

April 28, 2020

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The Dallas County Board of Supervisors met in regular session pursuant to board rules with social distancing in person.

Following the Governor's Emergency Public Health declaration in response to the current COVID -19 situation, this meeting will be held electronically. Public access to the meeting may be obtained by going to <https://www.global.gotomeeting.com/join/129137317> or by calling +1 (571) 317-3122 and enter Access Code: 129-137-317

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In person at 902 Court Boardroom: Chairman Chapman, Supervisor Brad Golightly, Chuck Sinnard – DC Attorney, Beth Deardorff– Human Resources Director, Todd Noah – IS Director, Melinda Harney – Administrative Assistant, Julia Helm – DC Auditor,

By phone: Supervisor Mark Hanson, Rob Tietz – Operations Director, Ron Herring – Facilities, Chad Leonard – DC Sheriff, Jerry Purdy - Farnsworth Group, Inc., Kelly Campbell – US Census, Steve Van Ort – Polk Co. Supervisor, Heather Garcia – Executive Director Central Iowa WD Region 11, Tim Doud – DMACC, Mark Lee, Joe Cerwinski– Raccoon Valley Radio and Jim Caufield – The Perry News

Item 1: Call to Order - Chairman Chapman called the meeting to order at 9:01 a.m.

Item 2: Approve Agenda - Chapman stated that the GoToMeeting link for tonight's public hearing has expired so the public hearing will need to be postponed.

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

Item 3: Open Forum – Kelly Campbell – Senior Lead Partnership Specialist for the U.S. Census
Mr. Campbell stated that Dallas County is at 64% participation with the State of Iowa at 62% participation which is 2nd in the nation. He reported that the Linden area is the lowest in the county at 47% participation. He said that at the end of April the Census would be sending out the paper questionnaire. Hanson asked how residents are contacted. Campbell stated that a questionnaire was emailed or sent to every household address on file.

Item 4: Consent Agenda

- A) Payroll and Disbursements from 4/24/2020
- B) Receive Departmental Reports
 - Ortonville Lagoon March 2020
 - Sanitary Disposal Recycling Report March 2020
- C) Manure Management Reports
 - Washington Livestock, Washington Twp
 - Runway Pork #1, Dallas Twp
 - Runway Pork #2, Dallas Twp
- D) Drain Claim #37

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

Item 5: Disc/Action Re: Supervisors Minutes from 4/21/2020

Motion by Hanson and seconded by Golightly to approve the 4/21/2020 minutes as presented. All ayes. Motion carried.

Item 6: Disc/Action Re: Payroll Change Notices

Beth Deardorff presented the following payroll change notices:

Emergency Management – Request to hire a full-time Emergency Management Specialist

Motion by Hanson and seconded by Golightly to receive and file the payroll changes from the Emergency Management Office as submitted. All ayes. Motion carried.

Item 7: Disc/Action Re: Set time and Date for Public Hearing Reclassify Ute Court to Level A Status

Motion by Golightly to set time and date for a Public Hearing on May 12, 2020 at 10:00 a.m. in the 902 Court Boardroom.

Hanson seconded for discussion

The Board discussed the issues with holding public hearing online.

Hanson asked about the development agreement. Sinnard stated that both parties have reviewed and are close to finalizing the development agreement.

Mark Lee asked about how the board is deciding on handling public hearings.

Chapman stated that the public may have questions and want to attend a public hearing about this topic. He said that it was in everyone's best interest to set the date into the future so everyone is safe.

Golightly amended his motion to set time and date for a Public Hearing on Reclassifying Ute Court to a level A status to May 19, 2020 at 9:30 a.m. in the 902 Court Boardroom. Hanson seconded the amended motion. All ayes. Motion carried.

Item 8: Disc/Action Re: Auditor's Election Equipment Professional Services Contract

Auditor Helm stated that this is a yearly contract with RBM who handles the maintenance on the voting tabulation equipment. She did speak with Attorney Sinnard and RBM to make any changes to the contract.

Motion by Golightly and seconded by Hanson to approve the RMB Consulting Agreement for the Auditor's Election Equipment and authorize the chair to sign. All ayes. Motion carried.

Item 9: Disc/Action Re: Resolution 2020-0040 Local Budgets Certification

Motion by Hanson and seconded by Golightly to approve Resolution 2020-0040. All ayes. Motion carried.

**RESOLUTION 2020-0040
FY2021 Local Budgets Certification**

WHEREAS, Section 24.17 of the Iowa Code states: *The local budgets of the various political subdivisions shall be certified by the chairperson of the certifying board or levying board, as the case may be, in duplicate to the county auditor not later than March 15 of each year on forms, and pursuant to instructions, prescribed the department of management...*; and

WHEREAS, the local budgets referenced above are the Emergency Management Commission (29C.17), Joint E911 Service Board (34A.7), Agricultural Extension (176A.8), Assessor (441.16), Area Hospital (145A.14), Fox Creek Benefited Water District (357.25); and

WHEREAS, the local budget forms referenced above indicate the certification of said local budgets are to the county auditor and board of supervisors; and

WHEREAS, the Dallas County Auditor is now providing notification to the Dallas County Board of Supervisors of said FY2021 local budget certifications; and

NOW THEREFORE BE IT RESOLVED that the Dallas County Board of Supervisors acknowledge that each FY2021 local budget referenced in this Resolution was certified to the Dallas County Auditor, and that each individual certified FY2021 local budget is on file in the Dallas County Auditor's Office.

AYE

NAY

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

Dated this 28th day of April, 2020

ATTEST: Julia Helm, Dallas County Auditor

Item 10: Disc/Action Re: Resolution 2020-0041 Township Budget Certification Acknowledgement

Motion by Golightly and seconded by Hanson to approve Resolution 2020-0041. All ayes. Motion carried.

**RESOLUTION 2020-0041
FY2021 Township Budget Certification**

WHEREAS, Section 359.49(7) of the Iowa Code states: *After the meeting on the proposed budget, the board of trustees shall adopt by resolution a budget for at least the next fiscal year, and the clerk shall certify the necessary tax levy for the next fiscal year to the county auditor and the county board of supervisors by March 15; and*

WHEREAS, all 16 Townships within Dallas County adopted and certified their budgets to the Dallas County Auditor by March 16, 2020 (March 15, 2020 fell on a Sunday); and

WHEREAS, the Dallas County Auditor is now providing notification to the Dallas County Board of Supervisors of said FY2021 Township budget certifications; and

NOW THEREFORE BE IT RESOLVED that the Dallas County Board of Supervisors acknowledge that each FY2021 Township Budget was certified to the Dallas County Auditor by March 16, 2020, and that each individual certified FY2021 Township Budget is on file in the Dallas County Auditor's Office.

AYE

NAY

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

Dated this 28th day of April, 2020

ATTEST: Julia Helm, Dallas County Auditor

Item 11: Disc/Action Re: Resolution 2020-0039 Approve Sale & Conveyance of Vacated Secondary Roads Buildings

Motion by Golightly and seconded by Hanson to approve Resolution 2020-0039. All ayes. Motion carried.

RESOLUTION 2020-0039

WHEREAS, the Board of Supervisors of Dallas County previously resolved, after public hearing, to sell real property owned by the County through sealed bid followed by a “bid-off” on each separate property with a maximum of the top five (5) bidders bidding for each individual property; and

WHEREAS, bids having been received and a bid-off held for each separate property; and

WHEREAS, the highest bid received for each property is:

A property located at NWC Luther St /Martin Ave Bouton, IA S100' E1/2 BLK 1 Wolf's Addition. High Bid awarded to Dose Holdings, LLC

A property located at Hoile St Dawson, IA S50' OF N164' E80' W473' NW SW & Vacated Streets. High Bid awarded to Robert Muir

A property located at 333 Baker St Minburn, IA Auditors Plat 20 Lot I. High Bid awarded to David Mickelson

A property located at 701 Pleasant St Van Meter, IA Clayton's Addition Out Lot 1. High Bid awarded to Nathan Steffes

A property located at 106 9th St Woodward, IA South Woodward Lot 10 Block 18. High Bid awarded to Jim Harney

A property located at 205 Ashworth Dr. Waukee, IA All N of HWY & S & W OF RR SE NE. High Bid awarded to the City of Waukee.

WHEREAS, the Board of Supervisors of Dallas County pursuant to Iowa Code Section 331.361 has held a public hearing on the bids and has accepted the aforementioned highest bids for each of the properties listed.

NOW THEREFORE BE IT RESOLVED by the Dallas County Board of Supervisors that the aforementioned bids made by Dose Holdings, LLC, for the Bouton property, Robert Muir, for the Dawson Property, David Mickelson for the Minburn property, Nathan Steffes for the Van Meter property, Jim Harney for the Woodward property and the City of Waukee for the Waukee Property respectively, are hereby accepted. That the deeds for each property have been approved by the Board, and the Board authorizes the chair to sign the deeds on behalf of the County. Each deed is to be delivered to the respective buyer upon payment of the purchase price, so that the buyer may record the deed and take possession of said property.

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

NAY

Dated this 28th day of April 2020
ATTEST: Julia Helm, Dallas County Auditor

The Board recessed at 9:54 a.m. and reconvened at 10:00 a.m.

Item 12: 10:00 a.m. Disc/Action Re: Central Iowa Workforce Development Region 11 28E Agreement
Steve Van Ort – Polk Co Supervisor and the Chairman of Central Iowa Workforce Region 11
Heather Garcia – Executive Director of Region 11

Van Ort stated that this reorganization has an expanded deadline with five of the eight counties in the region being part of a 28E. He stated that the counties would serve on a voting board to disburse federal monies and review programs outlined in the 28E. He reported that DMACC is the fiscal agent until September but he has approached Polk County to coordinate the expenses. He said that DMACC is also the service provider with the new 28E the fiscal agent cannot also be the service provider.

Heather Garcia stated that by September 1 a fiscal agent would be selected and a RFP would be used to choose the provider with a contractual agreement with the scope of work and the monies paid by January 1.

Golightly had concerns about misspent dollars and county liability. Ms. Garcia stated that there are checks and balances in place along with insurance to protect the entities. She stated that counties do not have an option to opt out from the liability but they can serve on the board to make sure monies are disburse correctly.

Chapman asked about by-laws. Van Ort stated that the by-laws are being written and would be shared with the region counties before the 28E is signed.

Item 13: Disc/Action Re: Janitorial Services Contracts

Tietz presented the Midwest Janitorial Services contract for the Adel downtown campus buildings and the Denise Cox contract for the Human Services Campus. Tietz stated that the contracts were review by Attorney Sinnard with a propose start date of June 1, 2020. The Board discussed the 30 day termination notice.

Motion by Hanson and seconded by Golightly to approve the contracts with Midwest Janitorial Services and Denise Cox for Janitorial Services and authorize the chair to sign. All ayes. Motion carried.

Item 14: Disc/Action Re: DMACC Farm Lease

Golightly asked about the square footage of the classroom and then the shop area. Tim Doud, DMACC, stated that the classroom has 1025 sq. feet and the shop has 1400 sq. feet.

Golightly stated that he was looking into ISU rate formulas for the buildings and that he felt the County doesn't need to make a profit. He said the space is being used for public purposes but would like to collect rent for the maintenance of the building.

Doud said he did have a 2010 copy of ISU rent formulas but felt it was out of date. Tietz stated that if an up to date formula was found, the county could apply those rates to all the buildings DMACC utilizes at the Human Services Campus. The Board consensus is to apply a ISU formula to all the buildings that are occupied by DMACC for the lease.

Doud stated that he will work to get an updated rate survey and then the square footage of each building DMACC utilizes.

Item 15: Postponed 6:00 p.m. Disc/Action Re: Public Hearing Continued Resolution 2020-0023

Motion by Hanson and seconded by Golightly to continue the public hearing for Resolution 2020-0023 until May 19, 2020 at 6:00 p.m. All ayes. Motion carried.

Item 16: Other Business

Tietz stated that 918 Court was being cleaned so it can be turned over to the landlord later this week. Tietz said that the modular wall and the DL counter have been removed. Chapman asked that the lease agreement be reviewed.

Harney asked if the Woodward rural recycling container location should be put on the agenda for discussion. Chapman stated it needed to go on the agenda.

Hanson stated that a discussion is needed with Purdy about building proposal improvements to the courthouse.

Item 17: Motion to Adjourn - Motion by Golightly and seconded by Hanson to adjourn the meeting at 11:24 a.m. All ayes. Motion carried.

Julia Helm, Dallas County Auditor

Kim Chapman, Chairman