

June 30, 2020

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

Present: Steve Doepcke, Sharon Keehner and Ray Peterson

Guests -- In Person: Patti Ruff, Rod Kregel, Mike Tschirgi; Electronic: Jenna Pollock, Rafe Koopman, Chad Werger

Doepcke moved, Keehner seconded to approve the minutes of the June 23, 2020 meeting. Ayes: Doepcke, Keehner and Peterson. Motion carried.

Consider resolution for FY2020 Departmental Appropriation Changes was not necessary.

Keehner moved, Doepcke seconded to approve the claims as presented totaling \$\$138,426.85. Ayes: Doepcke, Keehner and Peterson. Motion carried.

Keehner moved, Doepcke seconded to authorize the chair to sign a letter of support for the State Recreational Trail grant program for Clayton County Conservation. Ayes: Doepcke, Keehner and Peterson. Motion carried.

Keehner moved, Doepcke seconded to approve cigarette permit renewals for PromiseLand Winery. Ayes: Doepcke, Keehner, Peterson. Motion carried.

Keehner moved, Doepcke seconded to approve resolution #29-2020 "FY2021 Operating Transfers". Roll Call Vote: Doepcke-aye, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #29-2020
FY2021 OPERATING TRANSFERS

WHEREAS, because of legal restrictions in regard to budgeting and the use of levies it becomes necessary to make operating transfers between funds,

WHEREAS, the County Auditor monitors the need for these transfers,

WHEREAS, a calculation needs to be done to determine the exact maximum budget transfer amount for the fiscal year,

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Clayton County, Iowa, that the County Auditor, is authorized to make operating transfers as prescribed by and in accordance with the adopted budget for fiscal year ending June 30, 2021, as the need arises for such transfers throughout the year. Those budgeted amounts are:

<u>Fund Transfer from</u>	<u>Fund Transfer to</u>	<u>Amount</u>
Rural Services Basic Fund	Secondary Road Fund	\$2,200,000

Doepcke moved, Keehner seconded to approve resolution #30-2020 "FY2021 Departmental Appropriations". Roll Call Vote: Doepcke-aye, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #30-2020
FY2021 DEPARTMENTAL APPROPRIATIONS

WHEREAS, it is desired to make appropriations for all officers and departments for the fiscal year beginning July 1, 2020, in accordance with Section 331.434, Subsection 6, Code of Iowa.

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

Section 1. The amounts itemized by fund and by department or office are hereby appropriated as per adopted budget and presented in the following table:

DEPARTMENT/OFFICE	TOTAL	DEPARTMENT/OFFICE	TOTAL
Board of Supervisors	\$184,047	Conservation	\$982,989
Auditor	\$376,637	Board of Health	\$215,854
Treasurer	\$450,647	Social Welfare	\$6,400
Attorney	\$240,666	Care Facility	\$25,000
Sheriff	\$1,900,180	Medical Examiner	\$50,000
Communications	\$469,845	Jail/Correctional Services	\$748,895
Recorder	\$270,917	Court Administration	\$93,950
Courthouse	\$117,781	Historic Preservation	\$2,050
Office Building	\$116,231	General Services	\$14,800
Economic Dev. Office Bldg.	\$9,500	Data Processing	\$406,291
Civil Service Commission	\$950	Health & Zoning	\$111,442
General Relief	\$48,788	Pioneer Cemetery Comm.	\$2,000
Secondary Rds/Eng.	\$8,103,284	Mental Health	\$532,964
Veteran Affairs	\$96,997	Non-Departmental	\$3,557,211
		GRAND TOTAL:	\$19,136,316

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 to make expenditures or incur obligations from the itemized fund, effective July 1, 2020.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer 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 2020/2021 budget year the Auditor ascertains that, the available resources of a fund for that year will be less than said fund's total appropriations, the Auditor shall immediately inform the Board of Supervisors 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 2020/2021 fiscal year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of the business on June 30, 2021.

The Board discussed the recent filing by the Iowa Utilities Board regarding Hazardous Liquid Pipelines and Underground Storage. No action taken.

One bid was received and opened. The bid did not meet bid specifications. Keehner moved, Doeppke seconded to reject all bids. Ayes: Doeppke, Keehner and Peterson. Motion carried.

Chairperson Peterson opened a public hearing regarding an amendment to the Zoning Ordinance. The amendment references parcel number 02-11-180-001 (address 20311 115th St) and a change from A-1 (Agricultural) to C-1 (Commercial) to allow a machining business in the shop and to build storage units on the back of the property. Rod Kregel spoke about the property changes. The public hearing was closed. Doeppke moved, Keehner seconded to approve the first reading of the amendment to the Zoning Ordinance (#10-2020). Ayes: Doeppke, Keehner and Peterson. Motion carried. The second hearing will be at 10:30 AM on July 7, 2020.

Chairperson Peterson opened a public hearing regarding repealing and replacing the Subdivision Ordinance. The amendment streamlines language/definitions, changes the size of paper copies, sending plats electronically, and adds ag exemption. The public hearing was closed. Keehner moved, Doeppke seconded to approve the first reading of the amendment to the Subdivision Ordinance (#11-2020). Ayes: Doeppke, Keehner and Peterson. Motion carried. The second hearing will be at 10:30 AM on July 7, 2020.

Keehner moved, Doeppke seconded to approve resolution #31-2020 "FY2021 Wage Certifications". Roll Call Vote: Doeppke-aye, Keehner-aye, Peterson-aye. Motion carried.

RESOLUTION #31-2020
FY2021 WAGE CERTIFICATIONS

WHEREAS, July 1, 2020, begins a new fiscal year which necessitates the certification of deputy, clerk and a variety of other employees' wages effective July 1, 2020;

WHEREAS, the Conservation Board staff wages are set by the County Conservation Board, the Assessor's Office staff is set by the Conference Board, and the EMA Director's is set by the Emergency Management Board.

WHEREAS, action has already been taken on the union contracts;

WHEREAS, the county officials were determined at the time of the county budget hearing and are as follows: County Auditor, Recorder, & Treasurer-\$59,839; County Attorney-\$74,382; County Sheriff-\$76,435; Chair, Board of Supervisors-\$33,629; County Supervisors-\$32,629;

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clayton County, that the following deputy salary percentages were certified for the fiscal year ending June 30, 2021:

Employee	Position	Percentage
Peggy K. Lane	First Deputy Auditor	85%
Taylor Alexie	Deputy Auditor - Accounts Payable	72%
Amy Bahnsen	Deputy Auditor - Elections	72%
Audrey Tschirgi	Deputy Treasurer - Administration	70%
Josie Fettkether	Deputy Treasurer - Motor Vehicle	70%
Cathy White	Deputy Treasurer - Motor Vehicle	80%
Larita Hamlett	Deputy Treasurer - Drivers' License	80%
Sandra Ashline	Deputy Treasurer - Drivers' License	80%
Rhonda Donlon	First Deputy Recorder	85%
Debra Tyer	Second Deputy Recorder	85%
Steve Holst	Chief Deputy Sheriff	85% + longevity
Brent Ostrander	Sergeant & Deputy Sheriff - Criminal Investigator	83% + .50/hr. + longevity
Mark Kautman	Deputy Sheriff - Criminal Investigator	83% + longevity
Randall Klein	Deputy Sheriff - Patrol	82% + longevity
Craig Johnson	Deputy Sheriff - Patrol	82%
Jedediah Jones	Deputy Sheriff - Patrol	82% + longevity 8/9/20
Matthew Moser	Deputy Sheriff - K-9 Handler	83% + longevity
Jack Ostrander	Deputy Sheriff - Patrol	82% + longevity
Tim Engelhardt	Deputy Sheriff - Patrol	82%
Dylan Rumph	Deputy Sheriff - Traffic Investigator	83%
Brandon Taylor	Deputy Sheriff - Patrol	70% 75% 7/7/20 and 78% 1/7/21
Devon Baumgartner	Deputy Sheriff - Patrol	70% 75% 7/20/20 and 78% 1/20/21

BE IT FURTHER RESOLVED that the following employee wages are certified:

Employee	Position	Pay
Justin Flage	IT Director	\$52,788/yr.
Anne E.H. Kruse	Assistant Co. Attorney	\$55,620/yr.
Sarah Whittle	Attorney Secretary	\$18.80/hr.
Tammy Sylvester	Sheriff Administrative Assistant	\$23.00/hr.+ longevity
Chad Weger	Jail Administrator & E911 Coordinator	\$64,455/yr.
	Sheriff Reserve Officers	\$16.32/hr.
Dave Tschantz	Court Security/Jailer	\$17.05/hr.
Paul Bazyn	Court Security/Jailer	\$16.32/hr.
Terry Puelz	Part-time Maintenance Custodian, Jail	\$26.86/hr.
Bruce Trapp	Transport Officer	\$19.53/hr.
John Bell	Transport Officer	\$19.53/hr.

Myron Phelps	Custodian – Courthouse/ Office Bldg.	\$40,610/yr.
Kris Phelps	Custodian – Courthouse/ Office Bldg.	\$40,610/yr.
Patti Ruff	Health & Zoning Administrator	\$50,612/yr.
Jean Gage	CPC, Veteran Affairs, General Relief Director	\$21.21/hr.
Sheryl Stoffel	Veteran Affairs Assistant	\$11.96/hr.
	Township Trustees and Clerks	\$20.00/day (Resolution)
	Township Clerks	\$10.00/hr. (Resolution)
Richard Bahls	Head Garbage Monitor	\$14.50/hr.
Fred Kinne	Garbage Monitor	\$14.00/hr.
Walter Lutz	Garbage Monitor	\$14.00/hr.
Rafe Koopman	County Engineer	\$104,056.02/yr.
Bart Burgin	Assistant to the Engineer	\$29.56/hr. + longevity
Greg Lower	Maintenance Foreman	\$27.72/hr. + longevity
Tony Puelz	Maintenance Foreman	\$27.72/hr. + longevity
Trampus Thornton	Shop Foreman	\$25.45/hr. + longevity
Chris Weber	Bridge Crew Foreman	\$25.45/hr. + longevity
Michael Bahls	Construction Foreman	\$25.45/hr. + longevity
Danny Williams	Roadside Manager	\$25.45/hr. + longevity + \$1.00/hr. when working as weed commissioner
Sandy Howard	Administrative Assistant to the Engineer	\$23.59/hr. + longevity
Peg Connor	Administrative Assistant to the Engineer	\$23.59/hr. + longevity
Eli Garms	GIS/Administrative Assistant to the Engineer	\$23.59/hr. + longevity

Attest:

Ray Peterson
Chairperson, Board of Supervisors

Jennifer Garms
Clayton County Auditor