

STATE OF IOWA)
) Ss:
DELAWARE COUNTY)

March 2, 2020
Manchester, Iowa
12:00 PM

The Delaware County Board of Supervisors met in work session this date at 12:00 pm with Supervisors Madlom and Helmrichs present and Supervisor Buschmann absent. Also present were John LeClere, Luke Thomsen, John Hansen and Carla K. Becker. Chairperson Madlom called the meeting to order.

Discussion Regarding Tile Materials for the outside of the new Sheriff's Dept/Jail

John Hansen, Midwest Construction Consultants, laid out several different tiles in various colors and levels of sandblasting. These samples are for the precast panels for the outside of the new Sheriff's Department/Jail. Mr. Hansen stated that the plans show the heavier sandblasted blocks up approximately 4 feet on the walls of the off area/front entry. The remainder of the building is shown in a lighter sandblasting. The Board will be asked to make a decision regarding the color selection for said tiles at the meeting at 1:15 pm today. All present seemed to like the dark color of tile for the outside of the building. No one spoke in favor of the lighter colors.

For the area surrounding the dumpster, Mr. Hansen is recommending a split-face block. The plans also show this area having a heavy steel door for the enclosure. Those present expressed concerns with such heavy doors being used. Chairperson Madlom requested that Mr. Hansen bring some alternatives before the Board for consideration.

There being no further business before the Board, the work session was closed at 12:24 pm.

These minutes have been read and approved.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
DELAWARE COUNTY)

March 2, 2020
Manchester, Iowa
1:15 PM

The Delaware County Board of Supervisors met in regular session this date at 1:15 pm with Supervisors Madlom and Helmrichs present and Supervisor Buschmann absent. Also present were Daneen Schindler, Bill Markus, Ryan Winkelman, Mike Schroeder, John LeClere, Mike Corkery, Pam Klein, John Hansen, Samantha Burgin, James Rochford, Anthony Bardgett and Carla K. Becker. There were no members of the media present. Chairperson Madlom called the meeting to order.

Motion made by Helmrichs, second by Madlom and carried to approve the agenda for today's meeting as posted. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the minutes from the February 24, 2020 regular session and the February 28, 2020 work session as presented. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the following employees to attend their respective out-of-county meetings: John LeClere and Judy Lee to attend the ISSDA Civil School in Des Moines from April 19th – 22nd; Pam Klein to attend the ISAC Spring Conference held March 11th – 13th in Des Moines; Supervisors Helmrichs and Madlom to attend the RTA meeting in Dubuque on March 4th; retroactively for Ron Dzaboff to travel to Illinois to look at a Motorgrader on February 27th; and Brad Burger to attend the IA Land Surveyor's conference in Ames on March 5th & 6th. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the following claims for payment, including the February 28th payroll in the amount of \$322,911.99 warrant #37195 - #37324:

