

AGENDA
SCOTT COUNTY BOARD OF SUPERVISORS
March 17, 2022 - 5:00 P.M.

The public may join this meeting in person OR by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

TO JOIN BY PHONE 1-408-418-9388
ACCESS CODE: 2485 730 1399 PASS CODE: 1234
OR you may join via Webex. Go to www.webex.com and JOIN meeting
using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

1. Roll Call: Beck, Croken, Kinzer, Knobbe, Maxwell

2. Pledge of Allegiance.

3. Approval of Minutes:

March 1, 2022 Committee of the Whole

March 3, 2022 Board Meeting

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe ___ Maxwell ___

4. Public Comment as an Attendee.

By Phone:

*3 to raise/lower hand, *6 to unmute (host must unmute you first)

By Computer:

Bottom right of screen, you will find Participants and Chat, in this area you will find the hand icon, use the hand icon to raise and lower your hand.

Public Hearing

5. Public hearing relative to an ammendment to the County's current FY22 budget.

Open Public Hearing

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe ___ Maxwell ___

Close Public Hearing

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe ___ Maxwell ___

6. Public hearing relative to Scott County's FY23 Annual Budget and five year Capital Improvement Plan.

Open Public Hearing

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe ___ Maxwell ___

Close Public Hearing

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe ___ Maxwell ___

Consent

7. Resolution approving the contract with MSA Professional Services, Inc. for Scott County Stormwater Drainage System Analysis in Unincorporated Mt. Joy.
8. Resolution approving the funding agreement between Scott County and the Iowa Department of Transportation (Iowa DOT) for safety improvements at the intersection of Y40 (60th Avenue) and Hwy 130.
9. Resolution approving the purchase of herbicides for Vegetation Roadside Program from Nutrien Solutions, Spearfish, SD for \$21,652.70.
10. Resolution approving the classification and staffing adjustments as discussed during the fiscal year 2022 budget process review.
11. Resolution approving the over hire of Senior Election Clerk in the Auditor's office due to pending retirement.
12. Resolution approving the staff appointments.
13. Resolution approving the modification to the Mississippi Valley Workforce Area Chief Elected Official Shared Liability Agreement.
14. Resolution approving the appointments to Boards & Commissions.
 - Arlen Beck to the Veterans Affairs Commission
 - Dr. Michael Franzman to the Board of Health

- 15. Motion approving the beer/liquor license renewal for Glynn's Creek Golf Course, 19251 290th Street, Long Grove.
- 16. Motion approving the beer/liquor license renewal for Davenport Country Club, 25500 Valley Drive, Pleasant Valley.
- 17. Resolution approving warrants in the amount of \$1,492,702.24 and purchasing card transactions in the amount of \$124,143.94.

Moved by _____ Second by _____

Beck _____ Croken _____ Kinzer _____ Knobbe _____ Maxwell _____

Finance & Intergovernmental

- 18. Resolution approving a budget amendment to the FY22 County Budget.

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe___ Maxwell___

- 19. Resolution approving a FY23 Compensation Schedule for County Elected Officials and Deputy Office Holders.

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe___ Maxwell___

- 20. Resolution approving adjustment in salary for non-represented county employees for FY23.

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe___ Maxwell___

- 21. Resolution adopting the FY23 County Budget in the amount of \$120,720,281 and the County's FY23 Capital Budget and FY24-27 Capital Program.

Moved by _____ Second by _____

Beck ___ Croken ___ Kinzer ___ Knobbe___ Maxwell___

Other Items of Interest

- 22. County Administrator Report.

- 23. Board of Supervisors Report.

- 24. Adjourned. Moved by _____ Seconded by _____

Instructions for *Unmuting Phone Line* during Board Meeting teleconference

To gain the moderator's attention, **press *3 from your phone OR the raise hand icon** on computer or mobile device (for location of raise hand icon, see below). Phone lines will be placed on mute during the meeting. Participants may unmute their line using the mute icon or *6 on their phone after being recognized by the Chair.

Meeting # 2485 730 1399

Password #1234

Connect via Computer or application:

Host: www.webex.com Meeting number: **above** Password: **1234**

Or use direct link to meeting:

<https://scottcountyiowa.webex.com/scottcountyiowa/onstage/g.php?MTID=eeb5a70d213a24b9def8f0597ced09ce6>

Connect via telephone: 1-408-418-9388 Meeting number: **above** Password: **1234**


Telephone / Cell Phones Connections:

Telephones lines will be placed on mute during the meeting. Participants may "raise their hand" by using *3 to gain attention of the host.



