

STATE OF IOWA )  
) Ss:  
DELAWARE COUNTY )

June 19, 2017  
Manchester, Iowa  
1:15 p.m.

The Delaware County Board of Supervisors met in regular session this date at 1:15 p.m. with all members present. Also present were Russ Sporer, Delma Hardin, James Rochford, Jessica Pape, Gary Lincoln, Daneen Schindler, Larry Hillers, Willene White, Anthony Bardgett, Carla Becker, and one member of the media. Chairperson Madlom called the meeting to order.

**Motion made** by Buschmann, second by Helmrichs and carried to approve the agenda as posted. All Ayes

**Motion made** by Helmrichs, second by Buschmann and carried to approve the minutes from the last meeting. All Ayes

**Motion made** by Buschmann, second by Helmrichs and carried to acknowledge the following employees to attend their respective out-of-county meetings: Retroactively for Peggy Petlon to attend a crisis meeting in North Liberty on June 15<sup>th</sup>; and Daneen Schindler to attend the Recorder's Summer School in Okobojo June 21<sup>st</sup> – June 23<sup>rd</sup>. All Ayes

**Motion made** by Helmrichs, second by Buschmann and carried to approve the following claims for payment:

Maquoketa Valley REC	Electrical Power	1950.23
Mediacom LLC	Telephone Services	42.47
US Cellular	Telephone Services	1524.17
Verizon Wireless	Telephone Services	78.42
Windstream	Telephone Service	318.79

All Ayes

There were no "Applications for Underground Construction on Delaware County Right-of-Way" submitted for consideration.

**Motion made** by Buschmann, second by Helmrichs and carried to acknowledge receipt of the following manure management plan updates: Justin and Kevin Nieman in Section 14 of Delhi Township; Brandel Farms, LLC in Section 30 of Honey Creek Township; Three M Pork, LLC in Section 22 of Prairie Township; and Progressive Pork L.C. Site 1, Kent Keppler, in Section 30 of Richland Township. All Ayes

#### **Presentation of FY 17-18 Public Health Services Contract – Delma Hardin**

Delma Hardin, Delaware County Public Health Manager, addressed the Board regarding the FY 17-18 service contract renewal. The county's monetary support for FY 2017-18 is \$131,325.00 as approved during the budget process. Since 2008, the Board has increased its annual financial support of Public Health by 16.5%. The county also serves as a "fiscal pass through" for the Local Public Health Services Grant. The grant amount for FY 17-18 is \$49,374. Three percent (3%) of this allocation is held back as a contingency by the state. Thus, the initial appropriation will be \$47,892.78. These grant monies have been slowly decreasing. Over the past ten years, the annual amount has gone from \$72,918 down to the current projection of \$49,374. This is a 32% decrease (34% based on the 97% appropriation). Overall, this amounts to a 3% decrease in funding for the program. These monies are used for nursing services as well as reportable diseases, disease follow-ups, collaborations with schools, etc.

Ms. Hardin thanked the Board for their support of public health. She also noted, if this trend continues, she might need to sit down with the Board to look at the services they can afford to provide. The Board thanked Ms. Hardin for her presentation. Supervisor Helmrichs stated that the Public Health Program provides quality service to those who need it most.

**Motion made** by Helmrichs, second by Buschmann and carried to approve the FY 2017/18 Public Health Services Contract with \$131,325.00 in county support and \$49,374.00 for the Local Public Health Grant pass through. All Ayes

#### **Discussion Regarding Local Option Sales and Services Tax Renewal**

The current 1% Local Option Sales and Services Tax (LOSST) in the rural areas of Delaware County expires on December 31, 2019. This is true for all of the cities within the county as well, except for the cities of Edgewood and Dyersville whose ordinance does not sunset. Board members expressed a strong need for the renewal of this 1% sales tax. Since its implementation, these monies have been used to fund various projects at several different locations across the county such as the Conservation Building at Bailey's Ford Park, the courthouse, and Delaware County Fairgrounds. However, the majority of the monies have been used to pave roadways and maintain former LOSST funded paving projects across the county. County Engineer Anthony Bardgett would hate to lose this funding source. LOSST has helped keep their paved roadways in good condition. During this renewal process, the Board will need to decide the proposed usage of the monies. They will also need to decide if they wish to keep a 10-year sunset clause in the language. In a recent survey of counties with similar 1% sales tax in effect, less than 1/3 of those responding included a sunset clause within their ordinance.

Board members are considering passing a resolution to place the renewal question on the ballot in November to coincide with the City Elections. This would save the cities the cost of a Special Election next year. Chairperson Madlom requested that the County Engineer and County Auditor work with the County Attorney's Office to draft a couple different options regarding ballot language for the Board to consider at a meeting sometime in July.

#### **Presentation of Insurance Quotes – James Rochford and Larry Hillers – ICAP/IMWCA**

James Rochford presented the Board a detailed quotation with totals as follows:

General Liability, Auto etc. (Total package)	\$114,464.41
Workers Compensation	\$ 94,469.00
Total	\$208,933.00

The county's current policy with EMC has 1,000,000 per occurrence limits with up to \$2,000,000 aggregate limit and a \$10,000,000 umbrella. ICAP is a bit different in that each occurrence limit is \$11,000,000 with no aggregate limit. If approved, ICAP would also have an appraiser calculate the replacement value for all county-owned facilities. The quote also includes a \$200,000 bond. The Board thanked Mr. Rochford and Mr. Hillers for their quote. Chairperson Madlom informed those present that the renewal quote from EMC (Dolan Insurance) was been received. Board members will do their own research and comparisons with the final discussion and consideration being placed on the June 26<sup>th</sup> agenda.

**Motion made** by Buschmann, second by Helmrichs and carried to approve the Fireworks Display Permit for Brad LeClere to hold a display at 1625 310<sup>th</sup> Street in Ryan on July 1, 2017. Jim Salow will be the operator with no scheduled raindate. All Ayes

**Motion made** by Helmrichs, second by Buschmann and carried to approve the following wages for FY 2017-18:

SHERIFF'S DEPARTMENT			SALARY/WAGE	PER HOUR	OVERTIME
Eric Brooks	Chief Deputy	82%	\$65,374.00	\$31.42	\$47.130
Travis Hemesath	Patrol Deputy	79%	\$62,982.00	\$30.27	\$45.405
Brian Hillebrand	Patrol Deputy	79%	\$62,982.00	\$30.27	\$45.405
Eric Holub	Patrol Deputy	80%	\$63,779.00	\$30.66	\$45.990
Jill Knipper	Investigative/Patrol Deputy	79%	\$62,982.00	\$30.27	\$45.405
	11/3/2017	79.5%	\$63,381.00	\$30.47	\$45.705
Mitchel Knipper	Patrol Deputy	77%	\$61,387.00	\$29.51	\$44.265
	8/20/2017	79%	\$62,982.00	\$30.27	\$45.405

