

April 7th, 2020

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, April 7th, 2020, with Chairman Tom Broeker, Vice-Chair Bob Beck and Jim Cary present. Due to the Coronavirus Pandemic declaration, this meeting was held electronically via Webex and YouTube live streaming. Public input was available through board email or call in.

Unless otherwise noted, all motions passed unanimously. The Pledge of Allegiance was conducted.

Meet with Department Heads: County Auditor Terri Johnson gave a June 2nd Primary Election update. Due to COVID-19, precincts will be combined into two temporary polling locations for the Primary Election. All Burlington Pcts 1-9, Pct DM, Pct FM, Pct Union and Pct WB will vote at SCC – Hall of Sciences Bldg. and Pct MY, Pct HJ and Pct PW will vote at Mediapolis City Hall. The Secretary of State's Office will be mailing absentee request forms to all registered voters. Johnson encouraged anyone interested in voting at the Primary Election to vote absentee. IT Director Colin Gerst stated his department is busy and discussed video conferencing issues for all types of electronic meetings for example ZOOM, etc. Precautions need to be taken. County Engineer Brian Carter reported Mediapolis Road will close this week for the bridge replacement projects. It should be closed between 4 to 5 months. Gear Avenue should receive its first paving section today or tomorrow depending on the weather. Iowa City Road will close April 13th to start its paving project. Should take about 2-1/2 months to complete. His office is working on several bid projects. On April 30th at 1:30 PM the two Flint Bottom Road projects bids will be opened. On May 7th at 1:30 PM the Flint Creek Bridge project bids will be opened. Maintenance Supervisor Rodney Bliesener reported unplanned repairs needed on the courthouse front doors. Via Webex: Conservation Director Chris Lee reported the Governor's newest proclamation shut down all campgrounds and playgrounds. Parks, trails and boat ramps are still open. All outhouse facilities have been closed. Parks were busy prior to closing. Last weekend there were 18 campers at Big Hollow with 30 reservations for the coming weekend that will be cancelled. Emergency Management Coordinator Gina Hardin gave a river forecast – the river is coming back up and will crest this weekend. SEIRPC is working on the Hazard Mitigation Emergency Plan. There are off and on lane closures on Hwy 34 Great River Bridge thru October 30th. Virtual EOC is still open. Ordering PPE every week but not getting everything. Adding items to Facebook pages for EMA and Public Health. Each City and the County will approve a COVID-19 proclamation. Sheriff Mike Johnstone stated everything is going well. Full patrols, full investigation and rotating office personnel. Thanked IT for assisting. CDS Director Ken Hyndman reported contracts end June 30th and is having ZOOM meetings with providers regarding new contracts. Everything is going well and will hold electronic SEIL meetings today. Clerk of Court Jackie Myers reported she is alternating staff – one week on and one week off. District Court offices are closed and operating out of Associate Court Offices by appointment only. County Treasurer Janelle Nalley-Londquist stated as of April 2nd the Governor extended the proclamation on the suspension of interest and penalties for tax payments made between April 1st and April 30th penalties are waived. They are keeping busy processing a lot of payments by phone, mail, email and dropbox. Public Health Administrator Christa Poggemiller spoke about the COVID-19 Proclamation and encouraging everyone to help flatten the curve. She thanked the community partners for their cooperation. So far, only 1 case of COVID-19 in Des Moines County. County Attorney Lisa Schaefer stated there is not a lot going on in Courts. Bench trials will not start until June 1st and jury trials will not start until July 13th. Schaefer has reduced her staff and some staff is taking voluntary vacation days. They are preparing and bracing when courts open again. Chairman Broeker thanked her for preparing the COVID-19 proclamation he will present today. Recorder First Deputy Natalie Steffener reported they are rotating staff, and some are working from home. Assistant Land Use Administrator Jarred Lassiter reported they have received some inquiries and phone calls and are reviewing a minor subdivision. They have found someone to fill the Board of Adjustment vacant seat. They are working on the Hazard Mitigation Plan. The Land Use update is on the back burner and hope to start on it again soon. Others present via Webex: Chief Deputy Brett Grimshaw.

COVID-19 Update. Emergency Operations Center (EOC) recommended the Cities and County approve a COVID-19 Proclamation. Broeker read the proclamation into record. Cary motioned to approve and seconded by Beck.

**PROCLAMATION BY DES MOINES COUNTY
BOARD OF SUPERVISORS
RE COVID-19 HEALTH EMERGENCY**

WHEREAS, the Board of Supervisors recognizes the local, state and national health emergency as a result of the coronavirus, COVID-19; and

WHEREAS, as result of the continued spread of COVID-19, its significant progression in the State of Iowa, and the high risk it poses to the population of Des Moines County, the Board of Supervisors has issued protective guidelines by limiting person to person contact within County government; and

WHEREAS, the COVID-19 disease, which is caused by a virus that spreads easily from person to person and which may result in serious illness and death, which increased the threat of serious associated health risks; and

WHEREAS, the worldwide COVID-19 pandemic and its progression continue to threaten the life and health of the citizens of Des Moines County; and

WHEREAS, the Centers for Disease Control and the World Health Organization have issued recommendations to slow the spread and progression of COVID-19, which include:

avoiding unnecessary travel

avoiding unnecessary trips but for the purchase of essential items/services

limiting contact to no more than 10 people in one place

maintaining a social distance from others of at least six (6) feet

staying home if you are at high risk to develop COVID-19 if exposed to the virus OR exhibit any symptoms associated with the coronavirus, including but not limited to fever, cough, or sore throat.

NOW, THEREFORE, the Des Moines County Board of Supervisors, strongly urges and recommends that the citizens of Des Moines County follow all of the above-referenced recommendations of the Centers for Disease Control and the World Health Organization as they relate to the spread of the coronavirus, COVID-19 by not leaving their home or place of residence, except (1) to conduct or participate in essential activities, such as obtaining necessary supplies or services and/or (2) for employment in essential business services.

By:

Tom Broeker, Chairperson
Des Moines County
Board of Supervisors

Correspondence. Broeker received a letter from FEMA regarding revised Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) report for Des Moines County. FEMA is requesting our community to review the maps and submit any changes or comments within 30 days of the date of this letter dated March 27th.

Accounts Payable Claims in the amount of \$761,559.76 was submitted. Beck motioned to approve and seconded by Cary.

Payroll Reimbursement Claims in the amount of \$92.48 was submitted. Beck motioned to approve and seconded by Cary.

Personnel Actions: County Attorney – Tammy Anderson, Collections Clerk and Roberta Ford, Collections Clerk. Furloughed to PT hrs. due to COVID-19 Governor’s Proclamation dated 3/26/20. 37.5 hrs. worked per pay period effective 4/2/20. Cary motioned to approve both actions and seconded by Beck. Sheriff’s Office – Kolton Atkins, Deputy. 12-mo step increase. New rate \$50,323.36 yr., effective 4/22. Thomas Seitz, Deputy. 12-mo step increase. New rate \$50,323.36 yr., effective 4/23. Beck motioned to approve both actions and seconded by Cary.

Reports received and filed in the Auditor’s Office:

Auditor’s Report of Fees Collected, Qtr. ending 3/31/20

General Assistance Monthly Report, March 2020

Recorder’s Report of Fees Collected, March 2020

Sheriff’s Monthly Report, March 2020

Cary motioned to approve the March 31st, 2020 meeting minutes. Seconded by Beck.

Public Hearing for the 2021 IDOT Secondary Road Budget and Five-Year Construction Program. Beck motioned to open the public hearing and seconded by Cary. County Engineer Brian Carter presented the proposed Five-Year Secondary Roads Construction Program for FY 2021 through 2025. No comments or public input was received. Beck motioned to close the public hearing and seconded by Cary.

Cary motioned to approve the FY2021 IDOT Secondary Road Budget and Five-Year Construction Program. Seconded by Beck.

Committee Reports: Cary discussed Iowa Work Force Development agreement for the new region. They are working on the paperwork and the timeline has changed from April to May. Broeker reported the Emergency Operations Center (EOC) is holding daily ZOOM meetings.

Meeting was adjourned at 10:16 AM.

This Board meeting is recorded and kept on file for two years. The meeting minutes and audio are posted on the county's website www.dmccounty.com

Approved April 14th, 2020
Tom Broeker, Chairman
Attest: Terri Johnson, Auditor