

February 11, 2020

(Handwritten initials) KEC

The Dallas County Board of Supervisors met in regular session pursuant to board rules with Chairman Kim Chapman, Supervisor Brad Golightly and Supervisor Mark Hanson present. Others present: Chuck Sinnard – DC Attorney, Rob Tietz – Operations Director, Beth Deardorff– Human Resources Director, Todd Noah – IS Director, Melinda Harney – Administrative Assistant, Julia Helm – DC Auditor, Al Miller - DC Engineer, Shannon Rollings – Sheriff’s Office, Andy Case – Asst DC Engineer, Carol Schmidt – Aging Resources, Jaelyn Berg – Human Resources, Marlen Kemmet – Conservation Board, Mark Powell – Conservation Board, Mike Wallace – Conservation Director, Joe Cerwinski– Raccoon Valley Radio and Jim Caufield – The Perry News.

Item 1: Call to Order - Chairman Chapman called the meeting to order at 9:00 a.m.

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

Item 3: Pledge of Allegiance

Item 4: Open Forum – Jaelyn Berg new HR Coordinator was introduced.

Item 5: Consent Agenda

- A) Expense Claims Paid on 2/7/2020
- B) Drain Claims #9, #99, #76

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

Item 6: Disc/Action Re: Supervisors Minutes from 2/4 and 2/5/2020

Motion by Hanson and seconded by Golightly to approve the 2/4 and 2/5/2020 minutes as presented. All ayes. Motion carried.

Item 7: Disc/Action Re: Payroll Change Notices

Beth Deardorff presented the following payroll change notices:

Sheriff – Request to hire Justin Adema to fill a full-time Deputy Sheriff at \$2244.80 bi-weekly

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

Item 8: Disc/Action Re: Adel Congregate Meal Site

Carol Schmidt, Aging Resources, discussed with the Board the Adel American Legion as the Adel congregate meal site and the need for a meal site coordinator until the end of the fiscal year. Next fiscal year there will be a service provider to handle the meal site.

Motion by Hanson and seconded by Golightly to approve Dallas County employing a meal coordinator at the Adel congregate meal site between hire and June 30, 2020 at \$7.50 per hour. All ayes. Motion carried.

Item 9: Disc/Action Re: Inmate Meals Contract

Shannon Rollings, Sheriff Office, presented the updated provider contract. She stated that Attorney Sinnard had reviewed the changes. The Board was concerned about the 3.1% price adjustment for next fiscal year.

Motion by Golightly and seconded by Hanson to approve of the proposed contract with Consolidated Correctional Foodservice and Dallas County and authorize the chair to sign. All ayes. Motion carried.

Item 10: Disc/Action Re: Secondary Roads

- A) Resolution 2020-0016 Sign Replacement Funding Agreement

Engineer Miller stated that this is a State of Iowa Grant request to replace 175 ‘Stop Ahead’ signs. He reported that this grant would replace about half the signs in the county.

Motion by Hanson and seconded by Golightly to approve Resolution 2020-0016 and authorize the chair to sign. All ayes. Motion carried.

IOWA DEPARTMENT OF TRANSPORTATION

AGREEMENT / RESOLUTION

Sign Replacement Program for Cities & Counties

(SRPFCC)
ver 02.22.19

Applying as (check one):

City

County

RESOLUTION NO. 2020-0016

WHEREAS the City/County of Dallas recognizes the importance of maintaining the regulatory, warning, and school area signs on the road system in conformance with the Manual on Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, and

WHEREAS a review of signs has been conducted by the City/County of Dallas its agent to identify deficiencies in those signs eligible for replacement under the rules of the program, and

WHEREAS the Iowa Department of Transportation will reimburse up to \$10,000 per county and \$5,000 per city for conforming regulatory, warning, and school area signing materials for the replacement of existing signs to the City/County of Dallas, and

WHEREAS it is understood that applications will be considered in order of receipt and will be limited to replacing eligible regulatory, warning, and school area signs. See, "Signs eligible for SRPFCC".

NOW THEREFORE BE IT AGREED BY THE IOWA COUNTY OR CITY COUNCIL OF Dallas, THAT:

The City/County is hereby directed to submit the grant application and request for signing materials to replace signs that have been identified as deficient in their review. This application is to be submitted to the Iowa Department of Transportation's Program Coordinator for the Sign Replacement Program for Cities & Counties, and

BE IT FURTHER RESOLVED THAT:

- A) All signing materials must be ordered within 90 days of application approval.
- B) All signing materials will be installed by the County of Dallas, within 180 days after the sign materials are furnished, and,
- C) All signs will be installed in compliance with the Manual of Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, as adopted per Iowa Administrative Rules 761, Chapter 130, and,
- D) The County of Dallas, will certify in writing to the Department of Transportation's Program Coordinator within 30 days after the sign materials and/or signs have been installed.
- E) The County of Dallas, recognizes that submission of this agreement along with an application, requesting signs and sign posts, represents approval by the city/county to participate in the Sign Replacement Program for Cities & Counties.
- F) Cities and counties not complying with the SRPFCC rules will be prohibited from applying for the program for two years.
- G) Application must be approved by Iowa DOT prior to ordering signs.
- H) Reimbursement, up to the program maximum, will be sent to the grantee AFTER:
 - the signs/posts have been installed.
 - the IA DOT receives a copy of the sign-order invoice.
 - the IA DOT receives proof of payment (Reimbursement Certification).

Passed and Approved This 11th Day of February, 2020

Al Miller, County Engineer Kim Chapman, County Board of Supervisor Chair

B) Resolution 2020-0017 Soil Compactors Purchase

Engineer Miller stated that his department has been renting this equipment since the beginning of the construction season. He said that the compactors are versatile, self-propelled and can get into small spaces. He stated that the rental payments would be applied towards the purchase.

Motion by Hanson and seconded by Golightly to approve Resolution 2020-0017. All ayes. Motion carried.

RESOLUTION 2020-0017

WHEREAS, the Department requires Self-Propelled Soil Compactors to compact soil when completing roadway infrastructure maintenance. The Department solicited a quote from Ziegler Cat – Altoona, IA:

Cat CP54 Self-Propelled Soil Compactor	\$106,870.61
<u>Cat CP56 Self Propelled Soil Compactor</u>	<u>\$107,073.53</u>

AMOUNT: \$ 2,000,000 – TO BE TRANSFERRED

Operating Transfer

FURTHER, the Board of Supervisors directs the County Auditor to notify the County Treasurer of the operating transfer of funds per this Resolution, and also directs the Budget Official to record the Transfer.

DALLAS COUNTY BOARD OF SUPERVISORS

AYE
Kim Chapman, Chairman
Brad Golightly, Member
Mark Hanson, Member

NAY

Dated this 11th day of February, 2020
ATTEST: Julia Helm, Dallas County Auditor

Item 12: Disc/Action Re: Set time and Date for Public Hearing Total Maximum Property Tax Dollars Certified for Levy for General & Rural County Services

Motion by Hanson and seconded by Golightly to set time and date for the Public Hearing Total Maximum Property Tax Dollars Certified for Levy for General & Rural County Services March 3, 2020 at 9:30 a.m. in the 902 Court Boardroom. All ayes. Motion carried.

The Board Recessed at 9:50 a.m. and Reconvened at 10:02 a.m.

Item 13: Disc/Action Re: Budget Workshop
Conservation
Mike Wallace – Conservation Director, Marlen Kemmet – Conservation Board, Mark Powell – Conservation Board

Brad Golightly stated that during the budget process some capital items were removed from Conservation's budget. He asked the Board to consider some dollars in the budget to continue the conversation with Adel about the bike trail ditch repair and the design of a new Keuhn Lodge.

Hanson said that Conservation has an operating budget just under \$2 million dollars with revenues of approximately \$100,000. He reported that the Board had left in the budget restrooms and a maintenance shed.

Mr. Powell stated that the Supervisors had asked the Conservation Board about generating revenue generating endeavors.

Hanson is not supportive of building a new lodge at Keuhn when there are other venues in conservation to have classes.

Mr. Powell said he respectively disagrees. He went on to say that Keuhn is an asset to the environmental education program with a goal to engage students in nature.

Chapman stated he is concerned about the scope of the project.

Wallace said that the Conservation Board is continuing to work on the scope as projections have already been reduced from 3.1 million to 1.7 million. He said that the building would be rustic as the Conservation Board wants it to blend into the natural setting. Wallace reported that there is more work to be done with the architect and the Conservation Board would like to continue the design phase. He stated that the estimate is \$23,000 to do this work.

Hanson asked about the gap of funds for the bike trail connector. Wallace stated that it is about a million dollars and that grants are available once a year.

Wallace stated that Dallas County Conservation provides a very diverse array of services but the two priorities are environmental education and bike trails.

Chapman asked what the objective for the lodge is.

Wallace stated that with the growth of the school districts there is not enough adequate space to handle the requests for environmental education and the lodge would add more classroom space.

Marlen Kemmet, Conservation Board, said that all avenues need to be explored then get public feedback.

The Board recessed 11:13 a.m. and reconvened at 11:24 a.m.

Wallace stated he and the Conservation Board want to concentrate on an education center study. The estimate was \$23,000 and he proposes to the Board \$5000 on new funding plus his roll over dollars. He said that those funds should be enough to get the desired design.

Golightly supports the \$5000 and remaining funds but questions the drainage timing.

Chapman stated that Conservation can move forward with the lodge design plan but need more information on the drainage ditch.

Wallace stated that he needs to have dollars to do the engineering estimates for the trail drainage through Adel and asks if there will be dollars in the next fiscal year.

The Board's verbal consensus is to provide dollars for the Adel bike trail drainage engineer costs and an additional \$5000 for the Keuhn lodge design.

Service Area 1A

The Board discussed the request for additional funding for a second employee for Service Area 1A. The Board has not been told if there are any additional grant dollars.

The Board reviewed the public hearing notice with explanation to be sent to the papers and posted on the website.

Item 15: Other Business

Hanson – attending Thursday Region 11 workforce meeting – 28E agreement Department of Labor review to modify the region it is still 8 counties Region 11

The Board adjourned at 12:23 p.m. and reconvened at 6:32 p.m.

Item 14: Assessor's Conference Board Participation

Those present; Kim Chapman-DC Board Chairman, Brad Golightly-DC Board Member, Mark Hanson-DC Board Member, Steve Helm-Assessor, Kelsey Straub-Assessor's Office, Brian Arnold-Assessor's Office, Scott Cirksena-Clive Mayor, Butch Ostrander-DeSoto Mayor, Adrienne Howard-Dexter Mayor, John Andorf-Perry Mayor, David Griffith-Redfield Mayor, Allan Adams-Van Meter Mayor, Courtney Clarke-Waukee Mayor, Heith Hockenberry-ADM Schools, Jessica Tiemeyer-Earlham Schools, Linda Andorf-Perry Schools, Dan Gehlbach-Waukee Schools, Jason Tigges-West Central Valley Schools, David Elliott-Woodward Granger Schools, and Kim Owen-Auditor's office.

1. Call to Order: Board of Supervisor Chairman Kim Chapman called meeting to order.
 2. Approve agenda: Cirksenda motioned to approve the agenda seconded by Ostrander. All ayes. Motion carried.
 3. Roll call: Assessor Helm conducted roll call.
 4. Approve Minutes: Supervisor Hanson motioned to approve minutes seconded by Adams. All ayes. Motion carried.
 5. Open Forum: None
 6. Board of Review: Helm informed the group of the loss of 2 members. Can vote on approving these 2 or wait a month to see if others will apply. He had reached out to Farm Bureau and contacted 1 person but had not heard back. Asked the group if they wanted to reach out to others as well. Discussion on whether to wait or appoint the 2. Motion by Griffith and seconded by Adams to appoint the 2 that have turned in applications. All ayes. Motion carried.
 7. Budget Presentation: Assessor Helm presented his report and budget. Discussion of income, expenses and salaries. Helm informed the group his Deputy Assessor retired. Discussion surrounding not hiring a chief deputy versus adding another appraiser and current appraiser job classification and increases. Supervisor Chapman expressed concern that the salary increase did not align with other county employees as well as the county pay plan. Chapman asked the group to break out into respective groups to discuss budget approval. BOS met and discussed their concerns with the changes of the proposed salary increases. Group came together and discussed leaving the bottom line in salary at \$371,000 and Helm to distribute.
- Roll call vote to approve budget. City Mayors ayes. School Board members ayes. Board of Supervisors nay.
8. Adopt Budget: Motion made by Tiemeyer and seconded by Linda Andorf to adopt the Assessor's budget. Motion carried.

9 Set Public Hearing Date: Motion made by Hanson to set public hearing date to March 3 at 8AM at the BOS conference room seconded by Adams. All ayes. Motion carried.

10. Adjourn: Motion by Ostrander and seconded by Hanson to adjourn. All ayes. Motion carried. Meeting was adjourned at 9:01 p.m.

Julia Helm, Dallas County Auditor

Kim Chapman, Chairman