

March 24, 2020 9:00 a.m.

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

Due to the COVID-19 public health emergency, and to abide by health safety and social distancing guidelines, remote participation to this meeting was provided by electronic video and audio streaming via remote meeting software, with audio only access also available by telephone. Said remote participation electronic meeting access is permitted via a Proclamation of Disaster Emergency issued by Governor Kim Reynolds on March 19, 2020. Limited physical in-person access to the public was permitted at this meeting. Full instructions for access via remote participation were included on the meeting agenda which was posted on the east, west, and north exterior doors of the Courthouse, the County web-site, and was emailed to the list of fifty-seven individuals who are typically emailed the agenda for Board of Supervisors' meetings.

The Emergency Management Coordinator and Public Health Coordinator met with the Board to provide an update on emergency preparedness activities to address the COVID-19 public health emergency, including updated isolation guidelines issued by the Iowa Department of Public Health, grant funds available for a food distribution program for Jones County residents, particularly the most vulnerable groups who are ill or homebound and the desire to collaborate with the Senior Dining and JETS departments for that program, the expansion of food distribution programs provided by the schools for children 0 to 18 years of age, and provisions being made to obtain personal protective equipment for health care workers and first responders.

The Board also discussed a request from a local agriculture-related business to be designated as an essential service during this public health emergency. The Board noted that those types of designations would likely come through proclamation of the Governor.

The Chairman, Vice-Chairman, and Auditor presented information from a meeting on March 23, 2020 of elected officials (Attorney, Auditor, Recorder, Sheriff, Treasurer, and two Board members), and the Emergency Management Coordinator and Public Health staff, and presented a recommendation to establish all County staff as essential services personnel, noting that the designation could be more limited in scope as the public health emergency situation changes. The Auditor also provided information regarding limitations on the County's ability to restrict non-work related travel for employees.

The Treasurer provided additional input, and shared concerns as to workforce implications if more stringent isolation measures were issued by the Governor.

Supervisor Oswald shared information issued by the Governor on March 21, 2020 encouraging the Auditor, Recorder, and Treasurer offices across the state to remain open and accessible to Iowans and to continue to maintain essential services to minimize the impact on Iowa's economy. The Auditor reported that two Emergency Election Directives, and other directives, have already been issued by the Iowa Secretary of State noting that the June 2, 2020 Primary Election will be held as scheduled, that county auditors must provide the required related services, and that amongst other temporary changes, the absentee mailing period has been expanded from twenty-nine days to forty days prior to the election.

Moved by Oswald seconded by Zirkelbach to designate, until further notice, all county personnel as essential services personnel during this COVID-19 public health emergency, due to their various public safety, public health, and critical governmental infrastructure duties and responsibilities, with isolation and quarantine recommendations for said employees per the most recently available guidance for essential services personnel from the Iowa Department of Public Health, and further, that department heads may apply the more stringent isolation and quarantine

recommendations for non-essential services personnel per the Iowa Department of Public Health after considering additional factors, such as the category of possible exposure, work space proximity to other employees, critical duties, the employee's ability to work remotely from other employees, and the ability to uniformly apply those considerations to other similarly situated employees in that department's work environment. All aye. Motion carried.

The Auditor shared a press release from the State Auditor noting that local governments may provide some assistance promoting small businesses during this public health emergency, and that she had received approval from that office to use county web-sites and other social media outlets to promote small businesses as long as that communication met the provisions of the State Auditor's March 22, 2020 press release. She also summarized the various provisions of the Emergency Election Directives from the Iowa Secretary of State.

Moved by Rohwedder seconded by Zirkelbach to approve the minutes of the March 17, 2020, and March 18, 2020 meetings. All aye. Motion carried.

Moved by Oswald seconded by Eaken to approve the payroll for the period ending March 15, 2020, as certified by the department heads. All aye. Motion carried.

Moved by Zirkelbach seconded by Rohwedder to void check #173316 in the amount of \$64.00, dated February 18, 2020, made payable to Iowa Association of Naturalists; and corresponding claim #2002-0235, submitted by the Conservation Department, with reason being the conference and corresponding registration fees have been cancelled. All aye. Motion carried.

Moved by Zirkelbach second by Rohwedder to acknowledge receipt of a manure management plan from Bowers Management, LLC for a facility to be located in Section 2 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.

Moved by Rohwedder seconded by Eaken to make of record the Conservation Board's appointment of Lenny Mais for seasonal employment at \$10.75 per hour, effective March 23, 2020. All aye. Motion carried.

The Board reviewed recently provided information from Dr. Weston regarding his previous request for a fee increase for medical examiner duties, which have remained at \$100 per case since February of 2001.

Moved by Oswald seconded by Eaken to establish the fees for medical examiner services effective July 1, 2020 as follows:

- Medical Examiner Investigator: \$125 for death investigation plus \$50 for data submission services to the State of Iowa.
- Medical Examiner: \$100 to review each death investigation report, plus \$125 for death investigation services if investigating the case in lieu of the Medical Examiner Investigator.

All aye. Motion carried.

Moved by Zirkelbach seconded by Rohwedder to accept sealed bids for placement of road rock on approximately 190 miles of various secondary roads until 9:00 a.m. on April 14, 2020. All aye. Motion carried.

The Auditor requested further clarification of the Board's action at the March 18, 2020 meeting establishing compensation for COVID-19 related employee absences, more specifically if employees would be allowed to voluntarily take unpaid time off even if they had eligible paid leave available.

Moved by Zirkelbach seconded by Oswald to table action until the March 31, 2020 meeting on a request to allow employees to voluntarily take unpaid time off even if they had eligible paid leave available, for COVID-19 related absences. All aye. Motion carried.

Moved by Rohwedder seconded by Oswald to authorize the Board Chairman to sign a Memorandum of Understanding (M.O.U.) with P.P.M.E. Local 2003 regarding the additional benefits authorized at the March 18, 2020 meeting for COVID-19 related to employee absences, if said M.O.U. reflected the same additional benefit provisions. All aye. Motion carried.

The Auditor provided an update on the newly adopted federal Families First Coronavirus Response Act, noting that closer review of the legislation will be taking place prior to its April 2, 2020 implementation, and that she has been in contact with the County's human resources consultant regarding the legislation. She also provided a brief update on the Courthouse improvement projects, and health screening and security provisions at the Courthouse.

Supervisor Oswald inquired as to whether the Community Services Director had been contacted by the Board Chairman about the importance of being available in the Community Services Office to take phone calls from the public, noting the anticipated increase in need for general assistance services and mental health services due to the impact of the COVID-19 public health emergency.

The Board members provided brief updates on upcoming committee meetings, noting that most are now being held with remote access participation opportunities.

The Auditor provided an update on potential increases in election related costs due to the COVID-19 public health emergency, such as additional interest in absentee voting which increases mailing related costs, and health security provisions.

Supervisor Oswald noted that the elected officials (Attorney, Auditor, Recorder, Sheriff, Treasurer, and two Board members), and the Emergency Management Coordinator and Public Health staff, are planning to meet weekly to share updates, and address concerns and contingency planning related to the COVID-19 public health emergency, with the two Board members then able to share with the full Board at their next meeting, along with any recommendations for possible action by the full Board at regular or special meetings. The Board agreed that additional Board meetings may become necessary during this public health emergency.

Moved by Oswald seconded by Eaken to adjourn at 10:34 a.m. All aye. Motion carried.

Attest: Janine Sulzner, Auditor

Wayne Manternach, Chairman