

March 12, 2019 9:00 a.m.

The Jones County Board of Supervisors met in regular session. Present Chairman Rohwedder, Supervisors Eaken, Manternach, Oswald, and Zirkelbach.

Moved by Zirkelbach seconded by Oswald to approve the minutes of the March 5, 2019 meeting. All aye. Motion carried.

Moved by Manternach seconded by Eaken to approve the payroll for the period ending March 3, 2019, as certified by the department heads. All aye. Motion carried.

Moved by Oswald seconded by Zirkelbach to acknowledge receipt of a manure management plan update from Triple N Properties (facility #68504) for a facility located in Section 9 of Rome Township, with the County Auditor to retain the document in a temporary file for public access for one year. All aye. Motion carried.

The Board reviewed a draft of proposed changes to three sections of the Purchasing Policy. After a minor modification the proposed changes will be submitted to Department Heads for review and comment before final consideration at a future meeting.

Supervisor Zirkelbach requested that Board of Supervisor members be included in right of way meetings with property owners. The matter will be further discussed with the County Engineer at the March 26, 2019 meeting.

Moved by Manternach seconded by Zirkelbach to approve a Class A Liquor License with Outdoor Service and Sunday Sales privileges for Wapsipinicon Country Club, 21309 County Rd. E34, Anamosa, to be effective April 1, 2019. All aye. Motion carried. [2019-022]

The Auditor presented a notice from Nationwide Retirement Solutions stating that changes were required to the fixed rate plan options offered to employees for investment of Section 457 and 401a contributions.

Moved by Oswald seconded by Zirkelbach to approve an amendment to the guaranteed minimum interest rate provisions of the fixed rate plan investment options offered through Nationwide Retirement Solutions for Section 457 and 401a payroll contributions. All aye. Motion carried. [2019-023, 2019-024]

The Auditor provided an update on revisions made by Shive-Hattery Architecture and Engineering to the specifications for the courthouse site improvement projects and requested that the bid date established at the March 5, 2019 meeting be extended to April 9, 2019.

Moved by Eaken seconded by Manternach to accept bids until 9:00 a.m. on April 9, 2019 for a courthouse mechanical room waterproofing project, and for a sidewalk and A.D.A. improvements project at the west entrance to the courthouse. All aye. Motion carried.

Moved by Manternach seconded by Eaken to approve, and place on file, the Clerk's Report of Fees Collected for the month ending February 28, 2019. All aye. Motion carried. [2019-025]

The Board reviewed correspondence from Pauline Antons, a board member of the Limestone Bluffs Resource Conservation & Development (R.C. & D.), noting her disappointment with the Board of Supervisors' decision to not provide funding for the R.C. & D. in FY20.

Moved by Oswald seconded by Zirkelbach to open the public hearing on the Fiscal Year 2019/2020 Jones County Budget at 9:17 a.m. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye. Motion carried.

Three persons were present to offer objections to, or comments in favor of, the proposed budget.

The County Auditor provided a summary of the proposed budget, including tax rates, the major sources of revenues, major expenditure functions, and rates of increases in employee salaries included in the proposed budget.

Moved by Oswald seconded by Eaken to close the public hearing at 9:25 a.m. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye. Motion carried.

Supervisor Oswald introduced the following FISCAL YEAR 2019/2020 ELECTED OFFICIALS WAGE RESOLUTION, and moved its adoption, seconded by Supervisor Zirkelbach. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach nay, Rohwedder aye, whereupon the Chairman declared the resolution duly passed and adopted.

FISCAL YEAR 2019/2020

ELECTED OFFICIALS' SALARY RESOLUTION

WHEREAS, the Jones County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Sections 331.905 and 331.907, and

WHEREAS, the Jones County Compensation Board met on December 19, 2018, and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2019:

| <u>Elected Official</u> | <u>Current Salary</u> | <u>Recommended Increase</u> | <u>Recommended Salary</u> |
|-------------------------|-----------------------|-----------------------------|---------------------------|
| Attorney | \$96,896.93 | 4.50% | \$101,257.29 |
| Auditor | \$66,813.69 | 4.50% | \$ 69,820.31 |
| Recorder | \$62,088.10 | 4.50% | \$ 64,882.06 |
| Sheriff | \$86,206.70 | 4.50% | \$ 90,086.00 |
| Treasurer | \$64,802.69 | 4.50% | \$ 67,718.81 |
| Supervisors | \$29,268.81 | 4.50% | \$ 30,585.91 |

