHEREAS, human trafficking is a widespread crime that has devastating consequences to society as a whole; and,

WHEREAS, human trafficking is not restricted to any group of people, but crosses racial, educational, gender, age, and economic barriers; and,

WHEREAS, the crime of human trafficking violates the rights of individuals to privacy, dignity, security, and humanity; and,

WHEREAS, only a coordinated statewide effort will prevent this vicious crime; and,

WHEREAS, Iowa’s Safe at Home program strives to provides address confidentiality to approximately 1,200 participants in 77 counties throughout Iowa which allows these survivors to live active lives within their society; and,

WHEREAS, Iowa Businesses Against Trafficking is a statewide initiative introduced by the Iowa Secretary of State’s Office which encourages businesses, agencies, and other entities to “Learn Something” and to “Do Something” in an effort to end Human Trafficking in Iowa.

NOW, THEREFORE, BE IT RESOLVED THAT the Washington County Board of Supervisors desires to take a stand against human trafficking in our county by joining Iowa Businesses Against Trafficking.

County Engineer Jacob Thorius presented four bids related to the completion costs of a project referenced as Bridge Abutment Project L-C-272 on Dogwood Ave spanning Smith Creek west of Wellman. The bids were as follows:

	Contractor	
Contractor	Address	Bid Amount
Iowa Bridge & Culvert, LLC	Washington IA	\$ 76,760.00
Taylor Construction, Inc	New Vienna, IA	\$ 89,415.00
Cunningham-Reis, LLC	Van Meter, IA	\$102,475.00
Cramer and Associates, Inc.	Grimes, IA	\$118,870.00

The Engineer’s estimate for the project was \$85,000.00. Thorius recommended that the bid received from Iowa Bridge & Culvert, LLC, be accepted. On motion by Fedler, seconded by Yoder, the Board voted to award the bid for Project L-C-272 involving abutment repairs on Dogwood Avenue spanning Smith Creek west of Wellman in the amount of \$76,760.00 to Iowa Bridge and Culvert, LLC, Washington, Iowa, and to authorize the Chairperson to sign pertinent contract documents. Terms of the contract call for the project to begin no later than December 1, 2022.

On motion by Stoops, seconded by Yoder, the Board voted by way of roll call vote to approve Resolution 22-30 as follows and to authorize the Chairperson to sign Resolution 22-30 on behalf of the Board.

RESOLUTION 22-30

APPROVAL OF TRANSPORTATION SAFETY IMPROVEMENT PROGRAM APPLICATION FOR PAVED SHOULDERS ON G-36 (220TH STREET)

WHEREAS, the Washington County Board of Supervisors recognizes the need to incorporate safety features in Secondary Roads projects, and

WHEREAS, Transportation Safety Improvement Program (TSIP) Funds are annually made available to qualifying local projects in amounts not to exceed \$500,000 to facilitate the incorporation of said safety features, and

WHEREAS, application for said funds must be submitted to the Iowa Department of Transportation for review and approval, and

WHEREAS, as a part of the application procedure, a commitment of funds and a commitment to maintain the facility for the useful life of the improvement must be made by the applicant.

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Washington County, Iowa, as a part of the application for TSIP funds, resolve to commit to the additional funds needed above and beyond those granted to Washington County by the Transportation Safety Improvement Program and to supply the Construction and Engineering cost for the County Road G-36 Paved Shoulder Project (beginning at Redwood Ave and extending 3.3 miles to the interchange at State Highway 218) from existing county funding and also resolve to maintain the facility for the useful life of the improvement;

BE IT FURTHER RESOLVED by the Washington County Board of Supervisors that the Washington County Engineer be authorized to execute and submit the application to the Iowa Department of Transportation for Traffic Safety Improvement Program funding.

On motion by Yoder, seconded by Stoops, the Board voted to approve an agreement with the Iowa Department of Transportation related to the Highway Safety Improvement Program (HSIP) Federal Aid Swap funds. Prior to taking action the Board was informed by Thorius that Iowa Code Section 306A.7 provides the Recipient (Washington County) and the Iowa Department of Transportation (IDOT) to enter into agreements with one another for the purpose of financing transportation improvement projects on streets and highways in Iowa. Specific improvements addressed by the agreement involve the installation of centerline rumble strips on a 13.1 mile portion of County Road W-61 that stretches from County Road G-36 to the Riverside city limits. Per the agreement the portion of the project costs reimbursed by HSIP to the County shall be a maximum of \$88,000.00 with the County being responsible for all ineligible costs and all eligible costs in excess of \$88,000.00.

On motion by Seward, seconded by Fedler, the Board voted by way of roll call vote to approve Resolution 22-32 as follows and to authorize the Chairperson to sign Resolution 22-32 on behalf of the Board.

RESOLUTION 22-32

RESOLUTION FOR PARTICIPATION IN SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT APPLICATION

WHEREAS, as part of the new Federal Transportation Bill, Infrastructure Investment and Jobs Act (IIJA), there is over \$1B of roadway safety funding available in the form of Safe Streets and Roads for All (SS4A) grants. To be an eligible applicant for this new safety funding, a county MUST have an eligible Action Plan in place; and

WHEREAS, the Iowa County Engineers Association (ICEA) plans to apply for a SS4A grant to develop and supply all 99 counties in Iowa with an eligible Action Plan at no cost to the counties. ICEA encourages all 99 counties to participate in this grant application; and

WHEREAS, the Washington County Board of Supervisors will commit to achieve significant declines in roadway fatalities and serious injuries in Washington County; and

WHEREAS, the Washington County Board of Supervisors recognizes the Action Plan and will assist the County Engineer's department in achieving the goal of a dramatic decrease in roadway fatalities and serious injuries and zero roadway fatalities and serious injuries by the years 2030 and 2050, respectively; and

WHEREAS, the Washington County Board of Supervisors, after consulting with the Washington County Engineer, desires to participate in a joint SS4A grant to develop and receive an eligible Action Plan for Washington County.

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Washington County, Iowa, that this County does hereby request to be included in the statewide SS4A grant to develop Actions Plans for all 99 counties in Iowa.

The Board took up consideration of a proposed renewal of an existing agreement between Washington County (County) and the City of Kalona (City). Per the terms of the proposed agreement the City would agree to continue to provide the County with an ambulance bay and breakroom facility consisting of 1,800.00 square feet within an existing City-owned structure located at 2285 133rd Street, Kalona. The current agreement will expire on June 30, 2023. The proposed new agreement has been approved and signed off on by the City. However, upon his review Washington County John Gish recommended some changes to various wording contained in the document prior to being approved by the County. The Board took no formal action.

On motion by Fedler, seconded by Yoder, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Sheriff for the hiring of Ross Donelson as a casual part-time non-exempt Jailer, effective August 9, 2022, at the rate of \$20.88 per hour. The County Auditor is hereby authorized to issue pay warrants upon proper certification from the Department Head.

On motion by Yoder, seconded by Seward, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Sheriff for the hiring of Barry Schaley as a full-time non-exempt Jailer, effective August 9, 2022, at the rate of \$20.88 per hour. The County Auditor is hereby authorized to issue pay warrants upon proper certification from the Department Head.

On motion by Stoops, seconded by Seward, the Board voted to acknowledge the plan proposed by Chief Deputy Shawn Ellingson for the Sheriff to hire a deputy to begin duties in September, 2022.

Treasurer Jeff Garrett provided the Board with the Semi-Annual Statement of Funds for the period of January 1, 2022, through June 30, 2022. Garrett explained to the Board that page one of the report lists beginning balances of all funds as of January 1, 2022 which totaled \$19,334,505.88, as well as total receipts of \$36,014,207.73, disbursements of \$36,051,805.38, ending Treasurer's balances totaling \$19,296,908.23, outstanding warrants totaling \$792,285.90, and finally the various Auditor's balances which totaled \$18,504,622.33 as of June 30, 2022. Also included was a breakdown of the \$19,296,908.23 ending Treasurer's balance which included \$14,120,602.17 in liquid assets, \$5,130,662.34 in certificates of deposit, and \$19,973.72, in cash on hand. Finally, the report displayed a summary of revenue and expenditures with total revenues of \$37,814,913.12, adjusted expenditures of \$39,463,439.15, and the ending balance of \$19,296,908.23. On motion by Seward, seconded by Fedler, the Board voted to acknowledge receipt of the Semi-Annual Treasurer's Statement of Accounts by Funds for the period of January 1, 2022, through June 30, 2022, inclusive. The complete report is available to the public in the office of the Washington County Treasurer.