Ace Homeworks Inc	Postage & Mailing	12.49	Flor-Dri Supply Co Inc	Cover Aggregate & Sand	8483.20
Advanced Business Systems	Stationery/Supplies	186.25	Forensic Assessments LLC	Legal-Court Related	2000.00
Alliant Energy	Service	5235.40	Four Oaks Family/Children	Protection Services	1446.15
Al's Electrical Service	Repair/Maint-Misc Equip	54.20	Gateway Appliance LLC	Repair/Maint-Misc Equip	45.95
Bard Materials (General)	Cover Aggregate & Sand	4768.36	Gordon Flesch Company	Maint-Off Equip/Furniture	64.02
David G Baumgartner	Legal-Court Related	109.78	Heather's Handiwork	Buildings-Repair/Maint	400.00
BL Murray Co	Custodial Supplies	43.60	Henderson Products	Construction/Maint Equip	1665.31
Black Hills Energy	Service	2325.96	Heritage Printing	Printing Services	397.06
Bob Stephen Motors Inc	Construction/Maint Equip	45.31	Hopkinton Municipal Utilities	Electrical Power	98.16
Boubin Tire Co	Tires	2442.98	Iowa APCO	Education & Training	95.00
BP	Fuels	684.19	IA Chapter of NENA	Education & Training	115.00
Burrington Group Inc	Buildings-Repair/Maint	3336.50	IIW PC	Engineering Services	74.00
Canon Solutions America Inc	Maint-Off Equip/Furniture	15.43	IPERS	Correction to IPERS	2271.40
CenturyLink	Telephone Services	1.73	IA St Sheriffs & Deputies	Education & Training	250.00
City Laundering Co	Custodial Supplies	255.48	Keltek Inc	Minor Mv Parts & Access	128.82
Clayton Drug	Prescription Medicine	19.98	Julie M. Kemp	Medical & Health Services	850.00
City of Colesburg	Utilities	300.00	Koch Office Group	Office Equipment	64.05
Cornwell Tools	Minor Equip & Hand Tools	127.90	Kossuth Co Sheriff's Office	Legal-Court Related	41.60
Dash Medical Gloves, Inc	SafetyProtect Supplies	109.80	Laurie Kramer	Clerical Service	400.00
Craig A Davis	Education & Training	234.52	L&L Murphy Consulting	Planning-Consulting	2000.00
Dearborn Life Insurance	Life Insurance	949.52	Leader Publications	Off Publication/Legal Not	225.49
Delaware County	Self-funding Reimbrsmnt	1419.96	Leonard Muller Funeral Hme	Transportation Services	1003.00
Delaware County Auditor	Election Expense	5402.63	Jill Lewis	Custodial Supplies	159.43
Del Co Public Health	Refunds/Reimbrsmnts	10946.15	Loecke Enterprises	Repair/Maint-Radio Equip	1267.50
Del Co Solid Waste Comm	Sanitation Disposal	2045.55	M&M Snow Removal	Buildings-Repair/Maint	1060.00
DJ Repair	Repair/Maint- Vehicle	334.36	Mail Services LLC	Postage & Mailing	630.19
Don & Walt LLC	Repair/Maint-Misc Equip	17.56	Manchester Press	Off Publication/Legal Not	373.94
Duke Apartments, LLC	Employee Mileage/Subs	1210.00	City of Manchester	Water Use & Sewer	395.16
Dulaney Court Reporting	Legal-Court Related	135.05	Mediacom LLC	Data Processing	703.80
Dyersville Commercial	Dues & Memberships	966.54	NE-IA Industrial Fasteners	Safety Items	228.29
Eastern Iowa Drainage	Repair/Maint-Const Equip	300.00	Kalab J. Payne	Medical & Health Services	850.00
Edgewood Saw & Supply	Construction/Maint Equip	15.00	Prairie Valley Technologies	Telephone Services	775.00
Jody Elgin	Custodial Supplies	312.18	Radio Communications	Data Processing Supplies	3052.08
Tina Elgin	Custodial	417.00	Regional Medical Center	Medical & Health Services	250.00
Fastenal Company	Steel-Iron-Related Metals	398.46	Nicole Salow MD	Medical & Health Services	300.00
Erinne E Fessler	Refunds /Reimbursements	179.69	Scherrmans Implement	Construction/Maint Equip	89.00

