

Muscatine County Board of Supervisors  
Monday, December 10, 2012

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

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

On a motion by Howard, second by Furlong, claims dated December 10, 2012 were approved in the amount of \$356,492.05. Ayes: All.

Discussion was held with Jackie Barton, Wilton Development Corporation and Greg Jenkins, Greater Muscatine Chamber of Commerce and Industry, regarding possible uses of the funds currently designated to the Muscatine County Housing Development Revolving Loan Fund. Barton stated that Wilton has an Industrial Park expansion that they are currently developing. Barton stated that the Industrial Park is in the planning phase and they are working with Bi-State to do an Economic Development Agreement. Barton stated that she would like to know how the Board would use the funds. Barton asked if the Board would split the funds between Muscatine, Wilton and West Liberty or on a per capita basis. Barton stated she wanted to get the conversation started as the funds are just sitting there. Watkins stated that one of the possibilities was to split the funds and another was to leave the funds with the County to develop a Revolving Loan Fund. Watkins stated he thinks it should be a Revolving Loan Fund. Furlong stated that this was set up as a Revolving Loan Fund and he would like to keep it in that direction. Budget Coordinator Sherry Seright stated that the County has the discretion to use the funds as a grant or loan, but that the funds could not be put into the General Fund. Barton stated that a loan on a revolving basis could be paid back by Wilton Development Corporation as the Industrial Park property is sold.

Kelly stated that in order to keep this as a Revolving Loan Fund the County will have to have a loan process in place. Kelly stated that she felt this should be kept as a Revolving Loan Fund. Sorensen stated that he likes the way the Mercer-Muscatine Revolving Loan Fund is run. Sorensen stated that having Muscatine County handle the Fund would be another level of administration. Sorensen stated that Bi-State administers other Revolving Loan Funds and he could see them doing the same for this one.

Jenkins stated that the Greater Muscatine Chamber of Commerce and Industry Revolving Loan Fund is industry based so if you are not categorized as an industry you do not qualify for a loan. Jenkins stated that the Mercer-Muscatine Revolving Loan Fund is for job creation and is a very handy tool. Jenkins stated that the Chamber of Commerce does have a Revolving Loan Fund and they have not had one loan fail. Jenkins stated that the Chamber of Commerce does have the processes in place to manage the Fund. Jenkins suggested that a finance committee structured to include Muscatine, West Liberty and Wilton might be a good way to administer the proposed

Revolving Loan Fund. Jenkins stated that the Chamber of Commerce is still looking for matching funds to be able to use the Mercer-Muscatine Revolving Loan Fund. Jenkins stated that they are a member of the Rock/Quad Cities Economic Development Region and they received \$5,000 from the County, but he is concerned that in the future they cost could go up. Watkins stated that he appreciates the input and at some point the Board will have to decide what to do with these funds. Howard asked Jenkins to provide the Board with an information write-up on all of the options for the funds. Kelly stated that she would like to keep all of the options available. Jenkins stated that he could do a brief description of the options for the Board.

The Board held a discussion on Resolution #12-10-12-01 Dissolving the Muscatine County Housing Development Revolving Loan Fund and Designating an Alternate Use for the Funds. Watkins stated that he would like to amend the Resolution by removing the wording "and the accrued interest of \$22,100". Watkins stated this accrued interest should be returned to the General Fund, but all future interest should stay in the Revolving Loan Fund. On a motion by Watkins, second by Furlong, the Board approved amending Resolution #12-10-12-01 Dissolving the Muscatine County Housing Development Revolving Loan Fund and Designating an Alternate Use for the Funds by removing the wording "and the accrued interest of \$22,100". Ayes: All.

On a motion by Sorensen, second by Howard, the Board approved Resolution #12-10-12-01 Dissolving the Muscatine County Housing Development Revolving Loan Fund and Designating an Alternate Use for the Funds as amended. Roll call vote: Ayes: All.

The Board reviewed the Muscatine County Administration Building Energy Conservation Study on design of the Administration Building HVAC system with Vic Amoroso, A&J Associates. Amoroso stated that they explored the parking lot to determine if a geothermal system for the Administration Building would be possible. Amoroso stated that the findings showed that geothermal is not viable for the Administration Building. Amoroso stated that after ruling out Geothermal they looked at three different systems: Option 1 - replace and upgrade the current system with energy efficient equipment; Option 2 - variable refrigerant flow system without geothermal loop system; and Option 3 - water to air heat pumps with heating boilers and rooftop evaporative cooler. Amoroso stated that none of the options stood out and they were essentially equal costs. Amoroso stated that all three systems will save energy and the one that would save the most energy would be Option 2 - variable refrigerant flow system. Amoroso stated that Option 2 would also give the occupants of the building more temperature and humidity control. Amoroso stated that his recommendation is Option 2 - variable refrigerant flow system. The Board consensus was to utilize Option 2. The Board directed Amoroso to complete the design and bid work for Option 2. Amoroso stated they will also add back-up capacity for the IT Department.

Discussion was held with Maintenance Supervisor Oscar Alvarez regarding the Courthouse parking lot configuration. The Board reviewed two possible designs, one created by the County Engineer and one created by Proline Striping. The Board

consensus was to use the design created by Proline Striping. The Board directed Alvarez to meet the minimum requirements for handicap spaces and to include a van accessible handicap space in the configuration. Budget Coordinator Sherry Seright stated that Alvarez and Seright will come to next Monday's Board meeting for direction on assigning employee and public parking spaces and determination on the types of signage to be used. The Board authorized Alvarez to hire Proline to do the striping.

Vic Amoroso updated the Board on various projects for the Old Jail, DHS, Community Services and the Administration Building. The Board consensus was that Amoroso add completing the second floor of the DHS Building as an alternate bid for the DHS project. Amoroso stated that he has given Alvarez an update of the maintenance program to work with and offer feedback. Alvarez stated that the program is very easy to use and understand. Alvarez stated that they will need some type of AutoCAD entry to make it better, but so far it is a good program.

On a motion by Howard, second by Watkins, minutes of the Monday, December 3, 2012 regular meeting were approved as written. Ayes: All.

No correspondence was noted.

Committee Reports:

Kelly attended a Muscatine Community Health Association meeting  
December 5<sup>th</sup>.

Kelly attended a public forum on Making Iowa a Safer and Healthier Place December 5<sup>th</sup>.

On a motion by Furlong, second by Watkins the Board authorized the Chair to execute an agreement between Bi-State Regional Commission and Muscatine County for assistance in updating the 2010 Muscatine County Multi-jurisdictional Local Hazard Mitigation Plan. Ayes: All.

Discussion was held with Administrative Services Director Nancy Schreiber regarding issuance of a request for proposals for an evaluation of the current Salary Administration Program for Muscatine County. Schreiber stated that the evaluation would not include the Assessor's Office or the Conservation Board employees. Furlong requested that the proposals include the number of positions and the approximate number of employees to be evaluated. Furlong stated that he would like the proposal to reflect that the Assessor's Office and the Conservation Board are not included unless they choose to pay their share. Watkins stated since MUSCOM is now totally County funded that the non-Union employee should be included in the program. On a motion by Howard, second by Sorensen the Board authorized issuance of a request for proposals for an evaluation of the current Salary Administration Program for Muscatine County. Ayes: All.

On a motion by Sorensen, second by Furlong, the Board accepted the 2012 Weed Commissioners Report. Ayes: All.

The Board reviewed the health/dental fund balance as of November 30, 2012.

The meeting was adjourned at 10:31 A.M.

ATTEST:

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Betty L. Wamback  
Deputy Auditor

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Kas Kelly, Chairperson  
Board of Supervisors