THEREFORE, BE IT RESOLVED that the Jones County Board of Supervisors hereby reduces the salary increases recommended by the Jones County Compensation Board for the Board of Supervisors to reflect a 2.5% salary increase, and to reflect a 2.75% salary increase for the remaining elected officials, for the fiscal year beginning July 1, 2019, setting said salaries as follows:

| <u>Elected Official</u> | <u>Current Salary</u> | <u>Approved Increase</u> | <u>Approved Salary</u> |
|-------------------------|-----------------------|--------------------------|------------------------|
| Attorney | \$96,896.93 | 2.75% | \$99,561.60 |
| Auditor | \$66,813.69 | 2.75% | \$68,651.07 |
| Recorder | \$62,088.10 | 2.75% | \$63,795.52 |
| Sheriff | \$86,206.70 | 2.75% | \$88,577.38 |
| Treasurer | \$64,802.69 | 2.75% | \$66,584.76 |
| Supervisors | \$29,268.81 | 2.50% | \$30,000.53 |

Supervisor Zirkelbach introduced the following FISCAL YEAR 2019/2020 ADOPTION OF BUDGET and CERTIFICATION OF TAXES RESOLUTION, and moved its adoption, seconded by Supervisor Eaken. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach nay, Rohwedder aye, whereupon the Chairman declared the resolution duly passed and adopted.

FISCAL YEAR 2019/2020 ADOPTION OF BUDGET
& CERTIFICATION OF TAXES RESOLUTION

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the Fiscal Year 2019/2020 Jones County proposed budget and tax levies be adopted as published. Said budget will reflect:

- total expenditures of \$21,254,327 (net of interfund transfers)
- total revenues of \$17,272,773 (including taxes, but net of interfund transfers)
- a county-wide tax levy of \$6,559,479 (\$6,447,812 property tax plus \$111,667 utility replacement tax) against a \$1,104,443,258 valuation (including gas and electric utilities) which produces a rate per \$1,000 of \$5.93291; said county-wide tax levy includes \$447,900 to service debt obligations for essential county purposes
- a rural tax levy of \$2,052,604 (\$2,022,270 property tax plus \$30,334 utility replacement tax) against a \$769,460,005 valuation (including gas and electric utilities) which produces a rate per \$1,000 of \$2.66759.

BE IT FURTHER RESOLVED that the Board has designated portions of the unreserved fund balance as follows:

- General Basic Fund – for the purposes of county facility improvements, replacements, additions, and capital repairs, major software upgrades, and equipment which cannot be absorbed in the general operating budget of any particular department, all subject to Board approval, \$40,000 will be added in fiscal 2020 to the previously designated balance for said purposes. Amounts so designated may be subsequently reduced by the amounts spent for those purposes, as authorized by the Board, during the fiscal year. The amount of unused funds accumulated for those purposes at June 30 shall be established by resolution as committed fund balance.
- General Supplemental Fund – \$20,000 will be added to a fund for future voting equipment replacement. The amount of unused funds accumulated for those purposes at June 30 shall be established by resolution as committed fund balance.
- Secondary Road Fund – unused local option sales tax designated per ballot measure for roads and bridges. The amount of unused funds accumulated for those purposes at June 30 shall be established by resolution as committed funds within the restricted Secondary Road Fund.
- These designations of committed and restricted fund balances indicate that Jones County prefers to use available financial resources for the specific purposes set forth above, and although committed, the funds are to remain an integral part of the spendable or appropriable resources of Jones County for cash flow purposes.

Moved by Eaken seconded by Manternach to open the public hearing at 9:35 a.m., as required by Iowa Code section 331.434(6), on the matter of proposed reductions to fiscal year 2019 departmental appropriations which are in excess of 10% or \$5,000 (whichever is greater) of the original appropriations for the following departments:

- Conservation Capital Projects-the original fiscal year appropriation was \$143,040, the total proposed reduction is \$54,800 (to reflect the change in construction activities for the MonMaq Dam and Lost Canyon projects).
- Central Park Lake Project-the original fiscal year appropriation was \$918,583, the total proposed reduction is \$118,583 (to reflect the change in timing of county funded construction activities to complete the lake restoration project).

- Mental Health Services-the original fiscal year appropriation was \$696,626, the proposed reduction is \$177,906 (to reflect a notice from the Mental Health Region that the full amount of funds budgeted will not be needed by the Region for services in the current fiscal year).
- Capital Projects-the original fiscal year appropriation was \$450,000, the proposed reduction is \$162,320 (to reflect the change in timing of improvement projects planned for the Courthouse and other county facilities, funds will be reserved to be spent in fiscal year 2020).