**** STATEMENT OF ACCOUNTS BY FUNDS - FOR THE PERIOD FROM JANUARY 1, 2022 TO JUNE 30, 2022, INCLUSIVE ****

FUNDS	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	OPERATING TRANSFERS	TREASURER'S BALANCE	OUTSTANDING WARRANTS	AUDITOR'S BALANCE
General Basic	\$ 3,874,843.09	\$ 4,669,412.60	\$ 4,745,395.32	\$ (106,510.22)	3,692,350.15	\$ 226,837.01	\$ 3,465,513.14
General Supplemental	1,722,779.73	1,881,243.76	2,040,703.98	-	1,563,319.51	12,225.52	1,551,093.99
American Recovery & Reinvest Act	2,133,222.00	2,133,222.00	-	-	4,266,444.00	-	4,266,444.00
Maternal/Child Health Care	37,838.49	133,839.88	146,424.67	-	25,253.70	4,220.02	21,033.68
County MHDS	105,387.44	209,628.43	57,793.18	-	257,222.69	257,222.69	-
Rural Services Basic	1,484,660.98	1,421,901.99	351,769.14	(1,712,475.86)	842,317.97	19,018.28	823,299.69
Delinq Fine Collections Co Atty	32,047.42	7,194.30	-	-	39,241.72	-	39,241.72
Law Enforcement County Attorney	4,403.13	-	-	-	4,403.13	-	4,403.13
Law Enforcement County Sheriff	56,098.58	414.52	-	-	56,513.10	-	56,513.10
Secondary Roads	2,021,272.90	2,668,559.60	3,499,927.64	1,818,986.08	3,008,890.94	224,995.39	2,783,895.55
REAP	104,779.75	160.26	-	-	104,940.01	-	104,940.01
Recorders Records Management	59,130.71	2,833.49	-	-	61,964.20	-	61,964.20
Conservation Land Acquisition	64,344.59	353,687.55	28,579.63	-	389,452.51	-	389,452.51
Suppl Environmental Projects	2,645.98	3.69	-	-	2,649.67	-	2,649.67
Capital Projects	116,643.14	41,914.59	610.00	-	157,947.73	-	157,947.73
Capital Projects-Communications	2,147,430.04	-	1,577,841.57	-	569,588.47	-	569,588.47
Debt Service	182,011.00	140,313.92	294,000.00	8,719.31	37,044.23	-	37,044.23
Debt Service-Washington Co Hospit	-	953,150.00	953,150.00	-	-	-	-
Debt Service-Secondary Roads	8,719.31	-	-	(8,719.31)	-	-	-
Debt Service-Communications	510,565.18	504,257.15	960,625.00	-	54,197.33	300.00	53,897.33
Emergency Management Agency	120,546.94	476,693.98	514,964.36	-	82,276.56	371.64	81,904.92
Communications Commission	277,350.40	458,268.50	474,063.61	-	261,555.29	4,007.17	257,548.12
E911 Surcharge	798,364.83	122,328.83	91,503.40	-	829,190.26	7,437.23	821,753.03
Assessment Expense	271,756.20	212,601.00	257,550.11	-	226,807.09	1,491.03	225,316.06
Hospital	19,551.25	611,820.39	622,921.73	-	8,449.91	-	8,449.91
Agricultural Extension Service	3,920.59	122,688.32	124,914.44	-	1,694.47	-	1,694.47
Consolidated District Schools	289,424.71	8,743,877.50	8,912,146.14	-	121,156.07	-	121,156.07
Consolidated Community Colleges	25,337.03	793,934.39	808,403.37	-	10,868.05	-	10,868.05
Consolidated Corporations	97,992.99	3,600,896.44	3,662,056.64	-	36,832.79	-	36,832.79
Special Assessments /Cities/	574.00	7,666.20	3,280.32	-	4,959.88	-	4,959.88
Consolidated Townships	8,988.34	234,615.37	239,789.75	-	3,813.96	-	3,813.96
State General	50.82	1,590.65	1,619.54	-	21.93	-	21.93
Crawford Benefited Fire District	89.97	13,002.74	12,787.45	-	305.26	-	305.26
Tax Sale Redemption	-	89,480.00	63,845.00	-	25,635.00	25,635.00	-
Motor Vehicle	886,825.46	4,233,869.73	4,446,854.50	-	673,840.69	-	673,840.69
Drivers License	100.00	-	-	-	100.00	-	100.00
Condemnation	-	-	-	-	-	-	-
Unclaimed Property Fees	-	-	-	-	-	-	-
Advance Tax	14,118.45	74,009.74	-	-	88,128.19	-	88,128.19
Unapportioned Tax	-	-	-	-	-	-	-
Recorders Electronic Fees	435.88	2,751.00	2,742.00	-	444.88	-	444.88
Drainage District/Outside Trustees	3,981.41	5.56	-	-	3,986.97	-	3,986.97
Special Assessments /County/	5,265.00	3,552.00	5,265.00	-	3,552.00	-	3,552.00
Health Insurance Trust	1,787,513.47	1,038,194.26	1,102,407.31	-	1,723,300.42	2,533.00	1,720,767.42
Flexible Benefits Trust	13,817.33	9,177.08	11,967.64	-	11,026.77	-	11,026.77
Dental Insurance Trust	39,677.35	41,446.32	35,902.94	-	45,220.73	5,991.92	39,228.81
Totals	\$ 19,334,505.88	\$ 36,014,207.73	\$ 36,051,805.38	\$ -	\$ 19,296,908.23	\$ 792,285.90	\$ 18,504,622.33

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

Garrett also provided the following apportionment summary for FY22 showing \$44,643,598.61 in total taxes apportioned as follows:

Washington County Treasurer
Apportioning Summary – FY22 Collections

Schools and Community Colleges	\$19,666,426.28	44.05%
Washington County	\$13,026,313.17	29.18%
Consolidated Cities	\$ 7,939,684.42	17.78%
Community Colleges	\$ 1,786,392.41	
Hospital	\$1,376,573.94	
Townships	\$ 539,378.90	
Ag Extension	\$ 276,044.42	
Crawford Fire Department	\$ 29,206.25	
Brucellosis/TB Eradication	\$ 3,578.85	4.99%
Total Taxes Apportioned	\$44,643,598.64	100.00%

On motion by Stoops, seconded by Yoder, the Board voted to acknowledge receipt of the County Treasurer's Report of Fees Collected for the 4th quarter of FY22 and to authorize the Chairperson to sign the report on behalf of the Board. The report, presented by Treasurer Jeff Garrett, listed total motor vehicle fees of \$2,001,949.56 collected during the quarter with Washington County retaining \$64,815.80 (3.24%) 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, \$15.00 per suspension, postage fees of \$3.00 for license plates and \$0.60 for registration, and \$7.00 for each driver's license issued. A total of \$68,321.40 was retained by the County which included \$3,450.00 in tax sale fees. The complete report is available to the public in the office of the Washington County Treasurer.

Garrett presented the Washington County Annual Investment Policy for the Board to review 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 reviewed at least annually by the Treasurer and 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 FY22 which listed the various institutions in the county in which county funds were 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 \$4,619,113.82 while the maturity amount of all such investments was listed at \$4,665,659.44. 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 Yoder, seconded by Fedler, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Treasurer for Deanna Bertelli whose final day of employment occurred July 29, 2022.

On motion by Seward, seconded by Fedler, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Treasurer for the hiring of Amy Greiner as a full-time non-exempt Driver's License Clerk effective July 27, 2022, at the rate of \$19.25 per hour. The County Auditor is hereby authorized to issue pay warrants upon proper certification from the Department Head.

There was no department head comment.

At 9:55 a.m. on motion by Yoder, seconded by Seward, the Board voted to adjourn.

ATTEST:
August 9, 2022

DANIEL L. WIDMER
County Auditor

RICHARD L. YOUNG, CHAIRPERSON
Washington County Board of Supervisors