When called upon for comments by the Board,


1. The host will then unmute the participant's line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by keying * 6
4. After conversation, please lower your hand. (*3 again)


Computer / Application Connections:

If connected via web application or computer, the user should look for the **Raise Hand**  raise hand symbol and click to appear raised so the host may acknowledge you.

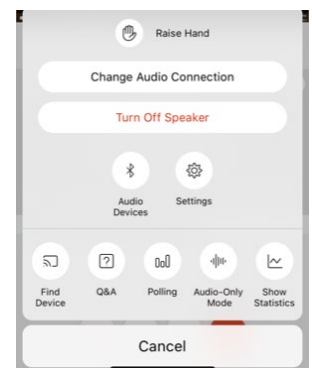
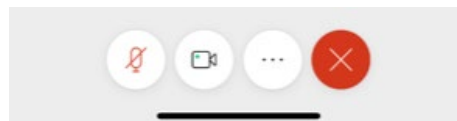
1. The host will then unmute the participant's line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by clicking the microphone symbol.
4. After conversation, please lower your hand. (*3 again)

You can mute yourself so that everyone can concentrate on what's being discussed. While you're on a call or in a meeting, select  at the bottom of the meeting window. You'll know it's working when the button turns red .

If you want to unmute yourself, select . Others can hear you when the button turns gray.

When you're muted and move away from the call controls, the mute button moves to the center of your screen and fades in color  to indicate that you're still muted.

To find the **raise hand icon**, you may need to click on ...



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 - _____ 2022

SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF THE CONTRACT TO PERFORM PROFESSIONAL DESIGN SERVICES FOR
STORMWATER ANALYSIS IN UNINCORPORATED MT. JOY

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

Section 1. That Scott County enters into a contract with
MSA Professional Services, Inc., to perform
professional design services for storm water analysis
in unincorporated Mt. Joy.

Section 2. That the County Engineer be authorized to sign
the contract document on behalf of the Board.

Section 3. That this resolution shall take effect immediately.

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SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF AGREEMENT FOR USE OF HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) –
SECONDARY, FEDERAL-AID SWAP FUNDS FOR SAFETY IMPROVEMENTS AT THE INTERSECTION
OF Y40 AND HWY 130

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

Section 1. That the agreement between Scott County and the Iowa Department of Transportation for Intersection Improvement Project No. HSIP-SWAP-C082(68)--FJ-82 be approved.

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

Section 3. That this resolution shall take effect immediately.

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SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL TO PURCHASE HERBICIDES

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

- Section 1. That the Scott County Secondary Roads Department is authorized to purchase herbicides from Nutrien Solutions, Spearfish, SD, for a total of \$21,652.70.
- Section 2. That this resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
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SCOTT COUNTY AUDITOR

R E S O L U T I O N - _____ 2022

SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF CLASSIFICATION AND STAFFING ADJUSTMENTS AS DISCUSSED
DURING THE FISCAL YEAR 2023 BUDGET REVIEW PROCESS

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

- Section 1. That the table of organization for the Budget and Administrative Services Department be increased by 0.25 Intern (total 0.25 FTE).
- Section 2. That the table of organization for Community Services Department be decreased by 1.0 FTE Office Assistant (total 0.0 FTE) and increased by 1.0 FTE Senior Office Assistant (total 3.0 FTE).
- Section 3. That the table of organization for Community Services Department be decreased by 1.0 FTE Senior Administrative Assistant (total 0.0 FTE) and increased by 1.0 FTE Administrative Support Specialist (total 1.0 FTE). The position shall be placed at the salary range 25.
- Section 4. That the table of organization for Conservation Department be decreased by 1.0 FTE Golf Maintenance Technician (total 0.0 FTE).
- Section 5. That the table of organization for the Health Department be increased by 0.1 FTE Maternal, Child, Adolescent Nurse (total 0.5 FTE) to reflect actual hours.
- Section 6. That the table of organization for Health Department be increased by 1.0 FTE Senior Administrative Assistant (total 1.0 FTE).

- Section 7. That the table of organization for Human Resources Department be increased by 1.0 FTE Office Assistant (total 1.0 FTE)
- Section 8. That the position of Sex Offender Registry Specialist in the Sheriff's Office be modified to reflect a pay range of 20.
- Section 9. That the table of organization for Sheriff's Office be increased by 1.0 FTE Classification Specialist (total 3.0 FTE).
- Section 10. That the table of organization for Sheriff's Office be increased by 4.0 FTE Corrections Sergeant (total 18.0 FTE).
- Section. 11. That the table of organization for Sheriff's Office be increased by 5.0 FTE Sheriff Deputy (total 43.0 FTE).
- Section 12. That the table of organization for Sheriff's Office be increased by 1.0 FTE Sheriff's Lieutenant (total 4.0 FTE).
- Section 13. That the table of organization for Treasurer's Office be increased by 1.0 FTE Multi-Service Clerk (total 20.0 FTE).
- Section 14. This resolution shall take effect July 1, 2022. However, Section 4 is effective immediately and Section 1 is effective May 1, 2022.

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SCOTT COUNTY BOARD OF SUPERVISORS

MARCH 17, 2022

APPROVAL OF THE REQUEST TO OVERFILL THE
SENIOR ELECTIONS CLERK POSITION.

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

- Section 1. That the request to overfill the SENIOR ELECTIONS CLERK position through August 5, 2022 to facilitate a smooth transition is hereby approved.
- Section 2. This resolution shall take effect immediately.

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R E S O L U T I O N - _____ 2022

SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF STAFF APPOINTMENTS

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

Section 1. The hiring of Bryan Nash for the position of Elections Specialist in the Auditor's Office at step 5.

Section 2. The hiring of Nicole Miller for the position of Fiscal Health Manager in the Health Department at step 7 and annual vacation accrual of 3 weeks.

Section 3. The hiring of Jesse Handley for the position of Correction Officer in the Sheriff's Office at entry level rate.

Section 4. The hiring of Nicholas Doage for the position of Correction Officer in the Sheriff's Office at entry level rate.

Section 5. The hiring of William Soseman for the position of part-time custodian in the FSS department at entry level rate.

Section 6. The hiring of Jonathon Gibbs for the position of Detention Youth Counselor in JDC at the entry level rate.

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R E S O L U T I O N - 2022

SCOTT COUNTY BOARD OF SUPERVISORS
March 17, 2022

A RESOLUTION APPROVING THE MODIFIED THE MISSISSIPPI VALLEY
WORKFORCE AREA CHIEF ELECTED OFFICIAL
SHARED LIABILITY AGREEMENT

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

- Section 1. That the modified Mississippi Valley Workforce Area Chief Elected Official Shared Liability Agreement is approved.

- Section 2. This resolution shall take effect immediately.

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R E S O L U T I O N - _____ 2022

SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF APPOINTMENT OF ARLEN BECK TO THE
VETERANS AFFAIRS COMMISSION

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

Section 1. That the appointment of Arlen Beck to the Veterans Affairs
Commission for a three (3) year term expiring on May 31, 2025
is hereby approved.

Section 2. This resolution shall take effect immediately.

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SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF APPOINTMENT OF DR. MICHAEL FRANZMAN
TO THE BOARD OF HEALTH

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

Section 1. That the following appointment of Dr. Michael Franzman to the Board of Health for an unexpired (3) year term expiring December 31, 2023 is hereby approved.

Section 2. This resolution shall take effect immediately.

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DATE

SCOTT COUNTY AUDITOR

RESOLUTION - _____ 2022

SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF WARRANTS IN THE AMOUNT OF \$1,492,702.24 AND
PURCHASING CARD TRANSACTIONS IN THE AMOUNT OF \$124,143.94

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

Section 1. The Scott County Board of Supervisors approves for payment all warrants numbered 316366 through 316591 as submitted and prepared for payment by the County Auditor, in the total amount of \$1,492,702.24.

Section 2. The Board of Supervisors approves for payment to Wells Fargo Bank all purchase card program transactions as submitted to the County Auditor for review in the amount of \$124,143.94.

Section 3. This resolution shall take effect immediately.

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SCOTT COUNTY BOARD OF SUPERVISORS

MARCH 17, 2022

APPROVING A BUDGET AMENDMENT TO THE FY22 COUNTY BUDGET

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

Section 1. A budget amendment to the current FY22 County Budget as presented by the County Administrator is hereby approved as follows:

<u>SERVICE AREA</u>	<u>FY22 AMENDMENT AMOUNT</u>
Public Safety and Legal Services	\$908,973
Physical Health and Social Services	\$139,000
Mental Health, ID & DD	(\$943,238)
County Environment and Education	\$3,071,037
Roads and Transportation	\$633,400
Government Services to Residents	\$47,412
Administration	\$131,338
Debt Service	\$5,100
Capital Projects	\$8,329,640
Operating Transfers Out	\$6,907,524

Section 2. This resolution shall take effect immediately.

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SCOTT COUNTY AUDITOR

R E S O L U T I O N - _____ 2022

SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF FISCAL YEAR 2023 COMPENSATION SCHEDULE FOR COUNTY
ELECTED OFFICIALS AND DEPUTY OFFICE HOLDERS

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

Section 1. The Fiscal Year 2023 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 7/1/2022)</u>
Auditor	\$ 96,489
County Attorney	\$161,155 ¹
Recorder	\$ 96,489
Sheriff	\$154,004
Treasurer	\$ 96,489
Board Member, Board of Supervisors	\$ 46,145
Chair, Board of Supervisors	\$ 49,145

Section 2. The Fiscal Year 2023 salary schedule for Deputy Office Holders is hereby approved as follows:

<u>Position</u>	<u>Annual Salary (effective 7/1/2022)</u>
First Assistant Attorney (85%)	\$136,982 ¹
Second Deputy Recorder (85%)	\$ 82,016
Chief Deputy Sheriff (85%)	\$130,903
Chief Deputy Sheriff – Captain (83%)	\$127,823

Section 3. It is understood that those positions referenced herein are salaried employees and are not paid by the hour.

Section 4. This resolution shall take effect July 1, 2022.

1. Salary may need to be reduced depending on Judicial Branch setting of District Court Judge's salary pursuant to Iowa Code §331.752(5)

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SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

APPROVAL OF ADJUSTMENT IN SALARY FOR NON-REPRESENTED COUNTY
EMPLOYEES FOR FISCAL YEAR 2023

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

- Section 1. The salary ranges for County positions included in the Non-represented group shall be adjusted on July 1, 2022 by increasing the salary range by three percent (3.00%).
- Section 2. 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.
- Section 3. The top of the salary schedule for Seasonal Health Worker, Planning Intern, Budget Intern and Seasonal Maintenance Worker (Roads) in the Z schedule of the pay plan shall be increased by three percent (3.00%).
- Section 4. The hourly rate for the part-time LPN and RN/EMT-P for the Immunization Clinic and Correctional Health Nurse for Jail Health in the Z schedule of the pay plan shall be increased by three percent (3.00%).
- Section 5. This resolution shall take effect July 1, 2022.

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SCOTT COUNTY AUDITOR

R E S O L U T I O N - _____ 2022

SCOTT COUNTY BOARD OF SUPERVISORS

March 17, 2022

ADOPTING THE FY23 COUNTY BUDGET IN THE AMOUNT OF \$120,720,281
THE COUNTY'S FY 23 CAPITAL BUDGET AND FY24-27 CAPITAL PROGRAM.

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

Section 1. The FY23 County Budget as presented by the County Administrator and as reviewed and considered by this Board is hereby adopted in the amount of \$120,720,281 (which includes budgeted \$119,368,505 Governmental fund and the Golf Course Enterprise Fund in the amount of \$1,351,776, a non-budgeted fund for State certification purposes).

Section 2. The total amount of service area:

<u>Service Area</u>	<u>Amount</u>
Public Safety & Legal Services	\$40,329,089
Physical Health & Social Services	7,588,116
County Environment & Education	8,775,109
Roads & Transportation	9,202,500
Government Services to Residents	3,537,755
Administration (interprogram)	<u>15,018,636</u>
Subtotal Operating Budget	\$84,451,205
Debt Service	4,850,800
Capital Projects	30,066,500
Subtotal County Budget	\$119,368,505
Golf Course Operations	<u>1,351,776</u>
TOTAL	<u>\$120,720,281</u>

Section 3. The FY23 capital budget and FY24-27 capital program is hereby adopted.

Section 4. The County's Urban Levy rate for FY 23 shall be \$5.95000 per \$1,000 taxable valuation in Urban Areas. The County's Rural Levy rate for FY 23 shall be \$8.82004 per \$1,000 taxable valuation in Rural Areas.

Section 5. 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.

Section 6. This resolution shall take effect immediately.