On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye. Motion carried.

Three persons were present to offer objections to, or comments in favor of, the proposed departmental adjustments.

Moved by Eaken seconded by Manternach to close the public hearing at 9:36 a.m. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye. Motion carried.

Moved by Zirkelbach seconded by Oswald to open the public hearing to amend the FY2019 County Budget at 9:37 a.m. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye. Motion carried.

Three persons were present to offer objections to, or comments in favor of, the proposed amendment.

The County Auditor provided a summary of the proposed amendment.

Moved by Zirkelbach seconded by Manternach to close the public hearing at 9:39 a.m. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye. Motion carried.

Supervisor Eaken introduced the following 2018/2019 JONES COUNTY BUDGET AMENDMENT RESOLUTION #1 and moved its adoption, seconded by Supervisor Oswald. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye, whereupon the Chairman declared the resolution passed and adopted.

2018/2019 JONES COUNTY BUDGET AMENDMENT RESOLUTION #1

IT IS HEREBY RESOLVED by the Jones County Board of Supervisors that the 2018/2019 Jones County budget be amended as published February 27, and 28, 2019 in the official County newspapers. Said budget after amendment shows \$20,404,431 of total revenues and other sources (which includes \$18,156,244 revenues and \$2,248,187 of interfund operating transfers in), and \$21,803,808 of total expenditures and other uses (which includes \$19,555,621 expenditures and \$2,248,187 of interfund operating transfers out).

Supervisor Manternach introduced the following APPROPRIATION RESOLUTION 2018/2019-01 and moved its adoption, seconded by Supervisor Eaken. On roll call vote: Oswald aye, Eaken aye, Zirkelbach aye, Manternach aye, Rohwedder aye, whereupon the Chairman declared the resolution passed and adopted.

APPROPRIATION RESOLUTION 2018/2019-01

BE IT RESOLVED by the Jones County Board of Supervisors that the following changes in departmental spending appropriations for fiscal year 2018/2019 be adopted:

| | | current | change | | amended |
|-------------------------|------|-----------|----------|----|-----------|
| 01 Board Of Supervisors | from | \$283,297 | -\$674 | to | \$282,623 |
| 02 Auditor | from | \$492,274 | \$471 | to | \$492,745 |
| 03 Treasurer | from | \$528,347 | \$22,908 | to | \$551,255 |
| 04 County Attorney | from | \$302,340 | \$14,900 | to | \$317,240 |

| | | | | | |
|------------------------------------|------|--------------|------------|----|--------------|
| 05 Sheriff | from | \$2,610,560 | \$111,209 | to | \$2,721,769 |
| 06 Court Activities | from | \$9,300 | \$1,115 | to | \$10,415 |
| 07 Recorder | from | \$196,541 | -\$11,762 | to | \$184,779 |
| 08 Juvenile Court | from | \$21,690 | \$193 | to | \$21,883 |
| 15 JETS | from | \$502,781 | -\$1,988 | to | \$500,793 |
| 17 Environmental Health | from | \$160,963 | \$2,620 | to | \$163,583 |
| 20 Secondary Road | from | \$7,941,800 | \$211,000 | to | \$8,152,800 |
| 21 Veterans Affairs | from | \$70,441 | -\$1,274 | to | \$69,167 |
| 22 Conservation | from | \$545,333 | -\$18 | to | \$545,315 |
| 23 Public Health | from | \$149,628 | -\$6,426 | to | \$143,202 |
| 24 Land Use | from | \$44,768 | \$0 | to | \$44,768 |
| 25 General Assistance | from | \$46,600 | \$10,450 | to | \$57,050 |
| 28 Medical Examiner | from | \$39,000 | \$0 | to | \$39,000 |
| 29 Township | from | \$8,100 | \$0 | to | \$8,100 |
| 30 Conservation Capital Grant Act | from | \$143,040 | -\$54,800 | to | \$88,240 |
| 31 Central Park Lake Project | from | \$918,583 | -\$118,583 | to | \$800,000 |
| 32 Economic Development Commission | from | \$40,000 | \$0 | to | \$40,000 |
| 33 Libraries | from | \$103,692 | \$2,609 | to | \$106,301 |
| 34 Historic Preservation/Tourism | from | \$32,800 | \$2,805 | to | \$35,605 |
| 38 Human Services | from | \$2,300 | \$0 | to | \$2,300 |
| 39 Fairs | from | \$23,661 | \$0 | to | \$23,661 |
| 40 Memorial Hall | from | \$9,150 | -\$440 | to | \$8,710 |
| 51 General Services | from | \$347,360 | \$46,187 | to | \$393,547 |
| 52 Data Processing | from | \$257,143 | -\$6 | to | \$257,137 |
| 53 G.I.S. Services | from | \$109,251 | -\$6 | to | \$109,245 |
| 54 Solid Waste Disposal Co. Share | from | \$45,605 | \$0 | to | \$45,605 |
| 58 Substance Abuse Services | from | \$22,350 | \$0 | to | \$22,350 |
| 60 Mental Health Services | from | \$696,626 | -\$177,906 | to | \$518,720 |
| 62 Mental Health Administration | from | \$182,040 | \$4,537 | to | \$186,577 |
| 62 DCAT/CPPC/ECI | from | \$74,807 | \$6,506 | to | \$81,313 |
| 67 Senior Dining | from | \$262,072 | \$6,932 | to | \$269,004 |
| 71 Emergency Management Co Share | from | \$121,879 | \$0 | to | \$121,879 |
| 92 JETS Facility | from | \$10,000 | \$0 | to | \$10,000 |
| 93 Wapsipinicon Trail Project | from | \$758,000 | \$103,235 | to | \$861,235 |
| 94 Environmental Restoration | from | \$25,500 | -\$2,711 | to | \$22,789 |
| 95 Capital Projects | from | \$450,000 | -\$162,320 | to | \$287,680 |
| 96 Budget Holding | from | \$71,000 | -\$71,000 | to | \$0 |
| 99 Non-Departmental | from | \$958,311 | -\$1,075 | to | \$957,236 |
| Total Expenditures | from | \$19,618,933 | -\$63,312 | to | \$19,555,621 |

and, BE IT FURTHER RESOLVED that the Auditor post all 2018/2019 re-estimated revenues into budgeted revenue amounts, and that the Auditor post all 2018/2019 re-estimated expenditures into budgeted expenditure amounts, even if there is no change in net departmental budgeted amounts.

The Emergency Management Director met with the Board to provide an update on anticipated flooding of area rivers and streams, and to provide further information regarding the condition of a portable generator.

The Treasurer met with the Board to introduce Deputy Treasurer Sheralyn Schultz, and to present the Treasurer's Semi-Annual Report and the quarterly investment reports for the County and for the Solid Waste Commission.

Moved by Manternach seconded by Eaken to approve and place on file the Treasurer's Semi-Annual Report for the period July 1, 2018 through December 31, 2018, and Quarterly Investment Report as of December 31, 2018. All aye. Motion carried. [2019-026, 2019-027]

The Engineer met with the Board to present a right of way acquisition contract for a culvert replacement project on 118th Ave.; to discuss options to embargo various county roads due to deteriorating road conditions; reported that all necessary permits have been acquired for the Shaw Rd. resurfacing and bridge replacement project and that he has been communicating with various representatives of the Iowa Dept. of Natural Resources regarding right of way for the project; and to provide an update on progress on the 140th Ave. bridge replacement project.

Board members inquired about a drainage concern near 11th St. in Monticello, and the conditions of Newport Rd. and 15th St.

Moved by Manternach seconded by Zirkelbach to approve a Partial Acquisition Contract with Brad E. and Patricia A. Manuel for project No. L-C-931—73-53 (118th Ave.) in Hale Township. All aye. Motion carried.

Representatives of Shive-Hattery Architecture and Engineering had requested a telephone conference with the Board, Sheriff, and Jail Administrator to discuss the contract for the jail staffing analysis, but were not available when the Board called at the scheduled time.

The Board and Auditor reviewed a possible response to a comment in the draft FY18 financial audit regarding related party transactions after review of the cited transaction by the County Attorney.

The Board discussed conducting performance evaluations of department heads which has not been done since 2015. They will seek input from the County's human resources consultant regarding a uniform format to use for the evaluations.

The Board members provided updates on recent and upcoming committee meetings, and discussed scheduling a work session with the Engineer to review Secondary Road policies and procedures, and concerns related to the operation of the Secondary Road Department, road maintenance operations, and road projects.

Moved by Zirkelbach seconded by Eaken to adjourn at 11:05 a.m. All aye. Motion carried.

Attest: Janine Sulzner, Auditor

Ned Rohwedder, Chairman