

Muscatine County Board of Supervisors
Monday, April 27, 2020

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. via Go To Meeting with Holliday, Sauer, Sorensen, Mather and Saucedo present. Chairperson Sorensen presiding.

On a motion by Saucedo, second by Mather, the agenda was approved as presented. Roll call vote: Ayes: All.

A Public Hearing was called to order by Chairperson Sorensen at 9:01 A.M. on the plans, specifications, form of contract and estimate of cost for the Muscatine County Sheriff's Deputy's Quarters Project. Saucedo stated he had a question regarding the driveway. No one spoke for or against the proposed public improvement. On a motion by Sauer, second by Mather, the public hearing was closed at 9:04 A.M. Roll call vote: Ayes: All. Mike Nolan, Horizon Architecture, joined the meeting and responded to Saucedo's question regarding the driveway stating the one-way exit onto Park Avenue is so the boat can be pulled straight out of the garage onto Park Avenue.

On a motion by Saucedo, second by Mather, the Board approved Resolution #04-27-20-01 Approving Plans, Specifications, Form of Contract and Cost Estimate for the Muscatine County Sheriff's Deputy's Quarters Project. Roll call vote: Ayes: All.

RESOLUTION #04-27-20-01
APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED
COST FOR ADDITONS AND RENOVATIONS TO THE MUSCATINE COUNTY
SHERIFF'S OFFICE

WHEREAS, the Muscatine County Board of Supervisors has retained Horizon Architecture to provide consulting architectural/engineering services for additions and renovations to the Muscatine County Sheriff's Office; and

WHEREAS, Horizon Architecture has prepared plans, specifications, form of contract and estimated cost for the project, which documents have been on file and available for public inspection in the Muscatine County Administration Office since Wednesday, April 22, 2020; and

WHEREAS, following notice of public hearing published in accordance with the law, a public hearing was held on Monday, April 27, 2020 at 9:00 a.m. in the Muscatine County Administration Building and via GoToMeeting at which members of the public were allowed to be heard on the issue of the Muscatine County Sheriff's Office Additions and Renovations Project, and on the documents prepared in connection therewith.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Muscatine County Board of Supervisors:

1. That the plans, specifications, form of contract and estimated cost of the Muscatine County Sheriff's Office Additions and Renovation Project are hereby approved.
2. That the Muscatine County Administration Office shall advertise for sealed bids for the proposed improvement by publishing notice in accordance with the law.
3. That bids must be received in the Muscatine County Administration Office on or before 10:00 a.m. on the 14th day of May, 2020.
4. That bids shall be publically announced at 9:00 a.m. on Monday, May 18, 2020 at the Muscatine County Board of Supervisors meeting.
5. That the sealed bids must be accompanied by a bid security equal to ten (10) percent of the bid.

PASSED AND APPROVED this 27th day of April, 2020.

ATTEST:

/s/Leslie A. Soule

Muscatine County Auditor

/s/Jeff Sorensen Chairperson

Muscatine County Board of Supervisors

Discussion was held with Unity Public Health Director Christy Roby-Williams regarding COVID-19 response activities, related expenses and the need for additional funding. Roby-Williams updated the Board on COVID-19 response activities. Roby-Williams stated she is asking for a budget amendment in the amount of \$148,251 from Muscatine County. Roby-Williams stated she may not spend all of it, if it is determined she can use other funds towards COVID-19. Sorensen asked if they would receive any federal funds given to hospitals. Roby-Williams stated the funds were for hospitals only and would not be available to Public Health. Administrative Services Director Nancy Schreiber stated the funds requested would come from the General Fund which usually has funds left over at the end of the year, so she believes the County could cover this. Mather asked if Public Health is planning to ask for any more next year. Roby-Williams stated that depends on what transpires with COVID-19. Mather stated he thinks it would be wise to also set aside money for next year. Sorensen stated there will be cash flow issues for all of the local entities, city, school and county. Schreiber stated a budget amendment for next year cannot be approved until July since next year's budget has been certified. Mather stated the planning can still be done and make it official in July. Sorensen stated he does not see this slowing for a couple of months, so the County needs to be prudent. Sauer stated the County needs to be on the alert this fall/winter and needs to plan going forward.

Discussion was held regarding emergency funding/budget impacts of COVID-19 countywide. Sorensen stated the Eastern Iowa Mental Health Region is projecting an \$850,000 - \$870,000 budget shortfall. Community Services Director Felicia Toppert stated she is concerned about utility and rent assistance due to people not being back to work yet. Toppert stated she is also concerned about commitments increasing due to people going into crisis during this pandemic. Sorensen stated he is sure the Medical Examiner is also feeling the pinch. Sorensen stated per County Treasurer Amy Zybarth, there are \$3.7 million of March payments that have not come in yet which will have approximately an \$800,000 effect on County cash flow, but will also affect the schools and municipalities. County Engineer stated he is in good shape for this fiscal year, but is being careful about letting projects for FY20/21 until they see what the impact has been.

Board consensus directed staff to prepare a budget amendment for FY19-20 for funding for COVID-19.

On a motion by Sauer, second by Saucedo, the Board approved the following utility permits: Eastern Iowa Light and Power – installing a new overhead power line to service a new house at 2600 Jasper Avenue; Eastern Iowa Light and Power – boring a line beneath 165th Street to service a grain bin at 3020 165th Street; Windstream Communications – running a copper line to 1997 111th Street to service a residence. Roll call vote: Ayes: All.

County Engineer Keith White updated the Board on secondary road projects.

On a motion by Mather, second by Sauer, the Board affirmed a request from County Auditor Leslie Soule to the Iowa Secretary of State's Office for \$7,200 in CARES Funds via the Vote Safe Iowa Initiative. Roll call vote: Ayes: All.

On a motion by Saucedo, second by Sauer, minutes of the April 20, 2020 regular meeting were approved as written. Roll call vote: Ayes: All.

Correspondence:

Holliday reported a call from Andy Carter offering the use of the fairgrounds as a COVID-

19 testing site.

Holliday reported Kelsey Morris would like to meet with the Board to discuss struggles the

Muscatine County Fair Board is having with money due to March and April cancellations. Holliday stated the Fair Board would like permission to use funds received from the County for operating expenses.

Sorensen, Sauer and Mather reported emails regarding concerns at the Jail.

Sauer reported a contact thanking the road department for rock and grading on the western

side of the County.

Sorensen reported the Supervisors received a letter from the Johnson County Board of Supervisors and Iowa City Mayor Bruce Teague's Office regarding the situation at the Jail.

Sorensen reported the Supervisors received communication from Sheriff C.J. Ryan regarding action he has taken at the Jail.

Sorensen reported the Community Foundation is interested in developing a revolving loan

fund concept for housing assistance. Sorensen would like to discuss using the remaining funds left over from an old state housing grant to use as seed money for this. Board consensus was for Sorensen to continue discussions with the Community Foundation.

Sorensen stated the County has been asked to be the employer of record for the Mississippi

Valley Workforce Authority employee at no cost to the County. Administrative Services Director Nancy Schreiber stated all County costs would be covered and

the Authority could save money. Sorensen stated he would be agreeable as long as the employee would have the same benefit package as Muscatine County employees and there would be no cost to the County. Board consensus was for Sorensen to continue with discussions with the Mississippi Valley Workforce Authority.

Committee Reports:

Sorensen and Holliday attended a Muscatine County Joint Communication Commission (MCJCC) meeting electronically April 23rd.

Sorensen and Saucedo attended a Bi-State Regional meeting electronically April 22nd.

Saucedo attended a West Liberty Economic Area Development (WeLead) meeting electronically April 23rd.

Sauer attended a Muscatine County Conservation meeting maintaining social distancing at

a large Discovery Park shelter April 20th.

Mather had informal meetings with the ad hoc committee regarding replacement of the County Attorney.

Sorensen attended an Eastern Iowa Mental Health Region meeting electronically April 20th.

Saucedo asked about the possibility of putting plexiglass in the Treasurer's and Recorder's Offices. Sorensen stated General Services Manager Oscar Alvarez is looking into this. Administrative Services Director Nancy Schreiber stated the project has grown in scope so they have asked Mike Nolan, Horizon Architecture, to bring a plan to the Board for consideration.

County Auditor Leslie Soule informed the Board that although the County would prefer everyone vote absentee by mail for the June 2, 2020 Primary Election, in-person absentee voting will begin May 4, 2020. Soule stated if the Administration building is still closed to the public, the front door would remain locked with voters directed to the handicapped accessible door off the back parking lot which would be unlocked for voter's access to the Auditor's Office only. Soule stated the interior door to the first floor would remain locked to prevent the public from accessing other parts of the building. Voters will only have access to the second floor Auditor's Office via the stairs or elevator. Soule stated absentee request forms mailed by the Secretary of State to everyone registered voter should start showing up in mailboxes Wednesday.

On a motion by Saucedo, second by Sauer, the Board accepted the April 2020 payroll claims. Roll call votes: Ayes: All.

Administrative Services Director Nancy Schreiber stated she has received the health/dental insurance renewal paperwork which reflects a significant increase in stop loss fees, so she asked for additional proposals which she has received and reviewed. Schreiber stated she plans to have the Board take action next week, but a presentation from Wellmark will not be given to the Board until after the County opens again.

Edward Askew, 2952 155th Street, Muscatine, asked if the Board has moved forward with a policy that addresses postings on media sources by non-elected employees. Sorensen stated he

has been reviewing the drafts provided by Askew and Michelle Servadio Elias. Schreiber stated as part of the HIPPA project she and Information Services Director Bill Riley are making changes to the computer policy and this will be incorporated into that as well.

Michelle Servadio Elias, 609 W. Third Street, Muscatine, expressed concern about money the County is spending on coronavirus precautions as the virus can be transferred through air conditioning. Servadio Elias also suggested the County look at the Jail Administrator's religious policy for inmates.

Henry Marquard, 108 Eagle Watch Road, Muscatine, stated a change in jail staffing offers the opportunity to review all jail policies. Marquard also expressed concern about large out-of-state real estate companies buying up trailer lots and the effect increased rent could have on general assistance requests.

The meeting was adjourned at 10:24 A.M.

ATTEST:

Leslie A. Soule, County Auditor

Jeff Sorensen, Chairperson
Board of Supervisors