

Muscatine County Board of Supervisors  
Monday, January 26, 2015 – Special Session

The Muscatine County Board of Supervisors met in special session at 9:00 A.M. with Bonebrake, Sorensen, Kelly, Sauer and Howard present. Chairperson Kelly presiding.

On a motion by Sorensen, second by Bonebrake, the agenda was approved as written.  
Ayes: All.

Discussion was held with Community Services Director Mike Johannsen regarding the FY15/16 General Assistance budget request. The Board asked for explanation of the new MCSA Housing Advocate funding in the General Assistance budget. Johannsen stated because of the work of the Housing Advocate they have been able to reduce the rent and shelter services lines in the budget because the clients assisted by the Housing Advocate are able to stay in their home rather than go to the shelter. In response to a question from Howard, MCSA Director Maggie Curry stated overall staffing is currently 23 employees (10 FT/13 PT). Howard requested a listing of MCSA employees with salaries and job titles. Johannsen stated the main expense in human service organizations is usually personnel, but the bottom line is his budget is reduced and they are able to keep people in housing. Johannsen stated MCSA provides a navigator through the Housing Advocate program to help clients so that his staff does not have to spend a lot of time mentoring and teaching them to be on their own. In response to a question from Sorensen, Curry stated that MCSA has an endowment through Community Foundation with an unrestricted balance \$156,036 and a restricted balance of \$388,816.

GIS Manager Mark Warren reviewed the FY15/16 MAGIC budget stating he has budgeted \$15,700 to purchase a new standalone database server and \$32,000 to possibly migrate current data to Parcel Fabric. In response to a question from Howard, Warren stated the County pays more for MAGIC because it covers a greater territory than the City of Muscatine when it comes to parcel mapping. Warren updated the Board on the County's Septic GPS device project. Warren stated the mobile app is there, but the problem is getting a GPS device that is fast, accurate and inexpensive. Warren stated the cheaper \$500 GPS device purchased was not fast enough to be efficient. Warren stated the County will realistically have to spend \$5,000 - \$10,000 to get a better quality GPS device.

MUSCOM Manager Lorrie Lacina and Emergency Manager Matt Shook reviewed the FY15/16 Emergency Management and MUSCOM budgets. Shook state the Emergency Management budget reflects an \$8,500 increase to professional services for the addition of General Liability/ Errors and Omissions Insurance. Shook stated the budget also includes Search and Rescue as there has been discussion of moving them under Emergency Management rather than the Sheriff. Shook stated the FY15/16 MUSCOM budget includes changes to staffing to reflect the shift from 8 hour shifts to 12 hour shifts. Discussion ensued regarding the proposed upgrade and purchase of infrastructure and law enforcement radios to a P25 platform at a cost of approximately 2.2 million dollars versus the \$620,000 that is proposed in the original budget request. Shook stated that at last

week's MUSCOM meeting, the Fire Departments requested inclusion in the upgrade at a possible cost of an additional 2.5 million dollars. Howard stated the P25 platform is now the national standard. Sauer stated loss of life is not acceptable due to communication failure. Shook stated the County would be joining the State of Illinois in using Starcom which uses Motorola equipment.

The Board recessed at 10:47 A.M. and reconvened at 11:00 A.M.

Further discussion ensued regarding the FY15/16 MUSCOM and Emergency Management budget requests. Motorola representative Scott Schultz stated the radios have a life of 15-20 years and the system is upgraded every two years. Schultz stated the 5 million dollar estimate is probably high. Budget Coordinator Sherry Seright stated that Shook and Schultz will meet this afternoon to provide a better estimate for the project for placement in the FY15/16 budget. Seright stated the \$620,000 already in the budget and the \$750,000 acquired through FY15 issuance of debt will be applied towards the cost of the project. In regards to the CAD upgrade budgeted, Bonebrake asked why MAGIC could not be used with Shieldware, instead of Geocom. Shook stated that Shieldware will not integrate with MAGIC and to change to a different vendor would be extremely expensive. Kelly asked if going to a 12-hour shift seems like a long shift for dispatch. Lacina stated they only work two 12-hour shifts and are then off for two days. Lacina stated the new arrangement allows each employee two weekends off per month and has been a great boost to moral as the employees can spend more time with their family.

The Board recessed at 12:03 P.M. and reconvened at 12:15 P.M.

Board consensus was to move \$620,000 out of the MUSCOM FY15/16 budget into the Capital Project Fund.

The Board directed Administrative Services Director to include a 2.5% increase to the scale and implement grade changes from the Salary Study by placing the employees in the next grade on a step that would allow for a maximum of 5% increase plus the 2.5% increase to the scale.

Discussion was held regarding positions requested in the FY15/16 budget. The Board directed Administrative Services Director to include the full-time Fines Collector position for the Attorney's Office and the full-time Treasurer Clerk in the FY15/16 budget. The Board directed Schreiber to include the part-time Recorder Clerk position in the FY15/16 budget with a reduction to 20 hours per week for the position. The Board directed Schreiber to remove the funding for the MCSA Navigator from the General Assistance budget.

The meeting was adjourned at 1:08 P.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Kas Kelly, Chairperson  
Board of Supervisors

Muscatine County Board of Supervisors  
Monday, January 26, 2015

The Muscatine County Board of Supervisors met in regular session at 7:00 P.M. with Bonebrake, Sorensen, Kelly, Sauer and Howard present. Chairperson Kelly presiding.

On a motion by Sorensen, second by Bonebrake, the agenda was approved as written. Ayes: All.

On a motion by Howard, second by Sauer, an ordinance amending the Title III, Chapter VI – Construction Codes and Enforcement of the Muscatine County Code of Ordinances was approved on the second of three readings. Roll call vote: Ayes: All.

On a motion by Sorensen, second by Sauer, the Board approved Resolution #01-26-15-01 Suspending the Collection of Taxes. Roll call vote: Ayes: All.

The Board canvassed the Drainage District #1 Election held on January 16, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 3 votes were cast. Mike Meyers received 3 votes. Mike Meyers was elected.

The Board canvassed the Drainage District #4 Election held on January 16, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 3 votes were cast. Mitch Templeman received 3 votes. Mitch Templeman was elected.

The Board canvassed the Drainage District #5 Election held on January 16, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 4 votes were cast. Dave Johnson received 4 votes. Dave Johnson was elected.

The Board canvassed the Drainage District #9 Election held on January 17, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 3 votes were cast. George Meyers received 3 votes. George Meyers was elected.

The Board canvassed the Drainage District #10 Election held on January 16, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 3 votes were cast. Don Feldman received 3 votes. Don Feldman was elected.

The Board canvassed the Levee District #17 Election held on January 17, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 4 votes were cast. Jesse Shield received 4 votes. Jesse Shield was elected.

The Board canvassed the Muscatine-Louisa Drainage District #13 Third District Election held on January 17, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 5,259 votes were cast. Robert Cook received 5,259 votes. Robert Cook was elected.

The Board canvassed the Muscatine-Louisa Island Levee Third District Election held on January 17, 2015. Results were as follows: For the office of Trustee for a three-year term beginning January 24, 2015 – 12 votes were cast. Tom Langan received 12 votes. Tom Langan was elected.

On a motion by Sorensen, second by Howard, minutes of the January 19, 2015 regular meeting, January 20, 2015 special meeting and January 22, 2015 special meeting were approved as written. Ayes: All.

Correspondence:

Kelly and Howard received an Invitation to the Mayor's Report to the Community on China's Initiatives on February 19<sup>th</sup>.

Kelly was contacted by New Horizons about the County's grant application approval process for pass through grant funds.

Committee Reports:

Sorensen attended a Muscatine County Solid Waste Management meeting January 19<sup>th</sup>.

Sorensen, Sauer and Howard attended a MUSCOM meeting January 22<sup>nd</sup>.

Kelly attended a Greater Muscatine Chamber of Commerce and Industry meeting January 23<sup>rd</sup>.

Sauer attended a Muscatine County Conservation Board meeting January 19<sup>th</sup>.

Sauer attended a Riverbend Transit meeting January 21<sup>st</sup>.

Sauer attended a Muscatine Board of Health meeting January 21<sup>st</sup>.

On a motion by Sorensen, second by Bonebrake, the Board authorized the Chairperson to sign the Certification Statement for the Muscatine County FY2014 Cost Allocation Plan. Ayes: All.

The Board reviewed an application received from Mark Petersen for a vacancy on the Muscatine County Conservation Board.

Administrative Services Director Nancy Schreiber stated that she and County Attorney Alan Ostergren negotiated with Steve Boka to be hired as a temporary employee for up to 90 days at \$50 per hour with the total not to exceed \$15,000. On a motion by Howard, second by Sorensen, Steve Boka was appointed as Interim Zoning Administrator for Muscatine County effective January 27, 2015. Ayes: All.

The meeting was adjourned at 7:21 P.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Kas Kelly, Chairperson  
Board of Supervisors

Muscatine County Board of Supervisors  
Tuesday, January 27, 2015

The Muscatine County Board of Supervisors met in special session at 9:00 A.M. with Bonebrake, Sorensen, Kelly, Sauer and Howard present. Chairperson Kelly presiding.

On a motion by Sorensen, second by Bonebrake, the agenda was approved as written. Ayes: All.

Discussion was held regarding funding for outside agencies to be included in the proposed FY15/16 budget. Board consensus was to fund outside agencies as follows: Muscatine Legal Services - \$21,525; River Bend Transit - \$7,000; Senior Resources - \$35,000; Greater Muscatine Chamber of Commerce & Industry - \$10,000; Quad Cities First - \$5,000; Wilton Development Corporation - \$3,000; West Liberty Development Corporation - \$3,000; Muscatine County Fair Board - \$24,000; Convention and Visitors Bureau - \$2,500; Eastern Iowa Tourism Association - \$500; Wilton Library - \$13,931; West Liberty Library - \$13,931; and Musser Public Library - \$112,282. Board consensus was to approve an additional \$20,000, to be distributed \$5,000 per year over four years, to the Muscatine County Fair Board for historical restoration of the Swine facility. Board consensus was to deny funding requests from Milestones and Quad City Career Connections.

Discussion was held with Information Services Director Bill Riley regarding a possible capital expenditure for a new phone system in the Administration Building. Riley stated he talked to Scott Lucas, Lucas Communications, about the possibility of reducing the number of outside lines with a digital system and connecting communications between County buildings. Riley stated future phone bills could be reduce by 50% with a new system. MUSCOM Manager Lorrie Lacina stated MUSCOM, the Jail and the Sheriff recently upgraded through Lucas Communications with a Panasonic system that could be expanded to other County buildings.

Discussion was held with Emergency Manager Matt Shook and Motorola Representative Scott Schultz regarding upgrade of the communication system at MUSCOM. Schultz stated a not to exceed estimate of the cost of a new communication system would be \$4,803,223 less \$750,000 funding that is already available or \$4,053,323. Schultz stated proposed annual maintenance fees would be as follows: FY16 - \$243,806; FY17 - \$309,191; FY18 - \$317,674; and FY19 - \$326,291. Shook stated maintenance of the current radio infrastructure for the County on the current system cost in excess of \$250,000 over the last 18-20 months. Howard stated there is also \$620,000 currently in the MUSCOM budget for capital purchases that could go towards this project.

The Board recessed at 10:11 A.M. and reconvened at 10:24 A.M.

Discussion was held with Sherry Seright regarding a possible transfer from General Basic to Secondary Roads. Seright stated \$200,000 - \$250,000 could be transferred from General Basic or some could be transferred from the 45% projected fund balance for Rural Services. County Engineer Keith White stated it would cover a smaller box culvert or a smaller bridge. The Board discussed several possible projects that could be completed with the additional funding achieved through a transfer from Rural Services or General Basic.

Discussion was held regarding proposed FY15/16 capital projects. Projects were presented and discussed individually by Budget Coordinator Sherry Seright. Board consensus was to proceed with budgeting for a possible \$4,200,000 borrowing in FY15/16.

Board consensus was to include the following in the FY15/16 capital projects budget: Administration Building - \$27,000; MUSCOM equipment - \$4,053,000; Courthouse Interior Plaster Repair - \$100,000; Courthouse 3<sup>rd</sup> Floor Courtroom Restoration (Architecture Services) - \$50,000; Courthouse HVAC units added to 3<sup>rd</sup> floor lobby - \$20,000.

Board consensus was to place further consideration of the following capital projects under future budgets after FY15/16: Administration Building ADA Changes - \$100,000; Administration Retaining Wall - \$100,000; Courthouse 3<sup>rd</sup> Floor Courtroom Restoration - \$750,000; Community Services Building Windows - \$300,000; Community Services LSI Steps - \$8,000; Community Services Building Repair Drain Pipe Under Floor - \$35,000; DHS Roof Replacement - \$200,000; Replace Voting Equipment - \$250,000; and Upgrade County Computer Software - \$200,000.

The Board reviewed the FY15/16 budget request for Non-Departmental with Budget Coordinator Sherry Seright and Administrative Services Director Nancy Schreiber.

Budget Coordinator Sherry Seright noted that FY15/16 jail revenue will not generate enough federal inmate revenue to make the Bond payment. Board consensus was to make up the shortfall through the Debt Repayment Fund.

The meeting was adjourned at 12:31 P.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Kas Kelly, Chairperson  
Board of Supervisors



Muscatine County Board of Supervisors  
Monday, February 2, 2015

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Bonebrake, Sorensen, Kelly, Sauer and Howard present. Chairperson Kelly presiding.

On a motion by Sorensen, second by Bonebrake, the agenda was approved as written. Ayes: All.

On a motion by Howard, second by Sorensen, claims dated February 2, 2015 were approved in the amount of \$1,119,388.50. Ayes: All.

On a motion by Sorensen, second by Sauer, the Board approved Change Authorization Request #6 for the Muscatine County Administration Building HVAC Upgrade Project in the amount of \$2,570.00. Ayes: All.

On a motion by Howard, second by Sorensen, the Chair was authorized to sign the Muscatine County Historic Preservation Commission's Iowa Certified Local Governments 2014 Annual Report (January 1, 2014 – December 31, 2014). Ayes: All.

On a motion by Sorensen, second by Sauer, the Board approved Ordinance #02-02-15-01 amending Title III, Chapter VI – Construction Codes and Enforcement of the Muscatine County Code of Ordinances on the third and final reading. Roll call vote: Ayes: All.

The Board canvassed the Drainage District #2 Election held on January 29, 2015. Results were as follows: For the office of Trustee for a three-year term – 2 votes were cast. Mark Elder received 2 votes. Mark Elder was elected.

On a motion by Sauer, second by Sorensen, the Board approved a renewal application for a Class B Beer, Sunday Sales and Outdoor Service Permit for the City of Muscatine, dba Muscatine Municipal Golf Course, 1820 Hwy. 38, Muscatine, IA 52761. Ayes: All.

On a motion by Howard, second by Sauer, minutes of the January 26, 2015 special meeting, January 26, 2015 regular meeting and January 27, 2015 special meeting were approved as written. Ayes: All.

Correspondence:

Sorensen reported a contact regarding MCSA funding.

Sorensen reported a contact supporting the MUSCOM communications upgrade.

Howard reported a call regarding bats in the belfry of a Conesville church.

Howard reported a contact regarding a dog issue in Conesville.

Howard reported a contact regarding concerns about the budget.

Kelly reported positive contacts regarding the budget.

Committee Reports:

Bonebrake attended a West Liberty Economic Area Development meeting  
January 30<sup>th</sup>.

Howard and Kelly attended a Bi-State Regional meeting January 28<sup>th</sup>.

Howard attended a Milestones meeting January 29<sup>th</sup>.

