

December 12th, 2017

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9:00 AM on Tuesday, December 12th, 2017. Present were Chairman Bob Beck, Vice-Chair Jim Cary and Member Tom Broeker.

Unless otherwise noted, all motions passed unanimously.

Meet with Department Heads: County Auditor Terri Johnson reported the Candidate Guide, Affidavit of Candidacy and Nomination Petition for the 2018 June Primary are available. County officials up for election in 2018 are: Attorney, Recorder, one Supervisor and Treasurer. County Engineer Brian Carter stated his crews are still ditching and working on culvert projects. They will soon be wrapping up the Hawkeye Road low water crossing project and preparing trucks for the winter weather. Conservation Director Chris Lee reported a contractor will be starting on the shower house foundation this week. The prefab building will be delivered from Wisconsin at the end of February. Next week the Board of Supervisors will appoint a new Conservation Board member, five applications have been received for the position. Work at Starr's Cave Nature Center is proceeding. They should be starting finish work on the walls this week, once the walls are finished they will start on the new flooring. Public Health Administrator Christa Poggemiller reported there is an increase of flu activity in the county. She wanted to remind everyone to stay home when sick, cover their cough and practice good hygiene. Flu vaccinations are still available at the Health Department during clinic hours on Tuesday and Thursday afternoons. On January 4th, they will be starting a Diabetes Prevention Program. Anyone not diagnosed with diabetes but has symptoms of prediabetes can attend. CDS Director Ken Hyndman attended a Southeast Iowa Case Management meeting last week. They will be closing at the end of the month. The MCO's are doing their own case management. County Attorney Amy Beavers stated her office is working thru the long jury trial list. Good news is the Court of Appeals upheld the Chris King conviction. She stated December 26th is a county holiday, however her office will be staffed that day since the Courts will be open. Chief Deputy Jeff White stated when the Sheriff gets back they need to schedule a work session to discuss issues that happened recently. Jail Administrator Doug Ervine became emotional regarding the jail issue that happened on Sunday. He stated everything is good and the staff is handling the unfortunate tragic incident very well. Ervine was very proud of his correctional officers and many responded to the jail to assist because a family member was in trouble. They came and did what they were supposed to do and is very proud of them. Ervine stated they need solutions to what is happening and was grateful to the great response received from other entities.

Correspondence: Spencer Larson, currently living at the Lincolnville Motel said he was having problems with a city bus driver and started to explain the situation. Chairman Beck told Mr. Larson the county did not have jurisdiction over the city bus service and he needs to talk to the Burlington City Council. Mr. Larson thanked the Board and left the meeting.

Public Input: Michael Cecil, 2815 Herblo Dr., Burlington stated as a citizen he was concerned about the Weed Commissioners report & herbicides being used to eradicate some of the weeds. The County Engineer responded they only spray county roadsides and land owners can request areas to not be sprayed. About six road employees are trained on how to use the herbicides. They take into consideration any wind issues before and during any spraying of chemicals.

Class C Liquor License – HyVee Wedding Reception 1/13/2018 at Barn on the Ridge. Broeker motioned to approve. Cary seconded.

Approval of 2017 Gas & Electric and 2017 Utility Assessments. Broeker motioned to approve both assessments. Cary seconded.

2017 Weed Commissioner's Report. The County Engineer presented the yearly report required to be submitted to the State. Cary motioned to approve. Broeker seconded.

Compensation Board presentation. Dan Cahill, Compensation Commission Chairman presented the Commission's salary recommendations for FY 2018/2019. Cahill detailed how the Compensation Board determined the salary increases following Iowa Code Section 331.905 and 331.907. They compared salaries from ten similar

sized counties to Des Moines County. They recommended a 3% increase for each elected official: County Attorney, Auditor, Recorder, Sheriff, Supervisors and Treasurer. The raises total cost will be \$12,786 for all eight elected officials. Deputy salaries would also be affected. Cahill asked for approval of the recommendations. The Board thanked the Compensation Board for their work. The recommendations were received into record and will be voted on later.

Personnel Actions: Correctional Center – Edward Schulties, Part-time Transportation Officer received a 6-month step increase. New rate is \$17.54 hr., effective 11/23. Cary motioned to approve. Broeker seconded.

Reports. The following reports were received and filed in the Auditor's Office:

Jail Stats, October 2017

Recorder's Report of Fees Collected, November 2017

Board Minutes: Broeker motioned to approve the minutes for the Board meeting held on December 5th, 2017. Cary seconded.

Other Business: Chairman Beck received a call from Harmony Church regarding issues with taxes on the old Tom's Market building they purchased. The issue is when they started using the building as a church. The Board will need to setup a work session with Russ Reed and Matt Warner, County Assessor. The work session will be scheduled after the first of the year.

Future Agenda Items: A work session on 12/19 at 1:30 PM with Jail Administrator and Sheriff

Committee Reports: Broeker attended a County Safety Committee meeting and the Mental Health & Disabilities Services Commission met in Des Moines. They approved the Commissions Annual Report and received an update from DHS. Beck attended a Conservation Board meeting. All three Board members attended the 5th District meeting in Ottumwa last week. The legislative agenda was discussed and a pending class action OPIOD lawsuit against pharmaceutical manufacturers. ISAC is encouraging all counties to support a resolution for this action. The Board felt this item needs to be discussed and will schedule a work session early next year.

Meeting adjourned at 9:50 AM.

A work session followed the Board meeting. The Board and the County Auditor discussed changing the payroll pay periods. Other departments present were Conservation, Maintenance, Secondary Roads, Sheriff and Union Representative. The Auditor, Payroll Deputy and IT Director explained the new Tyler X software update. It will require the Payroll Deputy to run two separate payrolls instead of one for county employees when the county goes live with the new software. The issue is some employees are paid a week behind payday while the others are paid up to payday. The Auditor wants to change all payroll to one week behind payday. This would insure all employees overtime, vacation days, etc. would be accounted for on the days earned and more accurately account for time and attendance. The big issue is the timing of the changeover. The Auditor would like to change during a month with three paydays. The third payday does not include insurance deductions. March 2018 was discussed but changed to August 2018 to allow employees more time to prepare for the change. The first paycheck under the new payroll calendar for those employees changing to one week behind, would receive a check with only one week of pay, then the next paycheck would be back to normal two weeks of pay. Everyone discussed how to accommodate employees by allowing them to cash-in casual, comp or vacation to receive a full paycheck. More work sessions will take place to discuss the change.

Another work session followed. The Board of Supervisors and County Engineer took a road tour.

This Board meeting is recorded and kept on file for two years. The minutes are posted on the county's website www.dmcountry.com

Approved December 19, 2017

Bob Beck, Chairman

Attest: Terri Johnson, Auditor