

Scott County Board of Supervisors
March 3, 2020 8:00 a.m.

The Board of Supervisors met as a committee of the whole and pursuant to adjournment with Beck, Knobbe, Kinzer and Maxwell present. Supervisor Croken participated via telephone.

Angela Kersten, County Engineer, reviewed a contract for placing pavement markings on secondary roads. She said annually the County paints the centerline on all rural paved roads and bi-annually paints the white edge line on these roads. She said the west half of the county will receive white edge line painting this year. She said a request for quotes was sent in January and the low bid came from Vogel Traffic Services, Orange City, Iowa for \$107,865.28 and she recommended entering into a contract with Vogel. She said the total budgeted amount for pavement markings in FY 2020 is \$110,000.

Beck said he was contacted by a constituent regarding the reflectivity of the painting. He said that he investigated the issue with the County Engineer and learned that the County uses a water based paint due to DOT requirements which may not last as long as the old oil based paints.

Croken asked if the County has ever entered into a 28E agreement with other communities for better rate due to a greater volume.

Kersten said that five years ago the County sent out a joint contract with the City of Davenport for line striping. She said that the differing requirements between the City and the County, such as County striping during the day and City striping at night, meant that they could not find one contractor who could handle the work for both the City and the County. She said that the County went with a firm that does county road striping and the City went with a firm that does city street striping.

Croken said that he supported the current request, but suggested that the County consider the attempt again in the future.

Kinzer said that the County has reached out to the cities when striping to see if they want to participate.

Kersten said that her Department typically contacts the smaller cities, including Eldridge and LeClaire, about participating in the striping, and this year most of the cities will participate. She said the contractor will directly bill the participating cities.

Barbara Pardie, Fleet Manager, reviewed the purchase of six Ford Explorer Police Interceptors for the Sheriff's Office Patrol Division. She said that Charles Gabus Ford, Des Moines, Iowa, which has the State contract, submitted the low bid of \$193,576.00. She added that patrol vehicles ordered in May had recently arrived.

Croken asked if there were any local bidders who were comparable in price.

Pardie said Lindquist Ford, Bettendorf, Iowa submitted a bid that was about \$1,500 more than the low bid, and Courtesy Ford, Davenport, Iowa submitted a substantially higher bid.

Croken said that he would rather spend the money locally.

Knobbe said that he would rather spend the money locally, but the County uses a bid process.

Kinzer said the Board should consider changing County policy to give local vendors a preference.

Croken said that money spent locally would have a greater return to the local community.

Pardie said this is government pricing, the profitability is very low and the vehicles have to be ordered to be built.

Knobbe asked how many vehicles the County purchases per year.

Pardie said, excluding Secondary Roads, the County purchases at least ten vehicles per year.

Pardie reviewed the purchase of one snow plow and accessory equipment, including installation, for Facilities and Support Services (FSS). She said FSS is getting a flatbed truck and the plow will be mounted on this truck. She said the low bid was from Drive Line, Dubuque, Iowa for \$12,683.00.

Croken asked if the next lowest bid was local and what the price difference was.

Pardie said the second bidder was local and the price difference was about \$1,200.00.

Croken said that he preferred to see the money spent locally. He said that this is a lot of money, and that the County asks businesses to invest in the community and then the County does not invest in them.

Maxwell said that he agreed that buying local is great but that he is concerned about being fair to taxpayers. He said that low bid is a clear line which protects taxpayer dollars. He said the line can be moved, but there will always be a line in the sand where this is too far, and this becomes a slippery slope.

Beck said that low bid keeps everything above board, and that this is a problem with governmental agencies making sure everything is fair and above board nothing is being done behind the scenes to favor one business over another. He said firms do not build

their business around any one or two jobs. He said he wants to protect taxpayer money. He questioned where to draw the line in terms of percentage or dollar amount, and said that this is difficult and a slippery slope.

Kinzer said that this is a passionate discussion which has gone on for many years. He said that he remembers when firms such as Caterpillar and Case left. He said that we should be proud of buying local and that buying local could be a selling point with recruiting new businesses.

Knobbe said the best thing government can do for local businesses is to help them be as efficient as possible. He said government being as efficient as possible and keeping their taxes as low as possible helps business be efficient. He said our local businesses compete as outsiders in other communities.

Croken said that keeping taxes low is a good goal, but as businesses struggle to survive and our GDP is low, an investment in our community is an investment in our taxpayers. He said it does us no good to support a dealership in another community if that means a local business cannot hire more workers or cannot keep the workers it has and those workers then ask the County to suspend property taxes due to hardship.

Pardie reviewed the purchase of two replacement flat-bed trucks, one for Facility and Support Services and one Secondary Roads. She said two bids were received, with the low bid coming from Courtesy Ford, Davenport, Iowa for \$73,283.10.

Pardie reviewed the purchase of one mid-size sedan for Community Services for the Mental Health Advocate. She said three bids were received, with the low bid coming from Charles Gabus Ford, Des Moines, Iowa for \$17,911.00.

Croken asked what the price difference was between Gabus Ford and Lindquist Ford.

Pardie said the difference was about \$1,200.00.

Tim Huey, Planning and Development Director, reviewed the Final Plat for Brus Commercial Park 2nd Addition located in part of the SW $\frac{1}{4}$ NE $\frac{1}{4}$ and NW $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 1 in Buffalo Township, south and west of 118th/Utah Avenue and east of Lakeside Manor Mobile Home Park. He said this is considered a minor subdivision because it is fewer than four lots with no extension of current infrastructure. He said it is 62 acres, the south 40 acres is zoned Ag General, and the north 22 acres is zoned Commercial Light Industrial C-2. He displayed the zoning map and described the surrounding area. He said the Planning Commission had approved a site plan review for a Kwik Star convenience store on the north 22 acres.

He said an easement through the west side of the Kwik Star property will remain for access to the south 40 acres. He said the likelihood of development of the south portion in the next 20 years is very low, but if it did develop the Planning Commission would require an improved access. He said that there will not be access from the Lakeside

Manor Mobile Home Park. He said that Kwik Star, Secondary Roads, the City of Davenport and the Iowa DOT are negotiating a traffic signal at the intersection of Highway 61 and 118th Avenue. He said that wastewater treatment will be by a septic system. He said that area residents are excited by the development.

Kinzer asked if the area is currently farmed.

Huey said yes.

Knobbe asked about a small area shown on the map on the north side of the property.

Huey said this area is part of the parcel and is a leftover from when the DOT expanded Highway 61.

Huey reviewed a Final Plat of MicVic Acres located just west of the City of Long Grove and on the north side of 270th Street legally described as part of the SE $\frac{1}{4}$ SW $\frac{1}{4}$ less the west seven (7) acres of Section 27 in Winfield Township. He said the area was rezoned in January 2019 to R-1. He said the area is not adjacent to Long Grove and therefore could not be annexed into the city. He said a preliminary plat was approved in March 2019 with six large residential lots. He said two lots have access to 270th Street and four will have access by a private road. He said the private road improvement has been made and that the developer has posted a letter of credit as surety for completion of the road. He said the letter of credit runs for two years at which time either the road is completed, the letter can be renewed or the County can exercise the letter and construct the road. He said he expected developers to build the road within two years.

He said the City of Long Grove approved the plat. He said storm water management is on the site which the home owners' association is responsible to maintain, as is the private road. He said the association will be comprised of the four northern lots as the two southern lots have no need to use the road. He said the Planning Commission recommended approval.

Knobbe observed that there are significant areas of Long Grove which are in farm land and this area outside Long Grove is being developed into residences.

Huey said this is one of about six areas in the County which developed prior to 1980 and demonstrates why zoning was put into place to control development of farm land. He said that limited development does meet the market demand for ten acre farm lots.

Huey reviewed the application and Public Hearing on Terry and Zach Ralfs (dba Ralfs Finishers) State Construction Permit application for expansion of an existing Confined Animal Feeding Operation located at 23300 Maysville Road in part of the SW $\frac{1}{4}$ SE $\frac{1}{4}$ Section 15, T79N, R2E (Hickory Grove Township). He said this site is large enough to require a state permit but not large enough to require compliance with the master matrix. He said the original barn was built in 2001 and expanded in 2015, and the proposal will double the size of the second addition. He reviewed the site and

surrounding area. He said the site is within required separation distances from water sources and residences, businesses, churches and schools. He said a public hearing is scheduled for Thursday, March 5, 2020 at 5:00 p.m. He said the Board needs to vote on the approval within 30 days of application or the applicant could waive that requirement.

Beck asked if the distances referenced are the same as in the master matrix.

Huey said that he believed they were the same or very close. He said open earthen lagoons require more significant distances. He said there is demand for the manure.

Croken asked if there were other public comment.

Huey said that there has been comment asking the Board to not approve the permit.

Kinzer said he recommended that the Board wait two weeks after the public hearing before voting on the application.

Croken asked if the County could have stricter requirements.

Huey said that the law prevents the County from adopting stricter standards.

Huey reviewed the payout of Hazard Mitigation Grant funds received for acquisition and structure demolition of property located at 31379 Scott Park Road which is located in the Wapsipinicon River's 100 year floodplain. He said the property suffered repetitive losses from repeated flooding since before 2004. He said the federal program originally required a 25 percent match by the local jurisdiction, and that the owners originally agreed to provide that match by forgoing 25 percent of the property's value. He said an application was made in 2017 under those terms. He said that subsequently the regulations changed and the owners can receive 100 percent of the value.

He said the County will acquire title to the property and must keep title in perpetuity, and that the property cannot be developed except for passive uses such as native prairie or row crops. He said that asbestos must be evaluated and the structures demolished within 90 days of acquisition. He said the closing will be on Friday, March 6th.

Maxwell asked if all the buildings will be demolished and if the land can be leased for row crops, instead of the County maintaining the property.

Huey said that all the buildings will be demolished, but that the County could lease the land for row cropping.

Croken asked if there were any salvage value to the properties.

Huey said no that the property has suffered repetitive damage from flooding and the time frame would not allow for salvage. He said that the County will be reimbursed by the State for demolition costs.

Tammy Speidel, Director of Facility and Support Services (FSS), reviewed a contract for security services for the Scott County Administrative Center. She said that a Security Committee was established in the fall of 2019. She said three different security audits were conducted, including one from the Department of Homeland (DHS) Security in August 2018, a Sheriff's Office report from September 2019 and a DHS audit from October 2019 requested by the Auditor. She said the committee reviewed the recommendations and compiled them into a planning document. She said recommended capital improvements would amount to about \$1.4 million in costs.

She said the Board approved two full time bailiff positions for Administrative Center security, but other legally required priorities and injuries to Sheriff Staff pulled those bailiffs away from providing security for the building. She said the Committee determined that the Sheriff's Office could not guarantee security for the building so it sought bids from outside firms to provide security. She said four firms made bids, two firms were interviewed and a contract was drafted with Global Security Services. She said the Risk Manager reviewed the contract and wanted increased liability insurance coverage. She said the contract would include 50 hours per week to cover times when staff typically arrive or depart from work, with two guards to avoid paying overtime. She said the total amount is estimated at \$69,566.00 for the first year based on an hourly charge for services.

Beck asked if the additional insurance was carried by the firm.

Speidel said the firm would carry the insurance.

Robert Buck, Building Inspector, said the Planning and Development Office was interrupted 34 times in one day when there was no bailiff present. He cited one time when a person entered the office and made it into a second office before Buck could intercept him and escort him out. He said these interruptions occur daily and are disruptive to operations. He said many people argue and complain in the entryway so loudly that they can be heard in the Planning Office.

Deborah Dierkes, FSS, said at the sixth floor reception desk she answers internal calls, and on a daily basis she answers calls from departments which could be handled if the building had security available. She cited family team meetings at Human Services which go awry and need security intervention. She said some people need access to the wheelchair and only the bailiffs have access to where the wheelchair is stored.

Taylor Beswick, Planning and Development Specialist, said he has been acting as a concierge for the building in directing people where to go for different county services up to forty times per day. He said the signage could be improved with increased detail to direct people to proper departments.

Maxwell said this was not a criticism of the Sheriff's Office and that he visited with the Sheriff about the contract and believed that the Sheriff supported it. He said that providing security to the building was very important.

Sheriff Tim Lane verified that his department was not offended by the contract and his office would respond to emergencies as needed.

Croken said there were two problems, welcoming customers and security, and that a security firm may not be able to provide the welcome effectively. He said security was the more important aspect. He asked if FSS had considered adding a greeter.

Speidel said that FSS has a book for staff on how to direct the public and the security people could learn that task. She said that a greeter had been considered in the past, but that security personnel could fulfill both roles.

Beck asked if there would be the same personnel every day.

Speidel said that was part of the contract to provide consistency.

Knobbe asked what provisions are in place to coordinate between security personnel and the Sheriff's Office.

Speidel said that the firm hires retired law enforcement or retired military personnel. She said there will be training required for dealing with those with mental health disorders. They will receive a County provided radio, access to the County intranet and allow for completing reports. She said there will be on-site meetings with supervisors for several months to assure that they are meeting the County's needs.

Beck asked how soon someone would be assigned to the building.

Speidel said four to six weeks after approving the contract.

Kinzer said that he has had several conversations with the Sheriff and that the Board should authorize hiring more bailiffs to provide security. He asked who is responsible for security for the Administrative Center.

Speidel said that it is a joint responsibility between the Sheriff and FSS.

Sheriff Lane said that his office is legally responsible for security of the courthouse and the Board is responsible for all other buildings.

Kinzer asked if private security firm personnel can make arrests and if the bailiffs can make arrests.

Sheriff Lane said that security personnel cannot make arrests and that in the opinion of the County Attorney, bailiffs can make arrests.

Kinzer said that it would be easy and appropriate for the Board to approve funds for hiring more bailiffs. He asked if the security personnel would carry a firearm and if there is a guarantee that retired law enforcement or military would be hired.

Speidel said that the personnel would carry a firearm and the firm said they only hire retired law enforcement and military personnel.

Croken said that he preferred hiring a front desk staff person and a backup bailiff provided by the Sheriff's Office.

Mike Fennelly, County Treasurer, said during a Security Committee meeting he asked the Sheriff's Office how many more bailiffs were needed to guarantee coverage, and the answer was they could not guarantee coverage at any number. He said that he wants the Sheriff to provide security but we also need a guarantee of coverage.

Sheriff Lane said that his office cannot guarantee coverage due to the nature of law enforcement but that this firm can make that guarantee. He said that he hoped an agreement could be made.

Fennelly cited several gun related incidents as a need for full time security.

Roland Caldwell, Auditor's Office Operations Manager, said that the Auditor had planned to speak but she was called away for consultation with the Secretary of State. He said that Auditor staff are very concerned about the lack of security. He said that concern is heightened every time an assault or gun incident occurs in a public building. He said that assaults with guns have occurred in Iowa directed at public officials, including Assessors and Auditors. He urged the Board to resolve the issue.

Sheriff Lane reviewed an application for Byrne Justice Assistance Grant funding to the State of Iowa Office of Drug Control Policy. He said that the grant would be for the Scott County Special Operations Task Force which is comprised of the police departments of Davenport, Bettendorf, Eldridge and LeClaire and the Scott County Sheriff's Office. He said that in the past the grant helped pay for staff for Quad City Metropolitan Enforcement Group (QCMEG) but that the County no longer staffs QCMEG. He said that the Sheriffs' Office has two members of Special Operations Unit in the task force and Bettendorf has one officer in the task force. The other cities do not currently have members. He said that last year the County received \$80,787 in pass through grant funding from the State and \$86,541 in direct grant funding. He said his office is planning to ask for grant funding which partially funds two officers and he is hopeful of increased funding.

Matt Hirst, IT Director, reviewed Service Desk Software Maintenance and Support renewal. He said the license renewal is for Numara Footprints software which is used in the Information Technology, Facilities and Support Services, Conservation and SECC Departments. He said the contract is for three years and the County saves ten percent for a three year commitment. He said the cost increases about \$1,000.00 with each three year renewal.

David Farmer, Budget & Administrative Services Director, reviewed the FY20 Quarterly Budgeting for Outcomes Report. He said in the Administration, Financial

Management area the fund balance was at 25 percent as of December 31st and he noted that measurement of the Strategic Plan adopted in December 2019 will begin in July 2020. He said in the County Attorney, Risk Management area that there were 29 new workers compensation claims, which is 73 percent of the projected total. He added that pay out costs have increased. He said in the Conservation, Recreational Services area has received a 99.6 percent satisfaction rating for the period. He said in the IT, Infrastructure Management area showed that servers are functioning 99 percent of the time. He said in the Treasurer, Accounting Finance area 99.7 percent of idle funds are investments earning at least 10 basis points above the Federal Funds Rate. He said for the Center for Alcohol and Drug Services (CADS) that while CADS reports that 97 percent of clients complete the program and do not leave against advice, a new measurement is needed to identify if CADS provides the number of beds needed.

Farmer also reviewed the Quarterly Financial Summary Report of Actual Revenues and Expenditures. He said actual expenditures were at 50.5 percent. He said the total budget including non-operating expenses was a 46.8 percent expended. He said revenue was at 60.4 percent, which is much greater than normal, and which is due to the receipt of bond proceeds of \$14 million at the beginning of the year. He said this percent will even off in the next six months. He said the County had 492.42 full time equivalent (FTE) authorized positions as of December 31st. He said the Attorney's Office added one FTE investigator. He said there were 7.1 FTE authorized overfill positions and 5.9 FTE open positions.

Farmer highlighted the following specific departments. He said the Risk Management budget had seen increased costs for worker compensation and automobile claims to the extent that a budget amendment will probably be necessary in May 2020.

Knobbe and Maxwell asked for staff to inform the Board regarding any trends or issues which can be identified in the increase in worker compensation claims.

Farmer said that Auditor Office revenue is at 15.2 percent due to delayed collection of reimbursable costs for local elections. He noted that the Board approved collection of those costs at the last meeting and expected revenue to increase. He said capital improvements show 15.4 percent expended which reflects the receipt of bond proceeds which are expected to be spent this fiscal year for the radio project. He said that money is spend periodically as the project progresses. He said when the next budget amendment occurs the expenditure percent will increase. He said revenues in the Health Department are lagging due to the department revenue coming from grants which have not yet been paid. He said that in the Information Technology Department computer software maintenance costs are 96 percent expended.

He said Juvenile Detention Center has received 96 percent of expected revenue, with the increase due to better reporting of actual costs to the State for reimbursement. He said purchase services and expenses were at 2.8 percent due to far fewer out of county juvenile placements than anticipated when the budget was developed last year.

He said Planning and Development Department revenue is at 64.6 percent due to charging for subcontractor building permits. He said Recorder's Office revenue is at 52.4 percent due to an increase in document stamps (59.2%) despite passport revenues being decreased (23.0%). He said Sheriff's Office revenue is lagging at 45.8 percent due to a decrease in Care and Keep charges for federal prisoners which is due to an increase in incarceration of local prisoners and therefore less space for the federal prisoners. He said costs for out of county placement of prisoners is at 206 percent of budget which will require a budget amendment in March as well as an amendment in May. He said salaries are at 51.8 percent.

He said local option sales tax revenues are at 62.6 percent of budget, and that the County received a true up distribution of \$571,964 in November. He said all local option sales tax revenue is used to lower property taxes. He said the State estimated a decrease of \$18,000 for this year versus last year.

Beck asked if the percent increase was due to collection of tax on internet sales.

Farmer said that this information is not provided by the State.

Farmer noted that the Self-Insurance Fund was positive by \$567, 531. He said the reserve in the fund was 5.1 months of yearly expenses. He said reserves should be between three to six months of yearly expenses.

Kinzer said the County's benefits are very good and he has not heard any complaints about the benefits from employees.

Farmer also reviewed quarterly financial reports from various county offices. He said the reports are required by State code and show Auditor's Office revenue is at 15 percent received, Recorder's Office revenue is at 52 percent received, Sheriff's Office revenue is at 45 percent received and Planning and Development Department revenue is at 65 percent received. He said that weapons permits issued by the Sheriff are for three years which helps account for the lag in revenue.

He said the Veteran's Affairs Office Administration showed 53 percent of the budget was expended which he attributed to travel and a \$1,200 equipment repair bill. He said Relief Payments showed eight percent expended, which he said was caused by fewer veterans' burials.

Moved by Maxwell, seconded by Kinzer at 10:20 a.m. a motion to adjourn. All Ayes.

Tony Knobbe, Chair of the Board
Scott County Board of Supervisors

ATTEST: Roxanna Moritz
Scott County Auditor