On a motion by Sauer, second by Sorensen, the Board appointed Mark Petersen to the Conservation Board for a 5-year term ending December 31, 2019. Ayes: All.

On a motion by Sorensen, second by Sauer, the Board accepted the January 2015 payroll claims. Ayes: All.

On a motion by Bonebrake, second by Sorensen, the Board approved Resolution #02-02-15-01 Concerning Disposition of Unknown Owner Parcels in Orono Township, to set a public hearing for Monday, February 16, 2015 at 9:00 A.M. Roll call vote: Ayes: All.

The Board recessed at 9:22 A.M. and reconvened at 9:30 A.M.

The Board held ongoing discussion of the proposed FY15/16 Muscatine County Budget.

Discussion was held with Community Services Director Mike Johannsen regarding his request to reallocate funding within his FY15/16 budget to provide funding for the Homeless Prevention Advocacy program. Johannsen presented the 2014 Homeless Prevention Advocacy Comprehensive Report which reflected 126 referrals from Muscatine County Community Services representing 41% of the total referrals to the program. Johannsen stated he is proposing reallocating \$25,000 from his budget in order to sustain this program. Johannsen stated if they can stabilize someone in their house, then the County does not pay the shelter which saves money. Johannsen stated once a family becomes homeless, it is very challenging to get them back in their own homes. Board consensus was to not support the funding for the Housing Advocate position.

Budget Coordinator Sherry Seright reviewed FY15/16 estimated fund summaries as follows: General Basic - \$3.76 levy results in a 25% fund balance; General Supplemental - \$2.29 levy results in a 27% fund balance; MH/DD - \$1.04 levy results in a 63% fund balance; Rural Services - \$2.54 levy results in a 45% fund balance for Rural Services and a 13% fund balance for Secondary Roads; and Debt Service - \$.79 levy results in a 1% fund balance. Seright stated the overall increase to the total levy is \$.18.

The meeting was adjourned at 10:29 A.M.

ATTEST:

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Susan J. O'Donnell  
Second Deputy Auditor

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Kas Kelly, Chairperson  
Board of Supervisors

Muscatine County Board of Supervisors  
Monday, February 9, 2015

The Muscatine County Board of Supervisors met in regular session at 9:00 A.M. with Bonebrake, Howard, Kelly, Sauer and Sorensen present. Chairperson Kelly presiding.

On a motion by Sorensen, second by Bonebrake, the agenda was approved as written. Ayes: All.

Dave Watkins, 2566 122<sup>nd</sup> St, Moscow, stated he had a concern on whether the increase in county taxes for E911 Joint Communications/Emergency Management would help citizens residing in the rural areas. Watkins stated people who reside on the rural fringes of Muscatine County sometimes have to first call Muscatine County 911, then Muscatine County Dispatch has to call Scott County before services may be dispatched. He stated the cities of Durant and Walcott provide emergency services for townships in Muscatine County. Watkins stated if speed is important then give rural residents something back that allows them to have speed. Watkins asked if Durant and Walcott Ambulance and Volunteer Fire Departments would also have radios which would connect directly to Muscatine County dispatch services. Kelly said it was her understanding the new P-25 system would serve rural residents better and the plan is to have approximately 525 hand-held units as part of the system, including units for volunteer departments. Sorensen and Howard both referred to the new system's increased connectivity, with a drastic reduction in dead zones. Sauer stated the new system will meet state standards, enabling better communication across county and state lines.

Discussion was held with Muscatine County Attorney Alan Ostergren regarding authorizing a credit card for the Attorney's Office. Ostergren stated the need for a credit card comes from the cost of required legal publications in other states. On a motion by Sorensen, second by Sauer, the County Attorney's Office was authorized to open a credit card account with a \$2,000 limit. Ayes: All.

On a motion by Sauer, second by Bonebrake, the following utility permits were approved: Iowa Power and Light of Cedar Rapids – replace utility poles in areas around West Liberty, Atalissa and Moscow; and Eastern Iowa Light & Power – install a new pole for a street light near the south entrance to Mark Twain Meadows. Ayes: All.

Discussion was held with Muscatine County Engineer Keith White regarding motor grader replacements. On a motion by Sorensen, second by Sauer, the Board authorized White to purchase two motor graders from Altorfer for a total of \$379,644 with one motor grader to be purchased in FY14/15 and the other to be purchased in FY15/16. Ayes: All.

Discussion was held with White regarding a meeting of the Bi-State Region 9 Transportation Technical Committee. White stated the meeting resulted in several recommendations to the Bi-State Region 9 Transportation Policy Committee on spending federal transportation dollars over the next 4 years. White stated that six of the seven

project applications received by the Technical Committee were recommended for funding and included two in the City of Muscatine, two in Blue Grass, one in Wilton and one in Muscatine County. White stated the Muscatine County project includes reconstruction of G-28 from Lutheran Homes to High Prairie Road. White stated the proposed project would be funded in Federal Fiscal Year 2018.

On a motion by Howard, second by Sorensen, minutes of the Monday, February 2, 2015 regular meeting were approved as written. Ayes: All.

Correspondence:

The Board received an email from a rural resident regarding snow-plowing of a loop near his residence.

Kelly reported numerous calls regarding the agenda posting in the Journal referencing proposed pay increases for elected officials.

Howard reported several calls regarding the proposed FY15/16 budget.

Committee Reports:

Howard attended the Emergency Management Board meeting February 2<sup>nd</sup>.

Bonebrake, Howard, Kelly and Sauer attended the Compensation Board meeting February 3<sup>rd</sup>.

Bonebrake, Sorensen, Kelly and Sauer attend the Conference Board meeting February 3<sup>rd</sup>.

Kelly attended the Muscatine Community Health Association meeting February 4<sup>th</sup>.

On a motion by Sorensen, second by Sauer, the Board approved Resolution #02-09-15-01 Suspending the Collection of Taxes. Roll call vote: Ayes: All.

On a motion by Bonebrake, second by Sorensen, the Board approved Resolution #02-09-15-02 Transferring \$720,000 from the Rural Services Fund to the Secondary Roads Fund. Roll Call vote: Ayes: All.

On a motion by Sorensen, second by Sauer, the Board approved Resolution #02-09-15-03 Transferring \$32,250 from the Rural Services Fund to the GIS Fund. Roll Call vote: Ayes: All.

On a motion by Bonebrake, second by Sorensen, the Board approved Resolution #02-09-15-04 Transferring \$32,250 from the General Basic Fund to the GIS Fund. Roll Call vote: Ayes: All.

Discussion was held with Administrative Services Director Nancy Schreiber regarding the Muscatine County Compensation Board FY15/16 salary recommendations for elected officials. Schreiber stated the Muscatine County Compensation Board recommended a 3.5% increase for the Sheriff, a 0% increase for the Board of Supervisors and a 3.0% increase for the Attorney, Auditor, Recorder and Treasurer. Schreiber stated the salary

increases reflect a 2.34% average increase totaling approximately \$12,177 to be divided amongst all the elected officials and would take effect July 1, 2015. On a motion by Sorensen, second by Bonebrake, the Board accepted the salary increases as recommended by the Compensation Board. Ayes: All.

On a motion by Howard, second by Sorensen, the Board approved the proposed FY15/16 budget for publication. Ayes: All.

On a motion by Bonebrake, second by Sauer, the Board set a public hearing on the proposed FY 15/16 Muscatine County budget for Monday, March 2, 2015 at 7:00 P.M. Ayes: All.

On a motion by Sorensen, second by Sauer, the Board set a public hearing on the proposed amendments to the FY14/15 Muscatine County Budget for Monday, March 2, 2015 at 7:00 P.M. Ayes: All.

The Board reviewed the health/dental fund balance as of January 31, 2015.

The meeting was adjourned at 10:02 A.M.

ATTEST:

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Leslie A. Soule, County Auditor

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Kas Kelly, Chairperson  
Board of Supervisors