

March 8, 2007

Scott County Board of Supervisors

March 8, 2007; 5:30 p.m.

The Board of Supervisors met pursuant to adjournment with all members present.

The Board recited the Pledge of Allegiance.

Moved by Minard, seconded by Gallin, approval of the minutes of the February 20, 2007 Election Canvass, the February 22, 2007 Regular Board Meeting, and the March 6, 2007 Closed Session. All Ayes.

Moved by Minard, seconded by Moritz, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That in accordance with Section 309.93 and Section 309.22 Code of Iowa, 2004, the FY 2007/2008 Iowa Department of Transportation Budget and Five Year Construction Program as set forth in detail are hereby adopted and that same be submitted to the Iowa Department of Transportation for their approval. 2) That the Chairman be authorized to sign the budget and program documents on behalf of the Board. 3) This resolution shall take effect immediately.

Moved by Minard, seconded by Gallin, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That the Approval of Sale of the unused Right-of-Way parcel be approved. 2) That the Chairman be authorized to sign the Transfer Deed on behalf of the Board. 3) This resolution shall take effect immediately.

Moved by Minard, seconded by Moritz, the motion to open a public hearing relative to reclassification of a Class B Road to Class C. All Ayes.

Local residents Gerald Boldt, Gary Mehrens, and Bret Schricker spoke in favor of said reclassification.

County Engineer Jon Burgstrom addressed the Board.

Moved by Gallin, seconded by Moritz, to close the public hearing. All Ayes.

Moved by Minard, seconded by Sunderbruch, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That the County has received a petition, attached to this Resolution, signed by all landowners adjoining the road, requesting that a portion of

100th Avenue between 160th St. and 145th St. (south from 160th St. approximately 5200') be classified as an Area Service "C"; and

1. Blading. Blading or dragging will not be performed on a regular basis.
2. Snow and Ice Removal. Snow and ice removal will not be performed on a regular basis. Sanding and salting will not be performed on a regular basis.
3. Bridges. Bridges on Area Service "C" roads may not be maintained to carry legal loads but will be posted as appropriate to advise of any load limitations.
4. Weeds, Brush, and Trees. Mowing or spraying weeds, cutting brush and tree removal will not be performed on a regular basis. Adequate sight distances will not be maintained on a regular road.
5. Structures. Bridges and culverts may not be maintained on a regular basis to carry legal loads. Upon failure or loss, the replacement structure will be for traffic thereon.
6. Road Surfacing. There will be no surfacing materials applied to Area Service "C" roads.
7. Shoulders. Shoulders will not be maintained.
8. Crown. A crown will not be maintained.
9. Repairs. There will be no road repairs on a regular basis.
10. Uniform Width. Uniform width for the traveled portion of the road will not be maintained.
11. Inspections. Regular inspection will not be conducted.
12. Gate. The gate shall be purchased and installed by the County, and maintained by the adjoining landowners. If not so maintained, the County may remove the gate; and

WHEREAS, the only persons who will have access rights to the road shall be:

1. the owners, lessee, or person in lawful possession of any adjoining land,
2. the agent or employee of the owners, lessee or person in lawful possession of any adjoining land,
3. any peace officer, or emergency vehicle,
4. any magistrate,
5. any public employee whose duty it is to supervise the use or perform maintenance of the road,
6. any agent or employee of any utility located upon the road.

THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY that this County does hereby establish the road described as an Area Service "C" road, with restricted access and a minimal level of maintenance.

2) This resolution shall take effect immediately.

Moved by Minard, seconded by Moritz, that the following resolution be adopted.
All Ayes.

BE IT RESOLVED 1) That the bids for a Class 1 Alternative Squad Car are hereby approved and awarded to Karl Chevrolet from the Iowa Department of Administrative Services contract in the amount of \$18,618.00. 2) This resolution shall take effect immediately.

Moved by Minard, seconded by Gallin, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That the Scott County Board of Supervisors hereby approves the bids for detention chairs and awards it to the Norix Group in the amount of \$21,936.35. 2) This resolution shall take effect immediately.

Moved by Minard, seconded by Moritz, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) That the Scott County Board of Supervisors hereby approves the bid for detention tables and awards it to Moduform Inc. in the amount of \$27,913.00. 2) This resolution shall take effect immediately.

Moved by Gallin, seconded by Sunderbruch, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) The following salary rate table for z-schedule temporary and part-time staff in fiscal year 2007-2008 is hereby approved:

| | |
|---|--|
| Seasonal General Laborer | \$10.06/hour |
| Health Intern & Planning Intern | \$9.10 to \$11.56/hour depending on skills, education and experience |
| Enforcement Aide | \$9.10 to \$17.15/hour depending on skills, education and experience |
| Eldridge Garage Caretaker | \$10.74/hour |
| Seasonal Maintenance Worker (Roads) | \$10.74/hour |
| Summer Law Clerk | Set in cooperation with University Programs |
| Civil Service Secretary | Set by Civil Service Commission |
| Mental Health Advocate | Set by Chief Judge at \$20.89/hour |
| Health Services Professional Immunization Clinic/Jail Health | |
| LPN | \$17.17/hour |
| RN/EMT-P | \$20.27/hour |

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| Election Officials | \$7.17/hour |
| Election Chairpersons | \$7.61/hour |
| Election Clerk | \$12.53/hour |

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|----------------------|--------------|
| Outreach/Interpreter | \$14.55/hour |
|----------------------|--------------|

CONSERVATION:*

Glynns Creek:

| | |
|----------------------------------|-----------------------|
| Seasonal part-time Golf Managers | |
| Food Service | \$7.75 - \$11.75/hour |
| Pro Shop | \$8.75 - \$12.00/hour |
| Starter Shack | \$7.00 - \$7.75/hour |

| | |
|----------------------------------|----------------------|
| Seasonal Golf Pro Shop Personnel | \$6.50 - \$8.25/hour |
|----------------------------------|----------------------|

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|---|----------------------|
| Golf Course Rangers, Starters, Cart Persons | \$6.50 - \$7.75/hour |
|---|----------------------|

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|--------------------------|---------------------|
| Concession Stand Workers | \$6.50- \$7.75/hour |
|--------------------------|---------------------|

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|----------------|----------------------|
| Groundskeepers | \$6.50 - \$9.50/hour |
|----------------|----------------------|

Scott County & West Lake Parks:

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|---------------|--|
| Beach Manager | \$10.25 - \$14.25/hr. (season) \$8.00 - \$10.25/hr (open/close) |
|---------------|--|

| | |
|--------------|---|
| Pool Manager | \$10.25 - \$11.75/hr. (season) \$8.00 - \$9.25/hr (open/close) |
|--------------|---|

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|-------------------------------|----------------------|
| Assistant Beach/Pool Managers | \$8.00 - \$9.75/hour |
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| Water Safety Instructors | \$7.50 - \$8.25/hour |
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| Pool/Beach Lifeguards | \$6.50 - \$7.50/hour |
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| Pool/Beach/Boathouse – Concession Workers | \$6.50 - \$7.00/hour |
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|----------------|----------------------|
| Park Attendant | \$6.50 - \$9.75/hour |
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|-------------|----------------------|
| Maintenance | \$6.50 - \$9.75/hour |
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|-----------------------------|------------------------|
| Park Patrol (non-certified) | \$11.00 - \$12.00/hour |
| (certified) | \$14.00 - \$15.00/hour |

Pioneer Village:

| | |
|------------------------------------|----------------------|
| Day Camp Counselors | \$6.50 - \$7.75/hour |
| Apothecary Shop Concession Workers | \$6.50 - \$7.75/hour |

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|-------------|----------------------|
| Maintenance | \$6.50 - \$8.50/hour |
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Wapsi Center:

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|----------------------|-----------------------|
| Assistant Naturalist | \$9.00 - \$11.25/hour |
| Program Assistant | \$6.50/hour |
| Maintenance | \$6.50 - \$8.00/hour |

*Set by Scott County Conservation Board

2) This resolution shall take effect immediately.

Moved by Gallin, seconded by Moritz, that the following resolution be adopted.
All Ayes.

BE IT RESOLVED 1) In the Attorney's Office, the position of Executive Secretary (1.0 FTE) shall hereby be upgraded from 252 to 282 Hay points. 2) In the Conservation Department, the position of Conservation Assistant (1.0 FTE) shall hereby be upgraded from 220 to 252 Hay points and the title be change to Administrative Assistant. 3) In the Conservation Department, the position of Assistant Golf Course Superintendent (1.0 FTE) shall hereby be upgraded from 187 to 220 Hay points. 4) In the Conservation Department, the position of Operation's Manager (1.0 FTE) shall hereby be upgraded from 445 to 540 Hay points and the title be changed to Deputy Director. 5) In the Conservation Department, the title of Equipment Mechanic be changed to Equipment Specialist. 6) In the Conservation Department, the title of Maintenance Worker Golf Course be changed to Maintenance Technician Golf Course. 7) In the Conservation Department, the position of Park Manager (2.0 FTE) shall hereby be upgraded from 382 to 470 Hay points. 8) In the Conservation Department, the position of Park Crew Leader (1.0 FTE) shall hereby be upgraded from 187 to 220 Hay points. 9) In the Conservation Department, the position of Park Maintenance Worker (4.0 FTE) shall hereby be upgraded from 162 to 187 Hay points and the title be changed to Park Maintenance Technician. 10) In the Conservation Department, the position of Ranger Technician and Assistant Ranger (5.0 FTE) shall hereby be upgraded from 220 to 262 Hay points and the title be changed to Park Ranger. 11) In the Conservation Department, the title of Mechanic Golf Course be changed to Turf Equipment Specialist. 12) In the Facilities and Support Services Department, the position of Maintenance Electronic Systems Technician (1.0 FTE) shall hereby be created at 268 Hay points. 13) In the Facilities and Support Services Department, the position of Clerk II – Imaging (2.0 FTE) shall hereby be increased to (3.0 FTE) 14) In the Facilities and Support Services Department, the position of Custodial Worker (7.15 FTE) shall hereby be increased to (8.15 FTE). 15) This resolution shall take effect July 1, 2007.

Moved by Gallin, seconded by Sunderbruch, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) The salary ranges to County positions included in the Non-Represented group shall be adjusted on July 1, 2007 be increasing the salary range midpoint by 3.25 percent. (3.25%) 2) The annual base salaries for all regular County employees included in the Non-Represented group shall be increased on July 1, 2007

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by 3.25 percent. (3.25%) 3) For the purpose of determining an hourly rate of pay for the Non-Represented group, the annual base salary shall be divided by 2,080 hours. 4) This resolution shall take effect July 1, 2007.

Moved by Gallin, seconded by Moritz, that the following resolution be adopted.
All Ayes.

BE IT RESOLVED 1) The Fiscal Year 2007-2008 salary schedule for Elected County Officials as recommended by the Scott County Compensation Board is hereby approved as follows:

| <u>POSITION</u> | <u>ANNUAL SALARY (Effective 7/01/07)</u> |
|-----------------------------|--|
| Auditor | \$71,800 |
| Attorney | \$104,400 |
| Recorder | \$71,800 |
| Sheriff | \$92,800 |
| Treasurer | \$71,800 |
| Board of Supervisors | \$36,000 |
| Chair, Board of Supervisors | \$39,000 |

2) The Fiscal Year 2007-2008 salary schedule for Deputy Office Holders is hereby approved as follows:

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|--|----------|
| Deputy Auditor – Elections (75%) | \$53,850 |
| Deputy Auditor – Tax (75%) | \$53,850 |
| First Assistant Attorney (90%) | \$93,960 |
| Deputy First Assistant Attorney (80%) | \$83,520 |
| Deputy First Assistant Attorney (76.75%) | \$80,127 |
| Deputy First Assistant Attorney (73.01%) | \$76,222 |
| Second Deputy Recorder (75%) | \$53,850 |
| Chief Deputy Sheriff (85%) | \$78,880 |

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3) It is understood that employees in those positions referenced in Section 1 herein are salaried employees and are not paid by the hour. However, for payroll purposes, an hourly rate can be determined by dividing the annual salary by 2,080 hours. 4) This resolution shall take effect July 1, 2007.

Moved by Gallin, seconded by Sunderbruch, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) The following schedule of paid holidays for non-represented employees in fiscal year 2007-2008 is hereby approved.

| | |
|------------------------|-----------------------------|
| Independence Day | Wednesday, July 4, 2007 |
| Labor Day | Monday, September 3, 2007 |
| Veteran's Day | Monday, November 12, 2007 |
| Thanksgiving Day | Thursday, November 22, 2007 |
| Day after Thanksgiving | Friday, November 23, 2007 |
| Christmas Eve Day | Monday, December 24, 2007 |
| Christmas Day | Tuesday, December 25, 2007 |
| New Year's Day | Tuesday, January 1, 2008 |
| Memorial Day | Monday, May 26, 2008 |

Two Floating Holidays

2) This resolution shall take effect immediately.

Moved by Gallin, seconded by Moritz, the motion approving personnel actions as presented by the County Administrator. All Ayes.

NEW HIRES

| Employee/Department | Position | Salary | Effective Date | Remarks |
|--------------------------|---------------------|----------|----------------|------------------------------|
| Eric Burton Sheriff | Deputy Sheriff | \$39,270 | 03/06/07 | Replaces Paul VanSteenhuysen |
| Jason Shippee Sheriff | Deputy Sheriff | \$39,270 | 03/12/07 | Replaces Rodger Sampson |
| Susan Velthoff Health | Public Health Nurse | \$40,841 | 03/12/07 | Fills new position (Jail) |

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TRANSFERS AND PROMOTIONS

| Employee/Department | New Position | Salary Change | Effective Date | Remarks |
|---------------------------------|--|---------------------|----------------|--|
| Dawn Crecelius Sheriff/Jail | Correction Officer | \$29,203 - \$32,677 | 02/14/07 | Promotion from Trainee status |
| Dale Puck Sheriff/Jail | Corrections Sergeant | No change | 02/19/07 | Demotion due to reorganization of Lieutenant positions |
| Chad Wagner Sheriff/Jail | Alternative Sentencing Coordinator | No change | 02/19/07 | Replaces Tara Youngers |
| Charles Muhs Sheriff | Sergeant | \$60,750 - \$57,283 | 02/22/07 | Demotion |
| Barb Harden Conservation | Conservation Assistant | \$34,865 - \$36,608 | 03/12/07 | Replaces Jan DePover |
| Jennifer Denhof Sheriff/Jail | Correction Officer | \$29,203 - \$32,677 | 03/20/07 | Promotion from Trainee status |

LEAVES OF ABSENCE/OTHER

| Employee/Department | Position | Effective Date | Remarks |
|---------------------|----------|----------------|---------|
| None | | | |

BARGAINING UNIT STEP INCREASES

| Employee/Department | Position | Salary Change | Wage Step | Effective Date |
|-----------------------------------|-------------------------------|---------------------|-----------|----------------|
| Greg Frauen Secondary Roads | Truck Driver/Laborer | \$35,859 - \$36,962 | Step 4 | 03/10/07 |
| Nick Aleksiejczyk Sheriff/Jail | Correction Officer Trainee | \$28,704 - \$29,203 | Step 2 | 03/11/07 |
| Justin Hay Sheriff/Jail | Correction Officer | \$34,216 - \$37,586 | Step 5 | 03/17/07 |

MERIT INCREASES

| Employee/Department | Position | Salary Change | % of Midpoint | Effective Date |
|-----------------------------------|--------------------------------|-------------------------------|------------------|----------------|
| Cliff Tebbitt Sheriff/Jail | Jail Administrator | \$83,931 - \$85,610 (2.0%) | 113.675% | 06/24/06 |
| Rhonda Duchesneau Sheriff/Jail | Food Service Manager | \$49,932 - \$50,931 (2.0%) | 112.473% | 01/01/07 |
| Lori Elam Community Services | Community Services Director | \$72,327 - \$74,497 (3.0%) | 96.526% | 03/14/07 |

*First or second review following appointment or promotion. Salary adjusted 5% if not above 95% of midpoint & employee receives rating of 3 or better.

BONUS

| Employee/Department | Position | Effective Date |
|---------------------|----------------------------|----------------|
| Mark Kendall FSS | Maintenance Coordinator | 10/21/06 |

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| | | |
|---------------------------------|----------------------|----------|
| Brian Aldridge Sheriff | Deputy Sheriff | 01/22/07 |
| Ted Papuga Secondary Roads | Crew Leader | 02/27/07 |
| Joan Russell County Attorney | Office Administrator | 03/10/07 |

SEPARATIONS

| Employee/Department | Position | Hire Date | Separation Date | Reason for Separation |
|-------------------------------|------------------------------------|-----------|-----------------|-----------------------|
| Earl Coffman Sheriff/Jail | Correction Officer | 06/14/04 | 02/21/07 | Discharged |
| Lindsay Golinghorst Health | Environmental Health Specialist | 10/29/01 | 03/21/07 | Voluntary resignation |

REQUEST TO FILL VACANCIES

| Position/Department | Position Status | Starting Date | Previous Incumbent | Recommendation |
|--|-----------------|---------------|------------------------|-----------------|
| Office Leader Secondary Roads | Vacant 3/9/07 | ASAP | Barb Harden | Approve to fill |
| Environmental Health Specialist Health | Vacant 3/21/07 | ASAP | Lindsay Golinghorst | Approve to fill |
| Correction Officer Sheriff/Jail | Vacant 2/19/07 | ASAP | Chad Wagner | Approve to fill |
| Lieutenant Sheriff | Vacant 2/22/07 | ASAP | Charles Muhs | Approve to fill |

TUITION REQUESTS

| Employee/Department | Position | Course of Study | Course dates(s) |
|---------------------------------------|-----------------|--|------------------|
| Sunny Blaesi Sheriff | Clerk III | Paralegal 6 Scott Community College | 3/21/07 |
| Jeffrey Tourdot Community Services | Case Supervisor | Ethics of Public Service University of Iowa | 3/1/07 – 4/25/07 |

Moved by Moritz, seconded by Gallin, the approval of the first of three readings of an ordinance to amend Chapter 25, Public Health Nuisances. Roll Call: Ayes - Hancock, Minard, Moritz, Sunderbruch, Gallin.

Moved by Sunderbruch, seconded by Gallin, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) The FY08 County Budget as presented by the County Administrator and as reviewed and considered by this Board is hereby adopted in the amount of \$72,005,822 (which includes the Golf Course Enterprise Fund in the amount

of \$1,189,257, a non-budgeted fund for State certification purposes). 2) The total amount of service area:

| <u>Service Area</u> | <u>Amount</u> |
|-----------------------------------|---------------------|
| Public Safety & Legal Services | \$19,265,811 |
| Physical Health & Social Services | 6,051,691 |
| Mental Health, MR & DD | 15,508,495 |
| County Environment & Education | 4,045,978 |
| Roads & Transportation | 4,286,000 |
| Government Services to Residents | 2,036,390 |
| Administration (interprogram) | <u>8,731,728</u> |
| Subtotal Operating Budget | \$59,926,093 |
| Debt Service | 3,481,276 |
| Capital Projects | <u>7,409,196</u> |
| Subtotal County Budget | \$70,816,565 |
| Golf Course Operations | <u>1,189,257</u> |
| TOTAL | <u>\$72,005,822</u> |

3) The County Auditor is hereby directed to properly certify the budget as adopted and file with the records of her office and that of the State Department of Management as required by law. 4) This resolution shall take effect immediately.

Moved by Sunderbruch, seconded by Minard, the motion to approve filing quarterly financial reports from various county offices. All Ayes.

Moved by Sunderbruch, seconded by Gallin, that the following resolution be adopted. All Ayes.

BE IT RESOLVED 1) The professional services agreement including scope of services with Schneider Corporation for a GIS parcel layer in an amount not to exceed \$703,660 are hereby approved. 2) This resolution shall take effect immediately.

Moved by Sunderbruch, seconded by Moritz, the motion approving the liquor license for Davenport Country Club, Pleasant Valley, Iowa, and the beer permits for Mart Stop 4, rural Davenport, contingent upon meeting certain requirements set forth by the Scott County Board of Supervisors, requirements which are subject to separate approval by the offices of Sheriff, Attorney, Health Director, and Building Inspector. The Scott County Auditor is directed to hold any application which has not received the requisite approvals. All Ayes.

Moved by Sunderbruch, seconded by Gallin, the resolution approving warrants numbered 198358 through 198662 as submitted and prepared for payment by the County Auditor in the total amount of \$1,767,495.34 and the purchase card transactions in the total amount of \$25,992.81. 3) The Board of Supervisors approves for payment warrants numbered 198663 through 198666 in the total amount of \$1,159,120.20 for

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drawn as manual warrants for Jail Project Pay Applications. Roll Call: Ayes - Hancock, Minard, Moritz, Sunderbruch, Gallin.

County Administrator Ray Wierson reminded the Board of Tuesday's North Scott PPEL election canvass and next week's Washington D.C. trip.

Moved by Moritz, seconded by Gallin, the Board adjourn until 8:00 a.m., Tuesday, March 13, 2007, subject to prior call by the Chairman. All Ayes.

Jim Hancock, Chairman of the Board
Scott County Board of Supervisors

ATTEST: Karen L. Fitzsimmons
Scott County Auditor