Schmitz Janitorial Supply	Custodial Supplies	82.00	Vantagepoint Transfer Agent	Wage Settlements	23949.92
Silveredge Cooperative	Fuels	1770.24	Verizon Wireless	Telephone Services	120.03
Simmons Perrine Moyer etal	Labor Relations Services	130.50	Victory Ford	Construction/Maint Equip	3.80
Solutions Inc	Data Processing	244.00	VISA / Mastercard	Education & Training	1513.89
Storey Kenworthy	Custodial Supplies	1584.42	VM Hoist & Crane Service	Buildings	742.50
Summit Companies	Maint-Off Equip/Furniture	463.50	WalMart Stores Inc	Clothing & Dry Goods	322.47
TASC Client Invoices	Planning-Consulting	814.80	Wayne Feed Service Inc	Lubricants	47.20
Taylor Construction Inc	Bridges	11892.59	Weldon Tire	Tires	1759.95
Thomson Reuters	Magazines/Newspaper	896.12	Blue Cross & Blue Shield	Cobra	2288.75
Three Rivers FS	Fuels	19062.11	Welter Storage Equip Co Inc	Office Equipment	571.00
Uniform Den Inc	Uniforms	205.09	Weston Reporting	Legal-Court Related	389.50
US Cellular	Telephone Services	356.36	Windstream	Telephone Service	386.81
Vanguard Appraisals Inc	Appraisal Services	39223.80	Wizard Shine	Repair/Maint- Vehicle	47.00

The Board initially denied payment of claim #11320 and #11396, both requesting to pay VISA, for today. There are portions of each claim which were missing their itemized receipts. The Board approved the County Auditor to issue a handwritten payment for both claims once the missing receipts are submitted. The Board also emphasized that departments need to be mindful of sales tax added to their online purchases. They should be doing the legwork to make sure that they have a tax exempt account with the online vendor before they make a purchase. All Ayes

Motion made by Helmricks, second by Madlom and carried to approve the "Application for Approval of Underground Construction on Delaware County Right-of-Way" submitted by Interstate Power and Light to convert overhead power lines in conjunction with the new round-about construction at the intersection of 332nd Ave and 1st Ave W in Dyersville. Said construction being located on the east side of 332nd Ave from the intersection north to approximately 100 feet north of the railroad tracks in Section 36 of Bremen Twp. All Ayes

Motion made by Helmricks, second by Madlom and carried to approve the following manure management plans and updates submitted for Board consideration: a new construction permit application from Bonert Pork LLC to construct a new facility to house 2,400 head (960 ACU) in Section 16 of Delhi Twp; a four-year filing from Payne Hog Farm, Tyler Payne, in Clayton County; and an annual update from Kent Keppler with Progressive Pork, C&K Pork Site #24, in Section 6 of Richland Twp. All Ayes

Presentation – County’s Workers’ Compensation Insurance with IMWCA – James Rochford

James Rochford, Community Insurance of Iowa, addressed the Board regarding the County’s Workers’ Compensation Insurance Plan. The County first used the Iowa Municipalities Worker’s Compensation Association (IMWCA) in 2017/18. The 2018/19 policy saw an increase in premium due to incurred losses. This also increased the mod factor from .94 to 1.14. In 2019/20 the county had less than \$500 in paid losses; however, the mod factor remained higher (1.16) due to the 2018/19 losses. A significant decrease in premium is expected for the 2020/21 renewal with a mod factor of 1.00.

The Board thanked Mr. Rochford for his presentation.

Motion made by Helmricks, second by Madlom and carried to approve the hiring of Alex Linderwell as a full-time County Sanitarian with the County Services Department effective March 2, 2020 at a salary of \$40,000 per calendar year. The current County Sanitarian, Denny Lyons, will be retiring effective May 29, 2020. All Ayes

Motion made by Helmricks, second by Madlom and carried to acknowledge receipt of the resignation of Alicia McFann from her position with the Delaware County Community Life Program effective March 13, 2020. The Board thanked Miss McFann for her years of service to Delaware County. All Ayes

Motion made by Helmricks, second by Madlom and carried to approve the Sheriff’s Dept/Jail Project’s Pay Application as follows:

Rick Weidner, AIA	\$5,171.91
Midwest Construction	\$11,281.71
Chosen Valley	\$470.00
HVAC – Universal Climate Control	\$15,280.75
Continental Fire Sprinkler	\$468.11
Bldg Permit - State Fire Marshall (issued 1/13/20)	<u>\$2,151.00</u>
Total	\$34,823.48

Remittance will be made for all unpaid claims on March 16, 2020. All Ayes

Motion made by Helmricks, second by Madlom and carried to approve the following change order for the Sheriff’s Dept/Jail Project:

<u>Contractor – Community Electric</u>	
1. Change the electric heater in the sally port to a wall mounted heater	(\$558.00)
2. Delete use of heavy light fixtures in the laundry area for standard LED	(\$572.99)
Total of Change	(\$1,130.99)
The new contract amount (including this change order) will be:	\$665,919.01

All Ayes

Motion made by Helmricks, second by Madlom and carried to approve the following concrete and slate colors for the new Sheriff’s Dept/Jail Project:

- Main Building (main structure) - #620 Charcoal Black w/ Medium Sand Blasting
- Main Building (wains coating) - #620 Charcoal Black w/ Heavy Sand Blasting
- Dumpster Area – Kings Midland Slate

All Ayes

Motion made by Helmricks, second by Madlom and carried to approve the hiring of Alisha Cooke as a full-time jailer with the Delaware County Sheriff’s Department effective February 28, 2020 at a rate of \$16.20/hour during her probationary period of six months. After successful completion of the probationary period, Ms. Cooke’s wage will increase to 100% of what the current first year jailer pay is at that time. All Ayes

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

**RESOLUTION No 2020-012
DISPOSAL OF INOPERABLE EQUIPMENT**

WHEREAS, Delaware County periodically purchases a variety of small equipment and appliances in order to operate on a daily basis; and,

WHEREAS, periodically these pieces of equipment/appliances become damaged or cease to function; and,

WHEREAS, the county cannot offer this property for sale to the public due to the fact that it is inoperable; and,

WHEREAS, it is of benefit to the county to scrap this material at no charge rather than pay a disposal fee with the landfill.

NOW THEREFORE BE IT RESOLVED, the following miscellaneous inoperable equipment/appliances be disposed of/scrapped at no charge to the county:

Tablets/Laptops

Lenovo ThinkPad Dock	S/N M2THT69	Lenovo ThinkPad Dock	S/N M342267
Lenovo ThinkPad Dock	S/N M2002BHK	Lenovo ThinkPad Dock	S/N M2P9B26
Lenovo ThinkPad Dock	S/N M200TPPN	Lenovo ThinkPad Dock	S/N M342268
Lenovo ThinkPad Dock	S/N M200TPNL	USB DOCKING STATION	S/N JP12206B3

Dated this 2nd day of March 2020.

/S/ Jeff Madlom, Chairperson
All Ayes

Attest: /S/ Carla K. Becker, Auditor

Consideration of Bids for the Parking Lot Project at 721 S. 5th Street, Manchester, Iowa

This being the date and time set to receive bids for the resurfacing of the parking lot at the County facility located at 721 S 5th Street in Manchester, County Engineer Anthony Bardgett read the following bids aloud:

Eastern Iowa Excavating & Concrete, LLC	\$109,799.85
Neuhaus Construction & Concrete, Inc.	\$112,961.66
Ray's Excavating, LLC	\$116,276.50
Pirc-Tobin Construction, Inc.	\$118,831.00
Boomerang Corp	\$122,631.00
Midwest Concrete, Inc.	\$123,383.50
F.L. Krapfl, Inc.	\$123,782.00
Tschiggfrie Excavating	\$137,201.80
McDermott Excavating	\$151,582.50

Mr. Bardgett requested one week to review the bids for accuracy.

Motion made by Helmricks, second by Madlom and carried to acknowledge receipt of the bids received for the resurfacing of the parking lot at the County facility located at 721 S 5th Street and to table the awarding of said bid until the Board meeting on Monday, March 9, 2020 at 1:15 pm to allow the County Engineer to review the bids received for accuracy. All Ayes

ENGINEER'S REPORT – Suspended until spring.

NEXT MEETING – The next regular board meeting will be held on Monday, March 9, 2020 at 1:15 p.m.

PUBLIC COMMENTS – None

Motion made by Helmricks, second by Madlom and carried to adjourn the meeting at 1:48 pm. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor