

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

August 3, 2020
 Manchester, Iowa
 11:30 AM

The Delaware County Board of Supervisors met in work session this date at 11:30 am with all members present. Also present were Dan Lett, Charity Loecke, and Carla K. Becker. There were no members of the media present. Chairperson Madlom called the meeting to order.

Delaware County Public Health Director Charity Loecke addressed the Board regarding her thoughts and concerns relating to the COVID-19 pandemic. There have been 25 more cases in Delaware County within the past 15 days. She has concerns regarding the start of school and how that will affect those contracting the virus as well as those isolating due to contact with someone who has contracted the virus. Due to the vast amount of time put into contact tracing, she is seriously looking at turning the tracing over to the state.

Today, she is starting the planning process for the fall flu clinics. They are looking at all options and are even considering drive-up clinics if they could secure the staff needed to run them. She wanted to touch base with the Board to get them thinking about possible options for additional funding for her office. Unfortunately, this virus is most likely here to stay for awhile.

The Board thanked Charity for keeping them informed.

These minutes have been read and approved for filing.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

August 3, 2020
 Manchester, Iowa
 1:15 PM

The Delaware County Board of Supervisors met in regular session this date at 1:15 pm with all members present. Also present were Daneen Schindler, Dan Lett, John Hansen, Jeremy Oden, Mike Corkery, and Carla K. Becker. There was one member of the media present via telephone. Chairperson Madlom called the meeting to order.

Motion made by Helmrichs, second by Buschmann and carried to approve the agenda as posted. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve the minutes from the July 27, 2020 regular session. All Ayes

There were no requests submitted for attendance at out-of-county meetings.

Public Hearing – Proposed Amendment to FY 2020-21 Budget

This being the date and time set to hold a public hearing on the proposed amendment to the FY 2020-21 Budget, as published in all three official newspapers of the County, Supervisor Madlom opened said public hearing at 1:17 pm.

Delaware County Auditor Carla K. Becker gave a brief explanation of the proposed FY 2020-21 Budget Amendment. The expenditures and revenues under Public Health Services are proposed to increase by \$20,000 to cover the pass thru grant monies for Public Health. It is proposed to increase the expenditures for the RCTP grant expenditures by \$25,000 to account for unexpended dollars from the 2019-20 approved grants. The budgeted expenditures for the part-time employee within the Recorder's Office are being proposed to increase due to additional working hours needed. Expenditures are being proposed to increase \$61,000 and revenues by \$100,000 due to the CDBG Reimbursement Grant for COVID-19 related expenses for local non-profits and school districts. Lastly, an increase of \$1,362,142 is proposed to move unused expenditures from FY 19-20 to FY 20-21 for the Sheriff's Office/Jail project.

There being no additional comments, either written or oral, the public hearing was closed at 1:20 pm.

Motion made by Helmrichs, second by Buschmann and carried to approve following amendment to the FY 2020-21 Budget:

COUNTY NAME:	RECORD OF HEARING AND DETERMINATION		COUNTY NO:
DELAWARE COUNTY	ON THE AMENDMENT TO COUNTY BUDGET		28
Date budget amendment was adopted:		For Fiscal Year Ending:	
August 3, 2020		June 30, 2021	
The County Board of Supervisors met on the date specified immediately above to adopt an amendment to the current County budget as summarized below. The amendment was adopted after compliance with the public notice, public hearing, and public meeting provisions as required by law.			
Iowa Department of Management	Total Budget	Adopted	Total Budget
Form 653 A-R Sheet 2 of 2	as Certified	Current	After Current
REVENUES & OTHER FINANCING SOURCES	or Last Amended	Amendment	Amendment
Taxes Levied on Property	1 10,725,317	0	10,725,317
Less: Uncollected Delinquent Taxes - Levy Yr	2 5,000	0	5,000
Less: Credits to Taxpayers	3 588,244	0	588,244
Net Current Property Taxes	4 10,132,073	0	10,132,073
Delinquent Property Tax Revenue	5 335	0	335
Penalties, Interest & Costs on Taxes	6 30,200	0	30,200
Other County Taxes/TIF Tax Revenues	7 1,230,740	0	1,230,740
Intergovernmental	8 6,381,752	120,000	6,501,752
Licenses & Permits	9 41,250	0	41,250
Charges for Service	10 499,225	0	499,225
Use of Money & Property	11 156,134	0	156,134
Miscellaneous	12 125,465	0	125,465
Subtotal Revenues	13 18,597,174	120,000	18,717,174
Other Financing Sources:			
General Long-Term Debt Proceeds	14 0	0	0
Operating Transfers In	15 3,900,423	23,000	3,923,423
Proceeds of Fixed Asset Sales	16 0	0	0
Total Revenues & Other Sources	17 22,497,597	143,000	22,640,597
EXPENDITURES & OTHER FINANCING USES			

Operating:				
Public Safety & Legal Services	18	3,537,947	0	3,537,947
Physical Health & Social Services	19	620,449	20,000	640,449
Mental Health, ID & DD	20	1,243,926	0	1,243,926
County Environment & Education	21	1,250,253	25,000	1,275,253
Roads & Transportation	22	7,127,814	0	7,127,814
Government Services to Residents	23	1,107,747	9,836	1,117,583
Administration	24	2,339,740	61,000	2,400,740
Nonprogram Current	25	52,110	0	52,110
Debt Service	26	637,200	0	637,200
Capital Projects	27	3,655,000	1,362,142	5,017,142
Subtotal Expenditures	28	21,572,186	1,477,978	23,050,164
Other Financing Uses:				
Operating Transfers Out	29	3,900,423	23,000	3,923,423
Refunded Debt/Payments to Escrow	30	0	0	0
Total Expenditures & Other Uses	31	25,472,609	1,500,978	26,973,587
Excess of Revenues & Other Sources				
over (under) Expenditures & Other Uses	32	(2,975,012)	(1,357,978)	(4,332,990)
Beginning Fund Balance - July 1, 2020	33	12,592,712	0	12,592,712
Increase (Decrease) in Reserves (GAAP)	34	0	0	0
Fund Balance - Nonspendable	35	0	0	0
Fund Balance - Restricted	36	8,503,971	(1,362,142)	7,141,829
Fund Balance - Committed	37	0	0	0
Fund Balance - Assigned	38	86,226	(25,000)	61,226
Fund Balance - Unassigned	39	1,027,503	29,164	1,056,667
Total Ending Fund Balance - June 30, 2021	40	9,617,700	(1,357,978)	8,259,722
Date original budget adopted:			Date(s) current budget was subsequently amended:	
03/16/20				
The below-signed certify that proof of publication of the hearing notice and proposed amendment is on file for each official County newspaper, that all public hearing notices were published not less than 10, nor more than 20 days prior to the public hearing, and that adopted expenditures do not exceed published amounts for any of the 10 individual expenditure classes, or in total.				

All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the following amended appropriations resolution:

**RESOLUTION No. 2020-038
APPROPRIATIONS FY 2020/2021**

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

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

Section 1. The amounts itemized by fund and by department or office on the following schedule are hereby appropriated from the resources of each fund so itemized, the department or office listed in the first column on the same line of the schedule.

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 listed to make expenditures or incur obligations from the itemized fund, effective **August 3, 2020**.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or county official 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 shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the Board 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** budget year.

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

The **2020/2021** fiscal year budget appropriated and accounted for by department and fund is as follows:

Department	General Basic	General Supple.	MH/DD Fund	Rural Services	Secondary Road	Other	Total
Supervisors	1,464,876	878,100		111,862		4,457,142	6,911,980
Auditor	213,896	668,880					882,776
Treasurer	363,026	68,400					431,426
Attorney	305,577	46,300					351,877
Sheriff	2,661,955	311,400				12,215	2,985,570
Clerk of Court		70,500					70,500
Recorder	183,172	23,000				8,000	214,172
Community Services	186,079	6,582				32,700	225,361
Community Life	218,136	62,645					280,781
County Engineer					7,577,814		7,577,814
Veteran Affairs	100,281	11,363					111,644
Conservation	689,696	46,000				68,245	803,941
Local Health	142,525						142,525
Weed Commissioner				14,000			14,000
Human Services	27,119						27,119
County Farm	54,110						54,110
Medical Examiner	35,000						35,000
County Services	95,180	17,400		113,898			226,478
County Library				90,395			90,395
Historical Society	19,350						19,350
Mental Health			956,145				956,145
Non-departmental						637,200	637,200
Totals	\$6,759,978	\$2,210,570	\$956,145	\$330,155	\$7,577,814	\$5,215,502	\$23,050,164

Dated this 3rd day of August 2020.

Delaware County Board of Supervisors

/S/ Jeff Madlom, Chairperson

Attest: /S/ Carla K. Becker, County Auditor

All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve payment of the following claims, including payroll from July 31, 2020 in the amount of \$243,301.40 warrant #40475 through #40602:

Accent Laser Services Inc	Stationery/Supplies	179.90	Greater Del Co Comm Fndtn	CDBG Grant Reimbursmnt	2112.26
Advanced Business Systems	Maint-Off Equip/Furniture	186.25	City of Greeley	Water Use & Sewer	63.00
Alliant Energy	Service	1980.40	Gudenkauf Tiling/Excavating	Water/Sewer Structures	3446.46
Jody Antrim JDC Works	Park Development – Minor	763.17	Hausers Water Systems Inc	Stationery/Supplies	25.00
Bard Materials (General)	Cover Aggregate & Sand	19184.45	Henderson Products	Repair/Maint-Const Equip	1506.00
Bard Materials (Rock)	Cover Aggregate & Sand	33038.11	Hi-Viz Safety	Traffic & St Sign	46.50
Becker Electric LLC	Repair/Maint-Fixed Equip	5036.00	JoEllen Holtorf	Election Official	10.00
Patricia Becker	Election Official Mileage	16.00	Hopkinton Municipal Utilities	Utilities	299.61
Black Hills Energy	Service	301.92	IA Dept of Nat Resources	Licensing	340.00
Bodensteiner Implement	Repair/Maint-Const Equip	555.06	IA Prison Industries	Park Development – Minor	226.05
Boubin Tire Co	Repair/Maint- Vehicle	123.55	IA Regional Utilities Assn	Water Use & Sewer	55.48
BP	Fuels	448.11	IA Secretary of State	Stationery/Supplies	30.00
The Bread Basket	Education & Training	283.50	Illowa Culvert & Supply	Steel-Iron-Related Metals	205.20
Clifford Bunting	Rental-Land	1.00	Jamar Technologies Inc	Construction/Maint Equip	339.45
Burrington Group Inc	Engineering Services	1241.25	KAM Line Highway Markings	Roads	109228.50
CenturyLink	Telephone Services	353.28	Koch Office Group	Office Equipment	50.75
Chapman Properties LRC LLC	Rent Payments	300.00	Elizabeth J Kruse	Election Official Mileage	13.00
ChemRight Laboratories Inc	Engineering Services	1080.00	Mediacom LLC	Telephone Services	306.90
City Laundering Co	Buildings-Repair/Maint	657.21	Midwest Patch/Hi-Viz Safety	Roads	392.00
C J Cooper & Assoc Inc	Medical & Health Services	410.70	NE-IA Industrial Fasteners	Minor Equip & Hand Tools	317.34
Clayton Co Sheriff	Legal-Court Related	126.60	Pauls Pest Control	Custodial Supplies	80.00
City of Colesburg	Roads	2245.97	Radio Communications	Radio & Communications	297.50
Construction Material Inc	Flood/Eros Control	700.00	River City Stone (Rock)	Park Development	425.46
Country Ridge Apartments	Rent Payments	375.00	Safelite Fulfillment Inc	Construction/Maint Equip	223.91
D&S Portables Inc	Buildings	700.00	Schmitz Janitorial Supply	Custodial Supplies	280.80
Jason Davis	Rent Payments	350.00	Silveredge Cooperative	Fuels	728.00
Dearborn Life Insurance	Life Insurance	1029.21	Solutions Inc	Data Processing	1136.00
Del Co Memorial Hospital	Emergency Treatment	163.00	St John Catholic Church	Rental-Polling Places	50.00
Delhi Evergreen Cemetery	Care of Graves	162.50	St Johns Lutheran Church	Rental-Land	100.00
City of Delhi	Roads	3125.00	Storey Kenworthy	Custodial Supplies	733.80
Donald Detrich	Rent Payments	200.00	Three Rivers FS	Fuels	9436.56
Julie A Diesch	Postage & Mailing	26.95	UMB Bank NA	Bond Registrar Fees	500.00
Dolan Insurance Agency	Equipment Insurance	337.00	Uniform Den Inc	Clothing	327.03
Don & Walt LLC	Buildings-Repair/Maint	125.00	US Cellular	Telephone Services	412.16
Eastern IA Tourism Assn	County Contribution	500.00	US Postmaster	Postage & Mailing	33.00
Judith O Eckman	Election Official Mileage	7.00	VISA / Mastercard	Data Processing	5137.83
Jody Elgin	Custodial Supplies	294.00	Walmart Community	Custodial Supplies	272.04
Election System & Software	Ballot Layout	397.75	Weber Paper Company	Custodial Supplies	359.20
Families Inc	Education & Training	240.00	Weldon Tire	Tires	1995.65
Gazette Communications Inc	Miscellaneous	209.49	West Delaware School	Refunds/Reimbursemnts	30000.00
Adam Goedken	Engineering Services	197.95	Windstream	Telephone Service	571.63
Government Forms/Supplies	Stationery/Supplies	351.94	Windstream	Telephone Service	389.46
Grantview Cemetery	Care of Graves	290.00	Billie K Zumbach	Election Official Mileage	18.00
All Ayes					

There were no "Applications for Approval of Underground Construction" submitted for Board consideration at today's meeting.

Motion made by Buschmann, second by Helmrichs and carried to acknowledge receipt of the following manure management plans or updates: an update from G & S Pork (Glen Bockenstedt) in Section 9 of Delaware Twp; and a new plan for a beef finisher site for Gadiant Farms in Section 36 of South Fork Twp. All Ayes

Update on Progress of Sheriff's Office/Jail Project

John Hansen and Jeremy Oden, Midwest Construction Consultants, gave a brief update on the Sheriff's Office/Jail Construction Project. The roof is now complete and the mezzanine poured. Black Hills has all gas lines trenched in and the plumbers are currently hanging copper. Paving of exterior lots is scheduled to begin September 1, 2020. They feel all contractors are making good progress and working together very well.

Consideration of Change Orders – Sheriff's Office Jail Project

John Hansen informed the Board that he is not planning to present any change orders at today's meeting. However, he is currently working on change orders with Community Electric (regarding pricing on additional conduits for potential future addition of dispatch area). He also mentioned that the Board will be considering quotes for data communication wiring at the next Board meeting. He would appreciate reviewing said quotes prior to awarding.

Motion made by Helmrichs, second by Buschmann and carried to approve the following pay application for the Sheriff's Office/Jail Project:

1.5 – Rick Weidner AIA – Construction Phase	\$4,692.10
1.6 – Rick Weidner AIA – Reimbursable Expenses	\$900.38
2.1 - Midwest Construction Consultants - Construction Management Fee	\$8,800.00
2.2 - Midwest Construction Consultants - On-site Allowance	\$8,500.00
2.3 - Midwest Construction Consultants – Reimbursable Allowance	\$611.71
3.6 – Chosen Valley – Lab/Testing Services	\$1,378.75
4.1 – Woodruff Construction – General Construction	\$416,161.74
4.2 – Noah Detention	\$243,134.62
4.3 – Don & Walt LLC - Plumbing	\$15,860.25
4.4 – Universal Climate Control, Inc – HVAC	\$229,413.60
4.5 – Community Electric – Electrical	\$131,689.00
4.6 – Continental Fire Sprinkler – Fire Sprinklers	\$40,960.81
5.11 – C.J. Bacon & Sons – Dumpster Fees (April/May and May/June)	\$660.80
Total	\$1,102,763.76

These approved invoices will be added to the next regular claims listing for payment on August 17, 2020. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve purchase of a \$125.00 advertisement with the Delaware County Fact Book for 2020. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the placement of the following signage on all exterior doors into the courthouse:

"For Your Protection, a Face Mask or Cloth Covering Would Be Appreciated"

Due to the ongoing Covid-19 pandemic, the Board felt it was a good idea to post this signage to encourage people to wear masks or other facial coverings when entering the Courthouse or other county facilities. Even though face coverings are not required, they hope this will make people feel more comfortable when doing business with the County. The Board is also providing hand-sanitizing stations on the main and lower levels of the courthouse. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the reissuance of the following warrants:

Warrant: #39488	Warrant: #39810	Warrant: #39811
Amount: \$1,898.00	Amount: \$741.04	Amount: \$98.57
Vendor: US Cellular	Vendor: \$US Cellular	Vendor: US Cellular
Issue Date: 06/08/2020	Issue Date: 06/22/2020	Issue Date: 06/22/2020