Matthew Menard	Patrol Deputy	79%	\$62,982.00	\$30.27	\$45.405
Clayton Miller	Patrol Deputy	79%	\$62,982.00	\$30.27	\$45.405
Keith Rowley	Patrol Deputy	80%	\$63,779.00	\$30.66	\$45.990
Casey Snyder	Jail Administrator/Deputy	81%	\$64,576.00	\$31.04	\$46.560
Lucas Thomsen	Patrol Deputy	80%	\$63,779.00	\$30.66	\$45.990
Michael Wilson	Patrol Deputy	80.5%	\$64,178.00	\$30.85	\$46.275
Alicia Cooke	Jailer			\$16.13	\$24.195
	8/1/2017			\$16.97	\$25.455
JoEtte Orcutt	Jailer			\$17.47	\$26.205
Paul Glaza	Jailer			\$16.97	\$25.455
Kristine Hansen	Jailer			\$16.97	\$25.455
Clark Tyrrell	Jailer			\$16.97	\$25.455
Zachary Roths	PT Jailer			\$14.74	\$22.11
	10/21/2017			\$16.97	\$24.455
Judy Lee	Sheriff's Office Manager			\$21.93	\$32.895
<b>AUDITOR'S OFFICE</b>					
Julie Hackbarth	Deputy Auditor		\$48,672.00		
Monica Heiserman	Deputy Auditor		\$51,825.00		
Peggy Hildebrand	Deputy Auditor		\$43,715.00		
Anne Rave	Deputy Auditor		\$51,825.00		
<b>RECORDER'S OFFICE</b>					
Marsha Mescher	Deputy Recorder		\$50,717.00		
<b>TREASURER'S OFFICE</b>					
Michele Africa	Deputy Treasurer		\$49,358.00		
Jenny Eschen	Deputy Treasurer		\$36,662.00		
Karol Johnson	Deputy Treasurer		\$49,975.00		
Barb Robinson	Deputy Treasurer		\$49,975.00		
<b>COUNTY ATTORNEY OFFICE</b>					
Kathy Hauschild	Office Manager		\$49,472.00		
Courtney Vorwald	Assistant Co. Atty		\$60,410.00		
<b>COURTHOUSE MAINTENANCE</b>					
David Timmer	Custodian			\$17.12	\$25.68
<b>EMERGENCY MANAGEMENT</b>					
Mike Ryan	EMA Coordinator		\$47,476.00		
<b>COUNTY SERVICES OFFICE</b>					
Mike Corkery	Co.Serv. Director/E911		\$60,740.00		
Dennis Lyons	Sanitation		\$43,376.00		
Communications Officers/Dispatchers				\$13.50	
<b>COMMUNITY SERVICES/VA/GA</b>					
Peggy Petlon	CPC Director/VA/GA		\$70,132.00		
Carolyn Becker	Case Manager/Social Worker		\$45,296.00		
Linda Burr	Comm. Life Program Coordinator		\$40,139.00		
Kim Gehling	Targeted Case Manager		\$53,831.00		
Raylynn Lee	GA/VA Assist/Regional Social Worker		\$38,187.00		
Michael Motto	Case Manager		\$47,212.00		
Laura Schuman	Case Manager		\$46,182.00		
Carol Krogmann	Comm. Life Program Coordinator/Office Asst.		\$35,096.00		
Katie McCusker	Office Manager/CPC Assist.		\$38,461.00		
Maureen DeShaw	Community Life Trainer			\$10.46	\$15.69
Rebecca Heims	Pt. Community Life Trainer			\$11.03	\$16.54
Alicia McFann	Community Life Trainer			\$9.75	\$14.62
Stacy Wessels	Community Life Trainer			\$14.38	\$21.57
Bea Wheeler	Community Life Trainer			\$10.73	\$16.09
Nicole Recker	MH Advocate			\$17.00	\$25.50
<b>COUNTY ASSESSOR'S OFFICE</b>					
Danny Lett	Assessor		\$66,405.00		
Dixie Willman	Chief Deputy Assessor		\$51,825.00		
Kurt Funke	Appraiser		\$45,239.00		
Karen Knipper	Pt Clerk			\$17.82	
Karen Knipper	Board of Review Clerk			\$16.26	
<b>CONSERVATION DEPARTMENT</b>					
Garlyn Glanz	Conservation Director		\$62,806.00		
Ron Glanz	Operations Supervisor			\$22.56	\$33.84
Kevin Offerman	Maintenance Supervisor			\$22.56	\$33.84
Julie Diesch	Office Administrator			\$17.69	\$26.54
Carey Atkinson	Seasonal Park Maintenance			\$12.30	\$18.45
Ron Bailey	Camp Fee Collector			\$2.40/ camp fee collected	
Kirt Caes	Seasonal Park Maintenance			\$12.00	\$18.00
Richard Cook	Seasonal Park Maintenance			\$12.30	\$18.45
Richard Elledge	Seasonal Park Maintenance			\$12.00	\$18.00
Jessie Fierstine	Seasonal Park Maintenance			\$8.00	\$12.00
Mike Myers	Seasonal Park Maintenance			\$12.15	\$18.23
Pam Schaffer	Camp Fee Collector			\$11.90	\$17.85
<b>SECONDARY ROAD</b>					
Don Boeding	Maintenance Person			\$23.29	\$23.45
Brad Burger	Land Surveyor			\$28.07	N/A
Douglas Bush	Equipment Operator			\$23.45	\$23.45
Craig Davis	Asst. to the Engineer		\$ 108,206.65		
Dean W. Dempster	Maintenance Person			\$23.29	\$23.45
Christopher Deutmeyer	Maintenance Person			\$23.29	\$23.45
Dennis Dugan	Equipment Operator			\$23.45	\$23.45
Ronald Dzaboff	Shop Foreman			\$26.66	N/A
Wade Feldmann	Maintainer Operator			\$23.29	\$23.45
Brett Fessler	Maintainer Operator			\$23.29	\$23.45
Shawn Foster	Mechanic			\$23.93	N/A
Jason Groskurth	Maintenance Person			\$23.29	\$23.45
Randall Gudenkauf	Maintainer Operator			\$23.29	\$23.45
Mike Hageman	Maintainer Operator			\$23.29	\$23.45
Christopher Hucker	Maintainer Operator			\$23.29	\$23.45
Dean Kelchen	Maintenance Person			\$23.29	\$23.45
Eric Klaren	Maintainer Operator			\$23.29	\$23.45

