

March 24<sup>th</sup>, 2020

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, March 24<sup>th</sup>, 2020, with Chairman Tom Broeker, Vice-Chair Bob Beck and Jim Cary present. Due to the Coronavirus Pandemic declaration, this meeting was held electronically via Webex and YouTube live streaming. Public input was available through board email or call in.

Unless otherwise noted, all motions passed unanimously. The Pledge of Allegiance was conducted.

Meet with Department Heads via Webex: Maintenance Supervisor Rodney Bliesener stated a drop box is available in the handicap vestibule for public to drop off payments or paperwork for any department. County Engineer Brian Carter gave a project update. The rock haul program is proceeding, and county trucks are hauling, and the contract haul is working on Irish Ridge Road right now. He reported the Airport improvement project is beating up the roads in that area especially 60<sup>th</sup> St and they are keeping an eye on the situation. North Gear Avenue is closed, and the contractor has started the project and removed the old concrete on the hill. The Mediapolis Road bridge projects contractor hopes to start the week of April 13<sup>th</sup>. Carter reminded any political candidates that political signs must be on private property and cannot be on the shoulder of any road. Conservation Director Chris Lee reported all offices are still closed but they are working on the parks and opening them soon, but he requested campers to follow Health Department and CDC rules. They are welcoming visitors to the parks but stay separated. The shower houses will not be open and debating about fencing off the play area at Big Hollow to prevent kids from using during the Coronavirus. His crews are getting ready for the spring river flooding. Public Health Administrator Christa Poggemiller reported they have been busy with COVID-19 situation. They are closed to the public and only providing essential services. The Public can still call for appointments but there are no walk-in clinics, and no homemaker services except for essential needs. Environmental is working case by case and lead inspections are suspended. They are keeping the county website and Health Dept Facebook page updated. Emergency Management Director Gina Hardin stated she is monitoring COVID-19 and spring flooding situation. The expected flood stage is 17.1. WebEOC can monitor other counties and state. Coordinating with hospital and Iowa has been declared a disaster area and assistance is available. The Virtual Emergency Center via ZOOM will open at 10AM and will be monitoring the situation the next four days. CDS Director Ken Hyndman reported SEIL is working on contracts with providers via ZOOM and the process should be complete by 3/31. Sheriff Mike Johnstone stated everything is going well and thanked Christa Poggemiller and Gina Hardin for helping make the office safe with Personal Protection Equipment (PPE). They are still providing services as needed. Clerk of Court Jackie Myers stated the courts are providing services for the public with a reduced staff. She thanked Maintenance for providing the drop box. County Treasurer Janelle Nalley-Londquist reminded everyone property tax payments can be made online, by mail or the drop box at the courthouse. The State has waived late penalties. Motor vehicle renewals can be done with the same process as property taxes. She emphasized that Echeck only cost \$0.25 to process compared to using a credit card. County Attorney Lisa Schaefer reported the cancellation of depositions for the next 4 to 6 weeks. She stated they are preparing for the storm when courts open back up and a drop box has been installed at their office. Land Use Administrator Zach James reported the Planning Commission office is closed to the public and they are encouraging questions via phone or email. The Board of Adjustment will be conducting a meeting via ZOOM because they have two variances to review. County Auditor Terri Johnson reported the primary election candidate filing deadline is Wednesday, March 25<sup>th</sup> at 5PM. Johnson received information from the Secretary of State's Office stating the Primary Election will be held on June 2<sup>nd</sup> as planned. Other precautions will be taken by encouraging voters to vote absentee by mail which the start date for mailing ballots was extended to 40 days before the election (April 23), in person absentee voting will not start until 29 days before the election (May 4) and voting precincts can be combined into fewer locations. IT Director Colin Gerst stated his department has been busier than anticipated and working on remote access.

Broeker stated there are three public hearings for the general obligation bond loan. Beck motioned to open the first public hearing and seconded by Cary. Broeker stated the first hearing was a proposal to enter into a certain loan agreement in an amount not to exceed \$2,750,000 for the purpose of paying the cost of County health, workers compensation and liability insurance programs. There were no public or written comments. Cary motioned to close the public hearing and seconded by Beck. Cary motioned to open the second public hearing and seconded by Beck. Broeker stated the second hearing was a proposal to enter into a certain loan agreement in an amount not to exceed \$550,000 for the purpose of paying the cost, to that extent, of making repairs and improvements to County buildings and acquiring equipment for County buildings. There were no public or written comments. Beck motioned to close the public hearing and seconded by Cary. Beck motioned to open the third public hearing and seconded by Cary. Broeker stated the third hearing was a proposal to enter into a certain loan agreement in an amount not to exceed

\$190,000 for the purpose of acquiring vehicles and equipment for the County Sheriff. There were no public or written comments. Cary motioned to close the public hearing and seconded by Beck.

Cary motioned to approve the Resolution to authorize a Loan Agreement and issue Bonds in an amount not to exceed \$3,490,000. Seconded by Beck. Roll-call vote: Beck – Aye, Cary – Aye, Broeker – Aye

#### **RESOLUTION NO. 2020-017**

Resolution expressing intent to authorize a Loan Agreement and issue Bonds in an amount not to exceed \$3,490,000 and providing for the levy of taxes to pay the same

WHEREAS, Sections 331.402, 331.441 and 331.442 of the Code of Iowa authorize counties to enter into loan agreements and borrow money for the purpose of paying the cost of various County insurance programs, making repairs and improvements to County buildings, acquiring equipment for County buildings and acquiring vehicles for County departments; and

WHEREAS, the Board of Supervisors (the “Board”) of Des Moines County, Iowa (the “County”), has proposed to enter into a loan agreement (the “Insurance Loan Agreement”) in a principal amount not to exceed \$2,750,000, pursuant to the provisions of Sections 331.402 and 331.441 of the Code of Iowa, for the purpose of paying the costs, to that extent, of County health, workers compensation and liability insurance programs, and has published a notice and held a hearing on that proposal; and

WHEREAS, the Board also has proposed to enter into a loan agreement (the “County Building Improvements and Equipment Loan Agreement”) in a principal amount not to exceed \$550,000, pursuant to the provisions of Sections 331.402 and 331.441 of the Code of Iowa, for the purpose of making repairs and improvements to County buildings and acquiring equipment for use in County buildings, and has published a notice and held a hearing on that proposal; and

WHEREAS, the Board also has proposed to enter into a loan agreement (the “Sheriff Vehicles and Equipment Loan Agreement”) in a principal amount not to exceed \$190,000, pursuant to the provisions of Sections 331.402 and 331.442 of the Code of Iowa, for the purpose of acquiring vehicles and equipment for the Sheriff, and has published a notice and held a hearing on that proposal and no petition has been filed requesting that an election be held on that proposal; and

WHEREAS, it is necessary at this time for the Board to express its intent to authorize the three loan agreements for the purposes set out above and to express its intent to issue General Obligation County Purpose Bonds in a principal amount not to exceed \$3,490,000 (the “Bonds”) to be issued in the future in evidence of the obligation of the County under those loan agreements;

NOW, THEREFORE, Be It Resolved by the Board of Supervisors of Des Moines County, Iowa, as follows:

Section 1. The County hereby determines to enter into a General Obligation County Purposes Loan Agreement in the future, providing for a loan to the County in a principal amount not to exceed \$3,490,000 for the purposes set forth in the preamble hereof.

Section 2. The County also determines to issue the Bonds at the time such funds are needed.

Section 3. For the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the principal of and interest on the Bonds, there is hereby ordered levied on all the taxable property in the County a direct annual tax for collection in the fiscal year beginning July 1, 2020, sufficient to produce the amount of \$3,468,284.

Section 4. A certified copy of this resolution shall be filed with the County Auditor, and the County Auditor is hereby instructed to enter for collection and assess the tax hereby authorized. When entering such taxes for collection, the County Auditor shall include the same as a part of the tax levy for Debt Service Fund purposes of the County and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the

County and set aside therein as a special account to be used solely and only for the payment of the principal of and interest on the Bonds and for no other purpose whatsoever.

Section 5. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved on March 24, 2020.

Tom Broeker  
Chairperson, Board of Supervisors

Attest: Terri Johnson, County Auditor

Public Hearing for FY2020/2021 County Budget. Beck motioned to open the public hearing and seconded by Cary. Broeker discussed the FY21 County Budget. The Levy rates will be set as follows: Urban at \$7.05 and Rural at \$11.00. No public input or comments were received. Cary motioned to close the public hearing and seconded by Beck.

Beck motioned to approve the Resolution to approve the FY2020/2021 County Budget. Seconded by Cary.

**RESOLUTION APPROVING FY2020-2021 BUDGET  
RESOLUTION #2020-018**

WHEREAS, the Des Moines County Board of Supervisors has considered the proposed FY2020-2021 county budget, and

WHEREAS, a Public Hearing concerning the proposed county budget was held this date, March 24, 2020, now

BE IT RESOLVED by the Des Moines County Board of Supervisors that the County budget FY2020-2021 as set forth in the budget summary, is hereby adopted, and the County Auditor is directed to make the necessary filing of said budget and to establish the accounting records in accordance with the attached schedules.

APPROVED this 24<sup>th</sup> day of March, 2020.

DES MOINES COUNTY BOARD OF SUPERVISORS

Tom Broeker, Chairman  
Jim Cary, Vice-Chairman  
Bob Beck, Member

ATTEST: Terri Johnson, Auditor

Payroll Claims Reimbursements in the amount of \$102.32 and Non-Cash in the amount of \$75.00 was presented. Beck motioned to approve and seconded by Cary.

Janitorial quotes for services for the Correctional Center, Community Services Office, Conservation Office and Secondary Roads Office were presented by Maintenance Supervisor Rodney Bliesener. Service Master quote \$49,920 and Porter Cleaning quote \$47,050. Bliesener stated these are one-year agreements and will be reviewed yearly. Cary motioned to approve the Porter Cleaning quote and seconded by Beck.

Personnel Actions: Conservation – Marissa Purdum, Seasonal Tech. New hire starting on or after 4/6 and ending before 9/25. New rate \$12.00 hr. Tanner Gebhardt, Summer Intern. Hew hire starting on or after 5/4 and ending before 8/29. New rate \$12.00 hr. Ryle Koenig, Summer Intern. Starting on or after 5/4 and ending before 8/29. New rate \$10.00 hr. Kamryn Wittkop, Summer Intern. Starting on or after 5/4 and ending before 8/29. New rate \$10.00 hr. Beck motioned to approve all four and seconded by Cary.  
Correctional Center – Austin Dunham, Correctional Officer – Fulltime. 30-month step increase. New rate \$42,426.82 yr., effective 3/26. Cary motioned to approve and seconded by Beck.  
Maintenance – Gauge Johnson, Lead Maintenance. New hire, new rate \$28,110.02 yr., effective 3/23. Beck motioned to approve and seconded by Cary.

Cary motioned to approve the March 17<sup>th</sup>, 2020 meeting minutes. Seconded by Beck.

Beck motioned to approve the March 18<sup>th</sup>, 2020 special meeting minutes. Seconded by Cary.

Other Business – Cary stated Iowa Work Force is realigning with four other counties – Muscatine, Clinton, Scott and Jackson. The CEO's need a secretary and have asked Des Moines County to be the employer of record since the Iowa Work Force office is in Des Moines County, but the CEO's will be meeting in Muscatine County. They will have a work session to discuss what this entails and then Des Moines County will need to setup a work session later to discuss.

Future Agenda items – Broeker requested a COVID-19 update be added to the agenda after meeting with Department Heads / Elected Officials for as long as needed and the Secondary Roads 5-yr Road Plan needs to be reviewed and approved.

The Board thanked IT Director Colin Gerst for setting up the electronic meetings.

Meeting was adjourned at 10:22 AM.

This Board meeting is recorded and kept on file for two years. The meeting minutes and audio are posted on the county's website [www.dmcounty.com](http://www.dmcounty.com)

Approved March 31st, 2020  
Tom Broeker, Chairman  
Attest: Terri Johnson, Auditor