

March 20<sup>th</sup>, 2018

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, March 20<sup>th</sup>, 2018 with Chairman Jim Cary, Vice-Chair Tom Broeker and Member Bob Beck present.

Unless otherwise noted, all motions passed unanimously.

Meet with Department Heads: County Auditor Terri Johnson reported the candidate filing deadline is March 28<sup>th</sup> at 5:00 PM. County Treasurer Janelle Nalley-Londquist stated second half property taxes are due at the end of the month. Emergency Management Director Gina Hardin reported the state-wide tornado drill will be held March 28<sup>th</sup>. A test watch will be issued at approximately 10:00 AM to start the drill, followed by a test warning around 10:15 AM. If there is severe weather anywhere in Iowa the drill will be postponed until Thursday, March 29<sup>th</sup>. IT Director Gina Erickson reported Tyler Technologies has setup Incode Express for Department heads to access expenditures, revenues and other financial information thru a web based application. Training videos should be recorded by Friday. Eventually this system will have Employee ES&S (employee self-service). Erickson introduced Colin Gerst, Stuart Mason and Brandon Mehmert, the IT Department staff and praised their work. Jail Administrator Doug Ervine reported the jail population is 80. CDS Director Ken Hyndman reported he will be attending several SEIL regional meetings this week. County Attorney Amy Beavers stated several jury trials will start on Wednesday. She presented at the Career Fair held at SCC last week and stated a great group of kids attended. They closed on the house seized by the Drug Task Force and sold at auction recently. Conservation Director Chris Lee reported four campers were at the park last weekend despite the wet/snowy weekend. He commended his Naturalist, Frances Owen. She was awarded a statewide recognition award. County Engineer Brian Carter reported three different rock projects were taking place. Today is also a letting for a DOT project. The Ammunition Plant will be repairing the Dayman Crossing on old Hwy 34. Geode Lake work is continuing, so be aware of truck traffic. The Hwy 61 expansion project has a lot of tree removal and utility work continuing, so be careful when traveling on Hwy 61 north of Burlington. Mike Norris, SEIRPC Director announced Zach James as Des Moines County's Land Use Administrator and Jarred Lassiter as the Assistant Land Use Administrator. They will take care of all Floodplain, Subdivision and Zoning issues.

Public Input Session #1 – Jack Dahlsten, 2243 180<sup>th</sup> St., Burlington stated he is starting a petition to legalize the use of ATV's and UTV's on public roads. He has checked on several counties to see how they approved such regulations. He wanted the regulations to only allow ATV's and UTV's to only be driven on county roadways and not in ditches, and a time limit on their use during the day. The DNR is leaving the regulations up to each county.

Accounts Payable Claims in the amount of \$337,160.27 were approved upon motion made by Beck and seconded by Broeker.

Approval of Final Design Services – Supplemental Agreement No. 1 Sperry Road Bridge B-4/FHWA#143500 BROS-CO29(84)—8J-29 was presented by the County Engineer. He stated this is a continuation to allow final design of the bridge. Broeker motioned to approve and seconded by Beck.

Approval of Professional Engineering Services DMC Hwy 99 Bridge T-17/FHWA#023530 BRS-CO29(T17)—60-29 was presented by the County Engineer. He stated in the next 3 to 4 years another bridge further north on Hwy 99 will need to be replaced and possibly the highway realigned. This is for preliminary work. Beck motioned to approve and seconded by Broeker.

Appoint Conservation Board Member. The Board received three letters of interest for the position and they were all good applicants. They decided to maintain the gender balance on the Conservation Board. Broeker motioned to appoint Julie Solinski to the Conservation Board. Beck seconded.

Amend 2016 Military & Homestead Exemptions. A list of additional and corrected exemption claims was presented. No adjustments were made to the Military exemptions. The amended Homestead value was decreased 81,128 or \$2,694.28. Broeker motioned to approve. Beck seconded.

Quote approval for cleaning services. Maintenance Supervisor Rodney Bliesener reported he requested

quotes for janitorial services for the Jail (provided five days a week) and Community Services Office, County Conservation and Secondary Roads Office (provided one day a week). Midwest Janitorial Service's quoted \$3,691 a month for a yearly total of \$44,292 for a 1-yr. contract. They would start the 2<sup>nd</sup> week of April. Beck motioned to approve. Broeker seconded.

The Board discussed dates for the Rural Spring Clean-up. No e-waste or tires will be allowed during this clean-up. Beck motioned to schedule the rural clean-up for April 2<sup>nd</sup> – April 28<sup>th</sup>. Broeker seconded. The Auditor will send a list of allowed items for the clean-up to the newspapers for publication and post the notice on the County website.

County Attorney Amy Beavers presented an Open Meetings update to the Supervisors. She presented to the Board a refresher and update and stated as a three-member board no two members can discuss any business outside of a public meeting. The Open Meetings definition is "Any gathering in person or by electronic means, whether formally noticed or informally occurring, a majority of the members, and at which there is any deliberation or action upon any matter within the scope of the governmental body's policy-making duties". A governmental body meeting does not include a purely ministerial or social gathering at which there is no discussion on policy or intent to avoid the Open Meetings Law, even if a quorum is present. She stated to engage all policy discussions at open meetings or work sessions as published on agendas. Agendas are published in a timely manner to the media. This allows the public an opportunity to know the discussions and ability to participate.

Personnel Actions: IT Department – Gina Erickson, IT Director. Resignation effective 3/23. Broeker motioned to approve. Beck seconded. Cary and Broeker wished her well in her new job. Conservation – Brayden Crew, Summer Intern. New rate \$11.50 hr., effective 4/16. Zach Hunter, Summer Intern. New rate \$11.00 hr., effective 4/16. Tanner Gebhardt, Summer Intern. New rate \$10.00 hr., effective 4/16. Beck motioned to approve all three actions. Broeker seconded. Correctional Center – Austin Dunham, Part-time Correctional Officer was promoted to Full-time. New rate \$35,681.46 yr., effective 3/26. Broeker motioned to approve. Beck seconded.

The following report was received and filed in the Auditor's office:  
Veterans Affairs Reports, February 2018

Beck motioned to approve minutes for the Board meeting held on March 13<sup>th</sup>, 2018. Seconded by Broeker.

Future Agenda items: Beck stated they need to determine how to replace the IT Director position. Cary commented the IT Director job description needs to be posted online, in the paper and on the Iowa Counties Information Technology (ICIT) website. The ICIT group is willing to help interview applicants for the IT Director position. If they come on site to assist with interviews the county will need to reimburse them for hotel accommodations, no charge for wages. Erickson recommended hiring internally because the staff knows the system inside and out, but to be fair and honest the position needs to be opened to everyone.

Committee Reports: The Board attended the Iowa State Association of Counties (ISAC) conference last week in Des Moines. Broeker commented they had interesting presentations on Tax Increment Financing (TIF). Broeker attended an MHDS Commission meeting and approved administrative rules.

Meeting was adjourned at 9:56 AM.

Following the meeting were two work sessions.

The first work session was the Board of Supervisors, County Engineer, County Attorney, Tim Roberts (5050 Ferres Ln) and Greg Jochims (5156 Ferres Ln) to discuss a request for improvements to Ferres Lane. Roberts stated Ferres Lane is less than ½ mile long road, receives lots of traffic, homeowners are moving because of the roads condition and they felt their property values warranted improvements. The history of requesting improvements to the road goes back to 2011. The petition and road improvement options were discussed. Roberts and Jochims asked about cost for concrete, asphalt or seal coat. They would like the County to construct the road and assess the cost back to the homeowners with interest. The homeowner's need to agree on how property owners would be assessed, by frontage or assessed value. The Board and Engineer are not interested in seal coating as it has continual maintenance costs. The Engineer stated Ferres Lane is not on the Five-Year Road Plan. An option is for the County to abandon the road then the homeowners can create a homeowner's association to maintain the road.

More information needs to be collected – percentage of cost share for owners and percentage of owners and interest rate. Another work session will be held later.

The second work session was a Road Tour with Board of Supervisors and County Engineer.

This Board meeting is recorded and kept on file for two years. The minutes and meeting audio are posted on the county's website [www.dmcountry.com](http://www.dmcountry.com)

Approved March 27, 2018

Jim Cary, Chairman

Attest: Terri Johnson, Auditor