Dean Klostermann	Maintenance Person	\$23.29	\$23.45
Casey Langel	Equipment Operator	\$23.45	\$23.45
Jeff Lyness	Equipment Operator	\$23.45	\$23.45
Jason Maiers	Sign Person	\$23.29	\$23.45
Kelly McDowell	Maintenance Person	\$18.63	\$18.76
Steve Naber	Maintenance Person	\$23.29	\$23.45
Patrick Oberbroeckling	Foreman	\$32.29	N/A
Andrew Salow	Equipment Operator	\$23.45	\$23.45
Linda Schaul	Office Manager	\$24.65	N/A
Pat Schmitz	Mechanic	\$23.93	N/A
Dan Stelken	Maintainer Operator	\$18.63	\$18.76
Mark Thole	Maintainer Operator	\$23.29	\$23.45
Michael Wilhelm	Maintainer Operator	\$23.29	\$23.45
Tony Funke	Seasonal Roadside Mower	\$14.00	
Alex Linderwell	Seasonal	\$11.00	

This listing includes all agency fund salaries/wages approved by their respective Boards effective July 1, 2017 and excludes all elected officials. Election officials and Election Chairpersons/runners will remain at \$9.00/hour and \$10.75/hour respectively. All Ayes

**Motion made** by Buschmann, second by Helmricks and carried to approve the following resolution:

**RESOLUTION NO. 2017-045  
APPROPRIATIONS FY 2017/2018**

**WHEREAS**, it is desired to make appropriations for each of the different county officers and departments for the fiscal year beginning **July 1, 2017**, in accordance with Section 331.434, Subsection 6, of the Code of Iowa,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Delaware County, Iowa, as follows:

**Section 1.** The amounts itemized by fund and by department or office on the following schedule are hereby appropriated from the resources of each fund so itemized, the department or office listed in the first column on the same line of the schedule.

**Section 2.** Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations from the itemized fund, effective **July 1, 2017**.

**Section 3.** In accordance with Section 331.437, Code of Iowa, no department or county official shall expend or contract to expend any money or incur any liability, or enter into any contract, which by its terms, involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

**Section 4.** If at any time during the **2017/2018** budget year the Auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the Board and recommend appropriate corrective action.

**Section 5.** The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor shall report the status of such accounts to the applicable departments and offices monthly, during the **2017/2018** budget year.

**Section 6.** All appropriations authorized pursuant to this resolution lapse at the close of the business day on **June 30, 2017**. he **2016/2017** fiscal year budget appropriated and accounted for by department and fund is as follows:

<b>Department</b>	<b>General Basic</b>	<b>General Supple.</b>	<b>MH/DD Fund</b>	<b>Rural Services</b>	<b>Secondary Road</b>	<b>Other</b>	<b>Total</b>
Supervisors	1,072,247	924,965		106,700			2,103,912
Auditor	196,831	346,111					542,942
Treasurer	348,722	53,172					401,894
Attorney	271,302	43,656					314,958
Sheriff	2,215,077	282,708				12,215	2,510,000
Clerk of Court		72,000					72,000
Recorder	165,548	29,814				7,500	202,862
Community Services	183,627	6,760				36,700	227,087
Case Management	192,019	45,298					237,317
Community Life	236,052	62,777					298,829
County Engineer					8,683,822		8,683,822
Veteran Affairs	93,792	8,261					102,053
Conservation	636,901	43,236				61,905	742,042
Local Health	131,325						131,325
Weed Commissioner				13,250			13,250
Human Services	26,500						26,500
County Farm	50,800						50,800
Medical Examiner	35,000						35,000
County Services	99,277	16,428		104,695			220,400
County Library				82,724			82,724
Historical Society	14,500						14,500
Mental Health			973,827				973,827
Non-departmental						469,686	469,686
<b>Totals</b>	<b>\$5,969,520</b>	<b>\$1,935,186</b>	<b>\$973,827</b>	<b>\$307,369</b>	<b>\$8,683,822</b>	<b>\$588,006</b>	<b>\$18,457,730</b>

Dated this 19<sup>th</sup> day of June 2017.

Delaware County Board of Supervisors  
/S/ Jeff Madlom, Chairperson  
All Ayes

Attest:  
/S/ Carla K. Becker, County Auditor

**Motion made** by Helmricks, second by Buschmann and carried to approve the FY 17/18 Information Technology Services Agreement and Licensed Code Support Agreement renewals with Solutions, Inc. All Ayes

**Motion made** by Buschmann, second by Helmricks and carried to approve the following resolution:

**RESOLUTION NO. 2017-046  
BRIDGE EMBARGO**

**WHEREAS**, The Board of Supervisors is empowered under authority of Sections 321.236

Sub. (8), 321.471 to 321.473 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

**WHEREAS**, the Delaware County Engineer has caused to be completed the Structure Inventory and Appraisal of certain bridges according to accepted Bridge Inspection Standards and has determined that the bridge below requires a revision to its current load rating,

**NOW, THEREFORE, BE IT RESOLVED** by the Delaware County Board of Supervisors that the following vehicle and load limit be established and that signs be placed advising of the permissible maximum weight thereof on the bridge listed herein.

Location 245<sup>th</sup> Avenue in Section 9 of Delhi Township

Old Posting: None

New Posting: 10 Tons All Vehicles

Passed and approved this 19<sup>th</sup> day of June, 2017.

/S/ Jeff Madlom, Chairperson

Board of Supervisors

Recommended:

/S/ Anthony Bardgett, County Engineer

Attest:

/S/ Carla Becker, County Auditor

County Engineer Anthony Bardgett stated that the abutment pilings are starting to show signs of deterioration. This bridge is scheduled for replacement in fiscal year 2017/18. All Ayes

**ENGINEER'S REPORT**

**220<sup>th</sup> Ave Bridge Project** – Taylor Construction is continuing to work on the substructure.

**Quaker Mill Dam and Stream Realignment** – Top Grade has not yet set a schedule for the channel excavation.

**C64 Paving Project** – All paving operations were completed last week. Just pavement markings and rumble strip panels remain before project completion.

**Contract Rock** – BARD is currently placing contract rock in the south central area of the county. They are well ahead of schedule since the the late start date for the project is not until June 26, 2017 with 40 working days allocated for completion.

**NEXT MEETING** –The next regular session will be held on Monday June 26, 2017 at 1:15 p.m.

**PUBLIC COMMENTS** – Jessica Pape, Director for the Manchester Chamber of Commerce, addressed the Board regarding the Millennial Roundtables they have been holding in cooperation with NICC/MREP. Millennials are roughly between the ages of 22 and 35. The first roundtable had approximately 30 people and the second around 20. Both groups were very diverse. From these discussions, they have discovered that Millennials have a desire to get involved and volunteer; however, they do not know how to go about it. The Chamber is looking at creating a volunteer database. This is being done on a larger scale in Dubuque with Resources United. They are also looking at doing a business summit in the fall. The Chamber would also like to start providing welcome bags to all new residents to get them more familiarized with the community.

There being no further comments or business before the Board, Chairperson Madlom called for a motion to adjourn.

**Motion made** by Helmrichs, second by Buschmann and carried to adjourn the meeting at 2:00 pm. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor