

March 31, 2020

Meeting of the Clayton County Board of Supervisors at their office, 600 Gunder Road, Elkader, Iowa.

Present: Sharon Keehner and Ray Peterson

Absent: Steve Doepke

Guests -- In Person: Myron Phelps, Craig Martins, Randy Waterman, Merry French, Nancy Yelden;

Electronic: Mark Bolsinger, Rafe Koopman, Denise Ballard, Mike Tschirgi, Cindy Allen, Peggy Lane, Linda Zuercher, Patti Ruff, Sue Meyer, Jenna Pollock

Keehner moved, Peterson seconded to approve the minutes of the March 24, 2020 meeting. Ayes: Keehner and Peterson. Motion carried.

Keehner moved, Peterson seconded to approve the claims as presented totaling \$209,705.29. Ayes: Keehner and Peterson. Motion carried.

Keehner moved, Peterson seconded to approve the renewal of a Class C Liquor License with Outdoor Service and Sunday Sales for Elkader Golf and Country Club, Inc. Ayes: Keehner and Peterson. Motion carried.

Keehner moved, Peterson seconded to approve resolution #19-2020 "Sexual Assault Awareness Month Proclamation." Roll Call Vote: Doepke-absent, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #19-2020  
SEXUAL ASSAULT AWARENESS MONTH PROCLAMATION

WHEREAS, sexual assault affects individuals of any gender, race, culture, or socio-economic background; and

WHEREAS, in addition to the immediate physical and emotional costs, sexual assault may also have associated consequences of post-traumatic stress disorder, substance abuse, depression, homelessness, eating disorders and suicide; and

WHEREAS, sexual assault is devastating not only to the survivor, but also for the family and friends of the victim or survivor; and

WHEREAS, since no one person, organization, agency or community can eliminate sexual assault on their own we must work together to educate our entire population about what can be done to prevent sexual assault, support victims/survivors and their families as well as support those agencies providing services to victims/survivors.

NOW THEREFORE BE IT RESOLVED that the Clayton County Board of Supervisors do hereby proclaim the month of April 2020 as "Sexual Assault Awareness Month" and encourage all citizens to learn more about preventing violence.

Keehner moved, Peterson seconded to approve resolution #20-2020 "Township Trustee and Clerk Compensation." Roll Call Vote: Doepke-absent, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #20-2020  
TOWNSHIP TRUSTEE AND CLERK COMPENSATION

WHEREAS, the Clayton County Board of Supervisors currently authorizes that all Township Trustees and Clerks be compensated at the rate of \$20.00 per meeting, and

WHEREAS, the Board has not given any direction in the past as to the expected frequency of meeting for either Township Trustees or Clerks, and

WHEREAS, the Board of Supervisors now wishes to set a level of expectation as to the number of compensated meetings per fiscal year for Township Trustees and Clerks.

NOW THEREFORE BE IT RESOLVED that the Clayton County Board of Supervisors authorizes the following compensation and minimum/maximum number of meetings be set as follows:

1. All Township Trustees will be compensated \$20.00 for each official meeting they attend. Trustees are expected to attend a minimum of three (3) meetings per fiscal year (Budget, Pre-Budget and Financial Report) with a maximum number of five (5) county paid meetings per fiscal year. The maximum number of county paid meetings may only be exceeded in any particular year by prior approval of the Board of Supervisors.
2. Clerks are expected to conduct work sessions to update township receipts, disbursements and other official records. Only Township Clerks will be compensated for said work sessions and said sessions are limited to twelve (12) per fiscal year with pay at \$10.00 per hour. All Township Clerks will be compensated \$20.00 per meeting they attend. All Township Clerks will also be compensated for three (3) official meetings per year (Pre-Budget, Budget and Financial Report) with a maximum number of five (5) county paid meetings per fiscal year. The maximum number of county paid meetings may only be exceeded in any particular year by prior approval of the Board of Supervisors. Said compensation shall not exceed \$400.00 per fiscal year.
3. All Township Trustees and Clerks shall turn in their completed timesheets to the County Auditor's Office in a timely manner.

Auditor Jennifer Garms asked if the Board would consider changing the current credit card policy to allow for elected officials and department heads to procure a credit card without Board approval or if this was not an option to consider granting approval for the Auditor to procure a credit card for use. The use of a credit card allows for reduced vendors in the system and does not make employees charge purchases to their own cards that cannot otherwise be invoiced. Keehner moved, Peterson seconded to not update the credit card policy and to allow the Auditor to procure a credit card for use. Ayes: Keehner and Peterson. Motion carried.

Cindy Allen and Denise Ballard led discussion related to the Iowa Governmental Health Care Plan insurance renewal options for the County.

The Board discussed the Citizen Convenience Center Permit.

Chairperson Peterson opened a public hearing regarding an amendment to the Zoning Ordinance. The amendment references parcel number 04-29-251-003 and a change from M-1 (Light Industrial) to M-2 (Heavy Industrial) to allow the property to be used as a bulk fuel storage and unmanned fueling station. Craig Martins (FSA) spoke about the proposed station. The public hearing was closed. Keehner moved, Peterson seconded to approve the first reading of the amendment to the Zoning Ordinance. Ayes: Keehner and Peterson. Motion carried.

Chairperson Peterson opened a public hearing regarding an amendment to the Zoning Ordinance. The amendment references parcel number 10-13-177-001 and a change from M-1 (Light Industrial) to C-1 (Commercial) to allow the property to be used as the future earth moving equipment museum and training center. Randy Waterman (Moyna) showed architectural designs for the development. The public hearing was closed. Keehner moved, Peterson seconded to approve the first reading of the amendment to the Zoning Ordinance. Ayes: Keehner and Peterson. Motion carried.

Chairperson Peterson opened the public hearing regarding the FY2021 Clayton County Budget. Auditor Jennifer Garms reviewed the visuals including the proposed county budget, tax rate chart, and a set of pie charts summarizing FY2020 taxes levied and the FY2021 proposed revenues and expenditures. The Board of Supervisors highlighted specific items of note and answered questions of attendees. The Chairperson declared the public hearing closed.

Keehner moved, Peterson seconded to approve resolution #21-2020 "FY2021 Compensation Board Schedule." Roll Call Vote: Doeppke-absent, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #21-2020  
FY2021 COMPENSATION BOARD SCHEDULE

WHEREAS, the Clayton County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Clayton County Compensation Board met on December 3, 2019, and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2020:

Elected Official	Current Salary	Proposed Increase		Recommended Salary
Attorney	\$72,819.00	\$6,640.95	~9.12%	\$79,459.95
Auditor	\$58,096.00	\$7,404.80	~12.75%	\$65,500.80
Recorder	\$58,096.00	\$7,404.80	~12.75%	\$65,500.80
Sheriff	\$73,917.00	\$10,695.85	~14.47%	\$84,612.85
Treasurer	\$58,096.00	\$7,404.80	~12.75%	\$65,500.80

THEREFORE, BE IT RESOLVED that the Clayton County Board of Supervisors approves the following salary adjustments for elected officials for the fiscal year beginning July 1, 2020 as follows.

Elected Official	Approved Salary	Approved Increase	
Attorney	\$74,382.00	\$1,563.00	~2.147%
Auditor	\$59,839.00	\$1,743.00	~3.000%
Recorder	\$59,839.00	\$1,743.00	~3.000%
Sheriff	\$76,435.00	\$2,518.00	~3.406%
Treasurer	\$59,839.00	\$1,743.00	~3.000%

Keehner moved, Peterson seconded to approve resolution #22-2020 "FY2021 County Budget and Certification of Taxes." Roll Call Vote: Doeppke-absent, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #22-2020  
FY2021 COUNTY BUDGET AND CERTIFICATION OF TAXES

WHEREAS, the Clayton County Board of Supervisors has considered the proposed Fiscal Year 2021 county budget and certification of taxes, and

WHEREAS, a public hearing concerning the proposed county budget was held on March 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Clayton County Board of Supervisors that the proposed county budget and certificate of taxes for Fiscal Year 2021, as published in the county's official newspapers on March 18, 2020, be approved and adopted as published.

BE IT FURTHER RESOLVED that the Chairperson and the County Auditor are hereby authorized to sign the approved Fiscal Year 2021 county budget and that the Clayton County Auditor is directed to properly certify and file said budget and certificate of taxes as adopted.

The Board received an update regarding public health concerns relating to COVID-19. Keehner moved, Peterson seconded to direct county department heads and elected officials to determine which of their employees will be considered situationally essential for current duties and which employees are not, and that non-essential employees will receive paid administrative leave until the April 14, 2020 for the time that they are not considered essential. Ayes: Keehner and Peterson. Motion carried.

Attest:

\_\_\_\_\_  
Ray Peterson  
Chairperson, Board of Supervisors

\_\_\_\_\_  
Jennifer Garms  
Clayton County Auditor