

Muscatine County Board of Supervisors  
Monday, August 13, 2018

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

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

On a motion by Sorensen, second by Howard, claims dated August 13, 2018 were approved in the amount of \$366,732.09. Ayes: All.

Discussion was held with County Sheriff C. J. Ryan regarding part-time nursing hours at the Jail. Ryan stated currently the jail has one full-time and two part-time nurse positions. Ryan stated the two part-time positions may work up to 29 hours each and the full-time position is for 40 hours for a total of 98 medical hours per week. Ryan stated the average daily population at the jail has gone up to 240 – 260 inmates. Ryan stated the Advanced Correctional Healthcare, Inc. (ACH) guidelines for the higher daily population is 112 – 168 hours of nursing time. Ryan stated the current 98 hours per week of nursing time falls short of the ACH guidelines and the Jail is not in compliance. Ryan stated the other issue is the amount of time spent maintaining the required medical documentation for each inmate. Ryan stated the nursing staff spends several hours each week completing forms, maintaining records and scheduling appointments which takes away from performing actual nursing duties with inmates. Ryan stated he would like to add a part-time medical records position which would include completing the bulk of the paperwork freeing the nursing staff for inmate medical care. Ryan stated the additional 29 hours per week for a medical records clerk may be counted towards the new total of 127 medical hours bringing the Jail into compliance with ACH guidelines. Ryan stated in order to retain the contract with ACH, which includes professional liability insurance, the County must stay in compliance. On a motion by Sorensen, second by Howard the Board authorized the Sheriff to maintain the part-time hours needed to be in compliance with ACH guidelines for the average daily inmate population. Ayes: All.

On a motion by Sorensen, second by Mather, the Board approved a class specification for a Medical Records Clerk and authorized negotiation of grade placement within the AFSCME union pay classification system. Ayes: All. Administrative Services Director Nancy Schreiber stated after negotiations have been completed with AFSCME this item will come before the Board for approval of the grade placement and authorization to fill the position.

Discussion was held with Lynn Pruitt, Muscatine County Historic Preservation Commission on a CLG (Certified Local Government) grant application. Pruitt stated the grant is for a project to perform a reconnaissance survey of all of the country schools, churches and cemeteries which have existed in Muscatine County. Pruitt stated the Commission is requesting approval to submit a CLG grant application for \$15,000. Pruitt stated the Historic Preservation Commission will provide in-kind services for \$7,000 and a \$3,000 match from their budget for a project total of \$25,000. On a motion by Sorensen, second by Mather, the Board approved submission of a CLG grant application by the Muscatine County Historic Preservation Commission. Ayes: All.

On a motion by Sorensen, second by Howard, the Board set a public hearing for Monday, August 27, 2018 at 9:00 A.M. on a request to rezone approximately 2.91 acres in Fruitland Township from C-1 Commercial District to R-1 Residential District. Ayes: All.

The Board reviewed a variance granted by the Muscatine County Board of Adjustment on Friday, August 3, 2018. Case #18-08-01 is an application filed by Bradley R. or Grace R. Jipp, Record Owners. This property is located in Moscow Township, 1010 Moscow Road in the NW¼ of Sec. 4-T78N-R2W, containing approximately 18 acres and is zoned A-1 Agricultural District. This request, if approved, would allow the Zoning Administrator to issue a Variance in order for the owners to place a detached accessory structure in front of a proposed one family dwelling. On a motion by Howard, second by Sorensen, the Board accepted the variance. Ayes: All.

On a motion by Sorensen, second by Howard, the Board approved the following utility permit: Windstream Iowa Communications, LLC, Little Rock, Arkansas – replace the existing aerial 84 fiber cable with a 96 fiber aerial and buried cable on 122<sup>nd</sup> Street because of a culvert replacement. Ayes: All.

On a motion by Sorensen, second by Howard, the Board approved a Contract, Bond and Certificate of Insurance for L-(M18-2)—73-70 for Seal Coat work at various locations throughout the County with Pelling, L.L. Co., Inc. in the amount of \$661,486.20. Ayes: All.

On a motion by Sorensen, second by Howard, the Board approved a Contract, Bond and Certificate of Insurance for L-(M18-5)—73-70 for Reclamation and Seal Coat work on 112<sup>th</sup> Street, North Isett and 102<sup>nd</sup> Street with Manatt's, Inc. in the amount of \$673,469.54. Ayes: All.

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

On a motion by Sorensen, second by Mather, the Board approved a request to the Eastern Iowa MHDS Regional Governing Board to draw down regional funds to cover the FY19 Mental Health Budget to be paid in four quarterly installments in the amount of \$190,202.25 for a total of \$760,809.00. Ayes: All.

Information Services Director William Riley updated the Board on help desk tickets and various IT projects. Riley stated he continues to work with the Auditor on election cyber security. Riley stated he received and installed a device from the State that will monitor the County's internet traffic and look for any unusual patterns. Riley stated the Tyler software conversion project is moving in a more positive direction and the company is working with each department to resolve issues. Riley stated the IS Office has been working on ways to become more cost effective since taking over the management of department printers. Riley stated based on the amount spent last year in toner it would be beneficial for the County to move to a managed print solution. Riley stated last year the County spent approximately \$10,500 on toner and an additional \$5,000 on a printer and scanner maintenance program. Riley stated he recommends the managed print solution program from Advanced Business Systems which has the lowest cost per page with billing on actual usage. Board consensus was for Riley to proceed with the managed print solution project.

On a motion by Mather, second by Sorensen, the Board approved a renewal application for a Class C Sunday Sales & Outdoor Service Permit for Ardon Creek Vineyard & Winery, LLC, dba Ardon Creek Vineyard & Winery, 2391 Independence Avenue, Letts, Iowa. Ayes: All.

On a motion by Sorensen, second by Mather, minutes of the August 6, 2018 regular meeting were approved as written. Ayes: All.

No correspondence was noted.

Committee Reports:

Sorensen attended a Region 9 Regional Workforce Investment Board meeting August 7<sup>th</sup>.  
Sauer attended A Riverbend Transit employee appreciation dinner August 11<sup>th</sup>.  
Mather attended an Eastern Iowa MH/DS Region meeting August 6<sup>th</sup>.  
Mather attended a Seventh Judicial District meeting August 10<sup>th</sup>.

On a motion by Howard, second by Sorensen, the Board appointed Mike Kellor to the Muscatine-Mercer Revolving Loan Fund Administration Board for a term ending June 30, 2020. Ayes: All.

The Board reviewed the health/dental fund balance as of June 30, 2018.

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

ATTEST:

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Leslie A. Soule, County Auditor

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Scott Sauer, Chairperson  
Board of Supervisors