

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**September 19 - 23, 2016**

**Tuesday, September 20, 2016**

**Committee of the Whole - 8:00 am**  
**Board Room, 1st Floor, Administrative Center**

- \_\_\_ 1. Roll Call: Earnhardt, Kinzer, Sunderbruch, Holst, Hancock

**Presentation**

- \_\_\_ 2. Presentation of PRIDE recognition for years of service....9:00 (Item 2)
- \_\_\_ 3. Recognizing Hal Shelton's retirement from the Secondary Roads Department. (Item 3)
- \_\_\_ 4. Leadership Summit Recertification. (Item 4)
- \_\_\_ 5. FY17 Distinguished Budget Presentation Award. (Item 5)
- \_\_\_ 6. Presentation of PRIDE Recognition for Employee of the Quarter.

**Facilities & Economic Development**

- \_\_\_ 7. Bridge Replacement Project No. L-318--73-82 in Sheridan Township. (Item 7)
- \_\_\_ 8. Iowa Department of Transportation Agreements for the Use of Living Roadway Trust Fund Dollars for Roadside Vegetation Inventory in 2017. (Item 8)
- \_\_\_ 9. Presentation of Roadside Vegetation Inventory. (Item 9)

**Human Resources**

- \_\_\_ 10. Staff Appointment. (Item 10)
- \_\_\_ 11. Discussion of strategy of upcoming labor negotiations with the County's organized employees pursuant to Iowa Code Section 20.17(3). - CLOSED SESSION

**Health & Community Services**

- \_\_\_ 12. Tax suspension request. (Item 12)

**Finance & Intergovernmental**

\_\_\_ 13. FY16 Fund Transfers. (Item 13)

**Other Items of Interest**

\_\_\_ 14. Adjourned.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Ayes  
Nays

**Thursday, September 22, 2016**

**Regular Board Meeting - 5:00 pm  
Board Room, 1st Floor, Administrative Center**

**HUMAN RESOURCES DEPARTMENT**

600 W. 4<sup>th</sup> Street  
Davenport, Iowa 52801-1030

Ph: (563) 326-8767 Fax: (563) 328-3285  
www.scottcountyiowa.com  
Email: hr@scottcountyiowa.com



September 12, 2016

TO: Mary Thee  
Assistant County Administrator

FROM: Barb McCollom  
Human Resources Generalist

RE: YEARS OF SERVICE RECOGNITION CEREMONY

The following is a list of individuals who will be recognized for years of service on **Tuesday, September 20, 2016 at 9:00 a.m.** through the recognition program.

Employee	Department	Date of hire	Years of Service
Jason Wenzel	Sheriff	07/05/11	Five
Charles Barden	Sheriff	08/01/11	Five
Cheryl Iwinski	Sheriff	08/08/11	Five
Matt Wrage	Information Technology	08/08/11	Five
Tabatha McFate	Treasurer	08/17/11	Five
Curtis Goodall	Secondary Roads	09/21/11	Five
Regina Wolfe	Sheriff	08/21/06	Ten
Nick Aleksiejczyk	Sheriff	09/11/06	Ten
David Woods	Community Services	09/11/06	Ten
Mitch Tollerud	Information Technology	07/02/01	Fifteen
Dwight West	Sheriff	07/05/01	Fifteen
Shane Glew	Sheriff	07/30/01	Fifteen
Lori Thompson	County Attorney	07/30/01	Fifteen
Teri Arnold	Health	08/27/01	Fifteen
Becca Williams	Recorder	09/16/96	Twenty
Rhonda Skahill	Treasurer	09/15/86	Thirty

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September 12, 2016

TO: Mary Thee  
 Assistant County Administrator

FROM: Barb McCollom  
 Human Resources Generalist

RE: RETIREMENT RECOGNITION

The following employee(s) will be recognized for their upcoming retirement from Scott County on **Tuesday, September 20, 2016.**

Employee	Department	Date of hire	Retirement Date
Hal Shelton	Secondary Roads	10/03/2005	09/30/16

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 22, 2016

RECOGNIZING HAL SHELTON'S RETIREMENT  
FROM THE SECONDARY ROADS DEPARTMENT

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That said Board of Supervisors does hereby recognize the retirement of Hal Shelton and conveys its appreciation for 10 years of faithful service to Scott County.

Section 2. This resolution shall take effect immediately.

**Human Resources Department**

600 West Fourth Street  
Davenport, Iowa 52801-1030

Office: (563) 326-8767  
Fax: (563) 328-3285  
www.scottcountyia.com



**Date:** September 13, 2016

**To:** Mahesh Sharma, County Administrator

**From:** Mary J. Thee, Human Resources Director/Asst. County Administrator

**Subject:** Leadership Summit Recertification

Scott County is committed to developing its current and future leaders. The Scott County Leadership Summit program demonstrates that commitment. As we recognize that leadership development is a perpetual journey, we understand the need for continuing education to encourage the ongoing development of our leadership team.

Scott County's Leadership Recertification Program requires that each Leadership Summit graduate earn 40 credit hours every two years in the areas of;

- Continuing Leadership Education Workshops & Conferences
- Public Education/Class Instruction
- Demonstrating Leadership ability in service on Committees, Boards or serving in an advisory capacity
- Related Leadership Reading
- Volunteer service that demonstrates leadership

The following candidates have committed to their personal and professional development by meeting the County's Leadership Summit Recertification requirements:

Chris Berge  
Stefanie Burnett  
Angie Kersten  
Barb McCollom  
Dave Murcia  
Tiffany Tjepkes

Administration  
Sheriff Office/Jail  
Secondary Roads  
HR  
Conservation  
Health

**SCOTT COUNTY NEWS RELEASE**  
**September 20th**

**SCOTT COUNTY, IOWA IS AWARDED HIGHEST HONOR IN  
GOVERNMENTAL BUDGETING**

Jim Hancock, Chairman of the Scott County Board of Supervisors announced today that Scott County has received the Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada (GFOA) for Scott County's current FY17 Budget.

Scott County is one of only three Iowa counties (Scott, Johnson, and Linn County) to hold the Distinguished Budget Presentation Award. The County has received this award for the last twenty-two consecutive years. Only 15 of the 1,553 governmental units in the State of Iowa currently hold this honor.

Jim Hancock stated that this award is the highest form of recognition in governmental budgeting. Its attainment represents a significant accomplishment by the elected officials and management of Scott County and reflects their commitment to meeting the highest principles of governmental budgeting.

In order to receive the award, Scott County had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as 1) A policy document 2) A financial plan 3) An operations guide 4) Communications device. Budget documents must be rated "proficient" in all four categories to receive this award.

For budgets, including fiscal periods beginning in 2015, the most recent year data is available, over 1,522 governmental entities have received the Distinguished Budget Presentation Award nationwide. Award recipients have pioneered efforts to improve the quality of budgeting and provide excellent examples for other governments throughout North America.

Jim Hancock stated that the Board designates the achievement of this certification as a high priority. The Board expressed their appreciation to Dee F. Bruemmer, County Administrator, David Farmer, Director of Budget and Administrative Services and to the County's designated budget analysts and support staff for their work and professional guidance in helping the county to obtain this governmental budgeting honor.

The budget analysts and support staff members that developed the 2017 budget are listed below:

Ed Rivers	Health Director
Pam Bennett	Office Administrator, Sheriff's Department
Chris Berge	ERP/ECM Budget Analyst
Allison Hart	Operations Manager, Recorder's Office
Lori Elam	Community Services Director
Tim Huey	Planning & Development Director
Craig Hufford	Financial Management Supervisor, Treasurer's Office
David Farmer	Director of Budget and Administrative Services
Roland Caldwell	Operations Manager, Auditor's Office
Kathy Walsh	Office Administrator, Attorney's Office
Amber Sullivan	Administrative Assistant, Conservation Department
Renee Luze-Johnson	Administrative Assistant, Administration

The GFOA is a non-profit professional association serving over 18,000 government finance professionals throughout North America. GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.

For more information on this press release please contact:

David Farmer, CPA, Director of Budget and Administrative Services  
Scott County Administrative Center  
600 West 4<sup>th</sup> Street  
Davenport, IA 52801-1003  
563-326-8651

Stephen J. Gauthier  
Government Finance Officers Association  
180 North Michigan Avenue  
Chicago, IL 60601  
312-977-9700



**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge, IA 52748

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - engineer@scottcountyia.com  
WEB SITE - www.scottcountyia.com



JON R. BURGSTRUM, P.E.  
County Engineer

TARA YOUNGERS  
Administrative Assistant

**MEMO**

TO: Mahesh C. Sharma  
County Administrator

FROM: Jon Burgstrum, P.E.  
County Engineer

SUBJ: Approval of Bid for Bridge Replacement Project No. L-318--73-82  
DATE: September 20, 2016

A resolution approving the contract for Bridge Replacement Project L-318 on 230<sup>th</sup> Street over Hickory Creek in Sheridan Township. This bridge is on our local system. The existing bridge is a 54' x 20' two-span concrete channel beam bridge with precast concrete deck panels on concrete caps on timber piling that was built in 1960. The bridge is presently posted for reduced loading due to a structurally deficient substructure.

This project is included in our FY2017 budget. The Engineer's Estimate of Costs for this project is \$272,552.75.

Brandt Construction Co. Milan, IL	\$355,053.25
Muscatine Bridge Co., Inc. Muscatine, IA	\$295,400.11
Iowa Bridge & Culvert Washington, IA	\$270,936.12
Jim Schroeder Construction, Inc. Bellevue, IA	\$261,485.45 **

I recommend acceptance of the low bid from Jim Schroeder Construction, Inc.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT  
THIS RESOLUTION HAS BEEN FORMALLY APPROVED BY  
THE BOARD OF SUPERVISORS ON \_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 22, 2016

AWARD OF THE BID FOR BRIDGE REPLACEMENT PROJECT - L-318--73-  
82 ON 230<sup>TH</sup> STREET OVER HICKORY CREEK IN SHERIDAN TOWNSHIP.

BE IT RESOLVED by the Scott County Board of Supervisors as  
follows:

Section 1. That the low bid for the Bridge Replacement  
Project L-318 on 230<sup>th</sup> Street over Hickory Creek in  
Sheridan Township be awarded to the low bidder,  
Jim Schroeder Construction, Inc. of Bellevue, IA, for  
a total cost of \$261,485.45.

Section 2. That the Chairman be authorized to sign the  
contract documents on behalf of the Board.

Section 3. That this resolution shall take effect  
immediately.

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge, Iowa 52748

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - [engineer@scottcountyiowa.com](mailto:engineer@scottcountyiowa.com)  
WEB SITE - [www.scottcountyiowa.com](http://www.scottcountyiowa.com)



JON R. BURGSTRUM, P.E.  
County Engineer

ANGELA K. KERSTEN, P. E.  
Assistant County Engineer

TARA YOUNGERS  
Administrative Assistant

MEMO

TO: Mahesh Sharma  
County Administrator

FROM: Jon Burgstrum  
County Engineer

SUBJ: Iowa Department of Transportation Agreements for the Use of Living Roadway  
Trust Fund Dollars for Road side Vegetation Inventory in 2017

DATE: September 20, 2016

This resolution is to authorize the County Engineer to sign an agreement between Scott County and the Iowa Department of Transportation (IaDOT) regarding the use of Living Roadway Trust Funds for Roadside Vegetation Inventory in 2017..

The Roadside vegetation Inventory began in the summer of 2016 with funding donated from private individuals.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT  
THIS RESOLUTION HAS BEEN FORMALLY APPROVED BY  
THE BOARD OF SUPERVISORS ON \_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

September 22, 2016

AUTHORIZATION FOR JON BURGSTRUM, SCOTT COUNTY ENGINEER, TO SIGN THE IDOT AGREEMENT FOR 2017 LIVING ROADWAY TRUST FUND (LRTF) GRANT FOR ELECTRONICS FOR COLLECTING ROADSIDE DATA FOR SCOTT COUNTY.

BE IT RESOLVED by the Scott County Board of Supervisors as follows:

SECTION 1. That the Engineer of the Scott County be authorized to sign the Living Roadway Trust Funds grant for the Electronics for Collecting Roadside Data for Scott County. Agreement authorizes Jon Burgstrum to start work, incur costs, and receive reimbursement.

SECTION 2. That this resolution shall take effect immediately.

**SCOTT COUNTY ENGINEER'S OFFICE**

950 E. Blackhawk Trail  
Eldridge, Iowa 52748

(563) 326-8640  
FAX – (563) 328-4173  
E-MAIL - [engineer@scottcountyiowa.com](mailto:engineer@scottcountyiowa.com)  
WEB SITE - [www.scottcountyiowa.com](http://www.scottcountyiowa.com)



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JON R. BURGSTRUM, P.E.  
County Engineer

ANGELA K. KERSTEN, P. E.  
Assistant County Engineer

TARA YOUNGERS  
Administrative Assistant

MEMO

TO: Mahesh Sharma  
County Administrator

FROM: Jon Burgstrum  
County Engineer

SUBJ: Presentation of Road side Vegetation Inventory in 2017

DATE: September 20, 2016

I will be showing the Board a PowerPoint presentation showing the results of phase one of the roadside inventory that we have just completed. Curtis Lundy will be there to answer question about the task force and Lee Searles will be there to answer questions about the inventory.

The phase 2 part of the inventory will be done next summer and we will have another presentation at that time.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON  
\_\_\_\_\_  
DATE  
\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 22, 2016

APPROVAL OF STAFF APPOINTMENTS

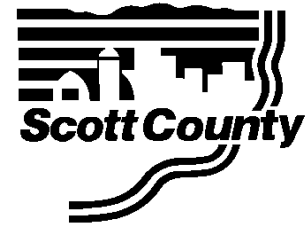
BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The hiring of Ethan Roling for the position of Correction Officer in the Sheriff's Office at the entry level rate.

Section 2. The hiring of Vincent Brodersen for the position of part-time Bailiff in the Sheriff's Office at the entry level rate.

Section 3. The hiring of Nathan Poell for the position of Service Technician in the Secondary Roads Department at the entry level rate.

**Community Services Department**  
600 W. 4<sup>th</sup> St.  
Davenport, Iowa 52801



**(563) 326-8723      Fax (563) 326-8730**

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September 12, 2016

To:      Mahesh Sharma  
From:    Lori A. Elam  
Re:      Approval of Tax Suspension Request

The County has received a tax suspension request to have the property taxes currently owed suspended as follows:

**REQUESTED TAX SUSPENSION:**

Donald/Ramona Simms  
2615 Telegraph Road  
Davenport, IA 52804

Suspend: 2015 property taxes due in September 2016 and March 2017 in the amount of \$1150.37 including interest and penalty. In addition suspend the following special assessments/utility fees: Receipt # 061141 \$195.49; Receipt #054621 \$189.30; and Receipt #066742 \$187.58. Total suspension amount with taxes and fees: \$ 1728.37

The application meets the Board Suspension Policy requirements. It is recommended that the Board suspend these taxes at their next Board meeting.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES THAT THIS RESOLUTION HAS BEEN FORMALLY APPROVED BY THE BOARD OF SUPERVISORS ON \_\_\_\_\_ DATE \_\_\_\_\_

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SCOTT COUNTY AUDITOR

**R E S O L U T I O N**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**SEPTEMBER 22, 2016**

**SUSPENDING THE 2015 PROPERTY TAXES FOR DONALD/RAMONA SIMMS, 2615 TELEGRAPH ROAD, DAVENPORT, IOWA, DUE IN SEPTEMBER 2016 AND MARCH 2017 IN THE AMOUNT OF \$1150.37 INCLUDING INTEREST AND PENALTY AND \$572.37 IN UTILITY FEES/SPECIAL ASSESSMENTS.**

**BE IT RESOLVED by the Scott County Board of Supervisors as follows:**

- Section 1. The 2015 property taxes, due September 2016 and March 2017 including interest and penalties for Donald/Ramona Simms, 2615 Telegraph Road, Davenport, Iowa, in the amount of \$1150.37 and utility fees/special assessments in the amount of \$195.49 (receipt #061141), \$189.30 (receipt #054621) and \$187.58 (receipt #066742) are hereby suspended.
- Section 2. That the County Treasurer is hereby directed to suspend collection of the above stated taxes, assessments, and rates or charges, including interest, fees, and costs, thereby establishing a lien on said property as required by law, with future collection to include statutory interest.
- Section 3. This resolution shall take effect immediately.



**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Fax: (563) 328-3285  
www.scottcountyiowa.com



September 12, 2016

TO: Mahesh Sharma, County Administrator  
FROM: David Farmer, Director of Budget and Administrative Services  
SUBJ: Approving FY16 Fund Transfers

It is required that the Board approves fund transfers prior to year end. However, the calculation of all transfer amounts (for interest earnings, capital purchases, etc) would not be possible until after year end amounts have been booked, which is subsequent to year end (under accrual accounting). In June 2016, the Board approved the transfer intent resolution and the following table represents the final calculations of the requested transfers

At this time, it is recommended that the Board approve the following fund transfers at their Board meeting to be held on September 22, 2016.

<b><u>From Fund</u></b>	<b><u>To Fund</u></b>	<b><u>Amount</u></b>	<b><u>Reason</u></b>
General Fund	Vehicle	\$235,000	Property Tax Funding
General Fund	Secondary Roads	\$775,000	Property Tax Funding
General Fund	Electronic Equip	\$610,000	Property Tax Funding
General Fund	Capital	\$990,000	Property Tax Funding
General Fund	Capital	\$545,030	Conservation CIP projects
General Fund	Capital	\$2,694,000	One time uses of fund balance
General Fund	Capital	\$61,149	Transfer of Conservation REAP to CIP
General Fund	Capital	\$55,910	Use of Restricted Forfeiture funds for CIP
General Fund	Capital	\$53,864	Use of Restricted Commissary funds for CIP
General Fund	Cons CIP	\$243,782	Conservation Fee Transfer
General Fund	Cons CIP	\$33,993	Lake Canyada earned escrow transfer
General Fund	General Supplemental	\$5,152,037	Property tax funding
General Fund	Golf Course Enterprise	\$100,000	Conservation Fee Transfer
General Fund	Insurance Fund	\$270,000	Prior Year General Fund Assigned Balance
Rural Services	Secondary Roads	\$2,310,000	Property tax funding
Electronic Equip	Capital	\$610,000	Electronic equipment purchases
Cons CIP	Capital	\$97,464	Use of Conservation CIP funds
Cons CIP	Capital	\$56,902	Correction of FY 15 Use of Conservation CIP funds
Cons Equip	General	\$70,868	Use of Conservation Equip funds
Recorder Mgmt Fees	General	\$20,000	To fund Recorder Record Mgmt authorized expenditures

It is recommended the Board approve these fund transfers at their next meeting.

Cc: Craig Hufford, Treasurer's office  
Wes Rostenbach, Auditor's office.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 22, 2016

APPROVAL OF FY16 YEAR-END FUND TRANSFERS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. FY16 year-end fund transfers as presented by the County Administrator are hereby approved.

Section 2. This resolution shall take effect immediately.