

February 16, 2016

The Dallas County Board of Supervisors met in regular session pursuant to board rules with Supervisor Brad Golightly and Supervisor Kim Chapman present. Chairman Mark Hanson was absent. Others present: Wayne Reisetter – DC Attorney, Rob Tietz – Operations Director, Melinda Harney – Administrative Assistant, Julia Helm – Auditor’s Office, Erin Freeman – Human Resources Director, Al Miller - DC Engineer, Samuel Larsen – DC Planning & Zoning, Ted Trewin - DC Environmental Health Director, Todd Noah – IS Director, Terry McClannahan – DC Communications Director, Barry Halling – Emergency Management Coordinator, Al Miller – DC Engineer, Andy Case – Asst. Engineer, Jerry Purdy – Design Alliance, Matt Ferrier – Bolton & Menk, Melissa Underwood – Bolton & Menk, Sven Peterson – City of Perry, Shirley McAdon – Adel City Council, Gene Krumm – DC Auditor, Samantha Smith – Raccoon Valley Radio, Jim Caufield – The Perry News, and Clint Cole – DC News Editor.

Item 1: Call to Order – Chairman Pro-Tem Chapman called the meeting to order at 9:07 a.m.

Item 2: Approve Agenda - Motion by Golightly and seconded by Chapman to approve the agenda as presented. All ayes. Motion carried.

Item 3: Open Forum – none

Item 4: Consent Agenda

- A) Expense Claims Paid on 2/12/2016
- B) Receive Departmental Reports
 - Planning & Development January 2016 Receipts
 - Recorder’s Report January 2016
- C) Manure Management Report
 - Adel Pork, Adel TWP

Motion by Golightly and seconded by Chapman to approve the consent agenda. All ayes. Motion carried.

Item 5: Disc/Action Re: Supervisors Minutes from

Motion by Golightly and seconded by Chapman to approve the 2/4 & 2/9/16 minutes as presented. All ayes. Motion carried.

Item 6: Disc/Action Re: Human Resources

- A) Payroll Change Notices

Erin Freeman presented the following payroll change notices:

Sheriff - payroll change pursuant to union contract Connor McCuen from \$15.89 to \$16.84

- payroll change pursuant to union contract John May from \$15.89 to \$16.84
- payroll change pursuant to union contract Danielle Fitzgerald from \$15.89 to \$16.84

EMS – Bethany Kirsch resigned as of 2/5/2016

- request to hire for the open part-time paramedic position at \$15.56

Secondary Roads – request to hire the two seasonal roadside technicians at \$10.00 to \$10.50

Motion by Golightly and seconded by Chapman to approve the payroll changes as submitted. All ayes. Motion carried.

- B) Employee Handbook Addendum

Erin Freeman reported that the changes to the handbook were about documenting hours for employees working with federal grants. Also, procedures for military leave.

Motion by Golightly and seconded by Chapman to approve the addendums to the Dallas County Employee Handbook effective 2/16/2016. All ayes. Motion carried.

Item 7: Disc/Action Re: Financial Policy Amendment

Ms. Freeman explained the changes to financial policy were again related to tracking time of employees working with federal grants. Also, a payroll policy was added.

Motion by Golightly and seconded by Chapman to adopt the Dallas County Financial Policy as amended on 2/16/2016. All ayes. Motion carried.

Item 8: Disc/Action Re: Set Time & Date for Public Hearing Consolidated Communication Phone Services

Motion by Golightly and seconded by Chapman to set time and date for Public Hearing for the Consolidated Communications Proposal on March 1, 2016 at 9:30 a.m. All ayes. Motion carried.

Item 9: Disc/Action Re: Environmental Health Vehicle Purchase Request

Ted Trewin, Director of Environmental Health, proposed three different bids for trucks. He recommended going with Adel Chrysler for a 2016 Dodge Ram 1500 Tradesman Quad Cab 4X4. He will be trading in his 2011 Dodge Dakota for \$17,000.

Motion by Golightly and seconded by Chapman to approve the trade in offer by Adel Chrysler in the amount of \$11,996.40. All ayes. Motion carried.

Item 10: Disc/Action Re: Resolution 2016-007 City of Dexter dissolution of Law Enforcement Services 28E Agreement. Chapman stated that the Board does not have a resolution from the City of Dexter dissolving the 28E. Melinda will notify the city what the Board needs.

Motion by Golightly and seconded by Chapman to approve Resolution 2016-007. All ayes. Motion carried.

RESOLUTION 2016-007

WHEREAS, the City of Dexter has requested by resolution to be released from the agreement for Sheriff's law enforcement services filed August 3, 2015 with the Secretary of State due to financial hardship of the city.

THEREFORE, LET IT BE RESOLVED that the County of Dallas County acquiesces to said request, and said agreement is dissolved.

AYE
Kim Chapman, Member
Brad Golightly, Member

NAY

Dated this 16th day of February, 2016
ATTEST: Gene Krumm, Dallas County Auditor

The Board recessed at 9:25 a.m. and reconvened at 9:30 a.m.

Item 11: 9:30 a.m. Disc/Action Re: Second Reading Amended Chapter 41 Airport Ordinance County Code of Ordinances

Melissa Underwood, Bolten & Menk, reviewed the maps for the height and the land use regulations. This ordinance replaces the current Chapter 41 to comply with FAA regulation relating to airspace around the airport.

Brad Golightly asked if 150th street would need to be closed now or in the future. Matt Ferrier, Bolton & Menk, stated that it would need to be moved or mediated when the new runway is being built. He and Al Miller, DC Engineer, would be meeting to discuss options.

Motion by Golightly and seconded by Chapman to approve the second reading and set time and date for the third reading on March 1, 2016 at 10 a.m. All ayes. Motion carried.

Item 12: Disc/Action Re: FY 16/17 County Budget

A) Approve for Publication

Rob Tietz, Operations Director, reviewed the budget by fund worksheet. The Board stated that the budget is ready for publication.

B) Set time and Date for Public Hearing Budget Presentation

Motion by Golightly and seconded by Chapman to set time and date for Public Hearing for Dallas County Budget presentation on Tuesday, March 8 at 7 p.m. in the Supervisor's Boardroom. All ayes. Motion carried.

Item 13: Disc/Action Re: Resolution 2016-0013 Award Bid F31 Paving Project

Any Case reported that the project will start in early July and be completed by early fall.

Motion by Golightly and seconded by Chapman to approve Resolution 2016-0013. All ayes. Motion carried.

RESOLUTION 2016-0013

WHEREAS, the F31/195th Street reconstruction project east of Minburn is on the county's Five-Year Construction Program; and

WHEREAS, the Road Department surveyed, designed and prepared project plans; and

WHEREAS, 5 bids were received at the January 20th, 2016 Iowa D.O.T. letting:

<u>Manatt's, Inc.</u>	<u>\$4,111,989.24</u>
Norris Asphalt Paving Co., LC	\$4,340,293.25
Des Moines Asphalt & Paving	\$4,692,196.86
Western Engineering Co., Inc.	\$4,827,363.27
Henningsen Construction, Inc.	\$4,955,036.23

WHEREAS, the engineer's estimate was \$4,415,000 and the Road Department recommends acceptance of the bid that was received from Manatt's, Inc.

NOW THEREFORE BE IT RESOLVED that Manatt's, Inc. shall be awarded the project and that the

Chairman is authorized to sign all applicable contract documents.

AYE

NAY

Brad Golightly, Member

Kim Chapman, Member

Dated this 16th day of February, 2016

ATTEST: Gene Krumm, Dallas County Auditor

Item 14: Disc/Action Re: County Buildings/Assigned & Unassigned Space

Jerry Purdy reported that the bids for the Emergency Management area would be ready next week and dispatch was moving towards the setup of the equipment. Mr. Purdy would have the costs for the elevated floor option in the rec room soon.

Item 15: Disc/Action Re: Human Services Campus Renovation

A) Pay Applications #10, #11 & #12

#10 - \$91,464.10 – Mr. Purdy stated that this is work that has been completed and approved at the Human Services Campus.

Motion by Golightly and seconded by Chapman to approve pay application #10. All ayes. Motion carried.

#11 - \$133, 742.60 Retainage Reduction – Reduce retainage to \$25,000

Mr. Reissetter stated that the contractor needs to notify the sub-contractors in writing before the retainage can be reduced.

Motion by Golightly and seconded by Chapman to approve pay application #11. All ayes. Motion carried.

#12 is for work that has completed in the Dispatch area which is \$76,518.

Motion by Golightly and seconded by Chapman to approve pay application #12. All ayes. Motion carried.

The Board had questions about the retainage and the contractor obligations. Mr. Purdy was contacting the contractor to get clarification. The Board recessed at 10:31 a.m. and reconvened at 10:51 a.m.

Motion by Golightly and seconded by Chapman to rescind the action on pay applications #11 & #12. All ayes. Motion carried.

Motion by Golightly to approve payment in the amount of \$76,518 subject to architect reworking the pay application #11 to \$76,518 without early release of retained funds. Golightly withdrew his motion.

The Board would like Purdy to have new pay applications after talking with contractor.

B) Items Raised in Weekly Construction Meetings

Mr. Purdy stated that there would be another walk through tomorrow. Also, working through door issues and moving hardware. Mr. Purdy stated his office is working with ASI to change out some signage. The parking lot lights are progressing and the elevator breaker issues have been resolved.

Item 16: Other Business - none

Item 17: Motion to Adjourn

Motion by Golightly and seconded by Chapman to adjourn the meeting at 11:03 a.m. All ayes. Motion carried.

Gene Krumm, Dallas County Auditor

Kim Chapman, Chairman Pro-Tem