The original warrants were either never received by US Cellular or lost. If the originals are found, they will be returned "uncashed" to the County. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the Agreement with the City of Hopkinton for a FY 2020-21 Rural County Transportation Program (RCTP) Project for the City of Hopkinton in the amount of \$20,000 for its Seal Coat Project. The total cost of the project is estimated at \$53,986 with \$20,000 coming from the RCTP Grant and \$33,986 from local contributions. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the following resolution:

**RESOLUTION #2020-039
RESOLUTION TO ALLOW TEMPORARY
DELAYED TRAVEL RESTRICTIONS**

WHEREAS, the Hero Hustle Committee will be holding it's Hero Hustle Sprint Triathlon on August 30th starting at 9:00 a.m.; and **WHEREAS**, the event organizers have requested temporary delayed travel restrictions for local residents and traffic of county roads 180th Avenue and 275th Street; and

WHEREAS, emergency vehicles will have access, if necessary, during the temporary delayed travel restrictions.

NOW THEREFORE BE IT RESOLVED, this 3rd day of August 2020, that the Delaware County Board of Supervisors hereby approves the temporary delayed travel restrictions of said county roads on August 30, 2020 for the Hero Hustle Sprint Triathlon.

Approved:

/S/ Jeff Madlom, Chairperson, Board of Supervisors

Attest: /S/ Carla Becker, County Auditor

All Ayes

Receipt of Bids for Stock Culverts and Bands at the Secondary Road Department

This being the date and time set to receive bids for stock culverts and bands at the Secondary Roads Department, Assistant to the Engineer Craig Davis read the following bids aloud:

Culverts	Metal Culverts	ILLOWA Culverts
15 x 26	\$12.50/unit	\$12.75/unit
15 x 30	\$12.50/unit	\$12.75/unit
15 x 36	\$12.50/unit	\$12.50/unit
18 x 26	\$14.78/unit	\$15.30/unit
18 x 30	\$14.78/unit	\$15.30/unit
18 x 36	\$14.78/unit	\$15.30/unit
24 x 26	\$19.71/unit	\$20.40/unit
24 x 30	\$19.71/unit	\$20.40/unit
24 x 36	\$19.71/unit	\$20.40/unit
30 x 30	\$24.20/unit	\$25.50/unit
30 x 36	\$24.20/unit	\$25.50/unit
36 x 30	\$28.86/unit	\$30.60/unit
36 x 36	\$28.86/unit	\$30.60/unit
42 x 30	\$33.79/unit	\$35.70/unit
42 x 36	\$33.79/unit	\$35.70/unit
78 x 78	\$79.00/unit	\$73.00/unit
<u>Bands 2'</u>		
18"	\$29.56	\$30.60
24"	\$39.42	\$40.80
30"	\$48.40	\$51.00
36"	\$57.72	\$61.20
42"	\$67.58	\$71.40
48"	\$77.08	\$81.60
TOTALS	\$65,493.30	\$66,870.90

Totals are based on unit price times quantity bid per unit. Based on the bids received, Craig Davis recommends approving the low bid from Metal Culverts.

Motion made by Helmricks, second by Buschmann and carried to acknowledge receipt of the bids for culverts and bands for the Secondary Roads Department and to award the bid to Metal Culverts (Jefferson City, MO) for its low bid of \$65,493.30 (delivered). All Ayes

ENGINEER'S REPORT

D22 Paving Project – Pavement markings are being completed this week.

Robinson Road Paving Project – Pavement markings are being completed this week.

NEXT MEETING –The next regular meeting for the Board is scheduled for Monday August 10, 2020 at 1:15 p.m.

PUBLIC COMMENTS – **Supervisor Helmricks** addressed those present regarding the Sheriff's Office. According to information the Board received this morning, the Sheriff's Office Union members have taken a vote of "no confidence" in the Delaware County Sheriff John LeClere. The Board wanted to make it clear that this was a vote taken by members of the union and not by the Delaware County Board of Supervisors as was erroneously reported.

The Board has been made aware of a meeting scheduled between the Sheriff and members of said union to iron out some issues over hands-on training, uniforms/equipment and other administrative issues.

Motion made by Buschmann, second by Helmrichs and carried to adjourn the meeting at 2:04 pm. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor