

Clinton County Board of Supervisors

Jim Irwin, Chairman

Dan Srp, Vice Chairman

Erin George

Clinton County Administration Building
1900 North Third Street; Clinton, Iowa 52732
563-244-0575 www.clintoncounty-ia.gov

PUBLIC NOTICE is hereby given that the Clinton County Board of Supervisors will meet at the following time and place: Monday, August 28, 2023, 9:00 A.M. Clinton County Administration Building, Conference Room B, 1900 N. 3rd St., Clinton, IA. The public may also join the meeting on Zoom by phone by dialing 1-253-215-8782 and entering the access code 9341856401. The public may also join through the internet by following this web address: <https://zoom.us/join> Enter meeting Code: 9341856401 and then password clinton23.

9:00 a.m. Review Correspondence & Claims
 Call to Order – Pledge of Allegiance

9:15 a.m. Formal Action & Motions
 Claims Approval

CONSENT AGENDA

- RESOLUTION 2023-210: Liquor license – BS General Store
- RESOLUTION 2023-211: Resignations - Conservation
- RESOLUTION 2023-212: Increase credit card limit – Auditor’s Office
- RESOLUTION 2023-213: Approve wage adjustments – Treasurer’s Office
- RESOLUTION 2023-214: Approve updates to the County Run Hide Fight policy
- RESOLUTION 2023-215: Approve updates to the County Cooling/Warming Center policy
- RESOLUTION 2023-216: Set public hearing for Administration Building Generator Project
- RESOLUTION 2023-217: Property tax abatement in accordance with Code of Iowa 455.63
- RESOLUTION 2023-218: Property tax adjustment in accordance with Code of Iowa 455.63

RESOLUTIONS

- RESOLUTION: Award 292nd Street fog seal project
- RESOLUTION: Approve County Engineer employment contract
- RESOLUTION: Approve agreement with Jackson County to share county engineer services
- RESOLUTION: Approve to amend banding for selected County positions
- RESOLUTION: Authorize signing letter of support for the ADA compliant playground project at Rock Creek campground and Marina
- RESOLUTION: Approve an amendment to the option to purchase County-owned land with the YWCA

UNFINISHED BUSINESS

GENERAL PUBLIC

DEPARTMENT HEADS, ELECTED OFFICIALS & EMPLOYEES

DISCUSSION WITH POSSIBLE ACTION

1. Update Supervisor George on resolution 2023-196
2. Clinton Humane Society funding request or per animal fee structure

1:15 p.m. Performance-Based Employee Evaluations

The Supervisors will meet with County elected officials and department heads to discuss a proposed implementation of performance-based employee evaluations.

August 28, 2023

RESOLUTION 2023-210

RESOLUTION APPROVING LOCAL AUTHORITY FOR A LIQUOR LICENSE
FOR BS GENERAL STORE

BE IT RESOLVED by the Clinton County Board of Supervisors that Susan K. Alvis, d/b/a BS General Store, has electronically file an application for a Class C Commercial liquor license with endorsements for Sunday Sales, effective October 1, 2023, and said application be and is hereby approved by the Clinton County Board of Supervisors.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023 – 211

RESOLUTION TO END EMPLOYMENT FOR SAM BLOOM, ANTON GREENE, AND
BLAKE LEU AS SEASONAL CONSERVATION TECHNICIANS OF CLINTON COUNTY
CONSERVATION

WHEREAS, the Clinton County Conservation Board wishes to end employment of Sam Bloom, Anton Greene, and Blake Leu as seasonal conservation technicians effective August 28, 2023;
now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the County Auditor be and is hereby authorized to stop issuance of biweekly paychecks on the Conservation General Fund in payment of wages without further order of the Board.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023-212

WHEREAS, per the Clinton County Credit Card Policy all departmental credit cards and credit limits must be approved by the Board of Supervisors;

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors that the Auditor's Office is authorized to complete the required credit card limit increase application with TCM Bank, issued through Clinton National Bank, to increase the Auditor's Office credit card limit to \$6,000.00.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

RESOLUTION 2023 - 213

RESOLUTION TO APPROVE ADJUSTMENTS TO SALARIES AND HOURLY RATES
FOR TREASURER’S OFFICE PERSONNEL

WHEREAS, the Board of Supervisors determines pay for county employees; and

WHEREAS, the positions listed are key roles for Clinton County; now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, to approve the adjustment of salaries and hourly rates, effective August 28, 2023, for the following employees:

Gregg Maxwell	Office Manager	\$80,012.00
Samantha Giuliani	First Deputy	\$74,000.00
Melissa Clay	First Deputy	\$72,000.00
Krystal Vawter	Treasurer Clerk	\$21.50 hourly

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue bi-weekly paychecks on the General Basic Fund, Treasurer office without further order of the Board.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023-214

ADOPTION OF UPDATED COUNTY RUN HIDE FIGHT POLICY

WHEREAS, it is in the best interest of Clinton County to establish and review policies from time to time; and

WHEREAS, the Clinton County Emergency Management Agency has recommended updates to the Run Hide Fight Policy;

WHEREAS, this policy will be available to all County staff on the policy keeping software; now

THEREFORE BE IT RESOLVED, that the Board of Supervisors of Clinton County, Iowa, adopts the County Run Hide Fight Policy, dated July 31, 2023.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023- 215

ADOPTION OF UPDATED COOLING/WARMING CENTER POLICY

WHEREAS, the Board of Supervisors recognizes that the County Administration Building is a public building and is open to the public during normal business hours; and

WHEREAS, the Board also recognizes that during times of inclement weather, including excessive heat and periods of extreme cold, that individuals may not recognize that the Administration building is available as a resource to them without further notification; and

WHEREAS, when an Excessive Heat Warning or Wind Chill Warning is issued, or is expected to be issued by the National Weather Service for Clinton County, a press release will be issued by the Emergency Management Agency on behalf of the Board of Supervisors and sent to local media outlets notifying the public of this service; now

THEREFORE, BE IT RESOLVED that the Board of Supervisors of Clinton County, Iowa, adopts the Cooling/Warming Center Policy, dated July 20, 2023.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023 - 216

RESOLUTION TO SET A PUBLIC HEARING FOR BUILDING MAINTENANCE FOR
PHASE 3 OF THE GENERATOR PROJECT AT THE CLINTON COUNTY
ADMINISTRATION BUILDING

WHEREAS, in accordance with Iowa Code Section 26.12, it is required that a public hearing be held to approve the proposed plans, specifications, form of contract and cost estimate for new construction projects with an estimated cost greater than the competitive quote threshold; now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that a public hearing for the purpose of approving the plans, specifications, form of contract and cost estimate on the generator project at the Clinton County Administration Building be scheduled for September 18, 2023 at 10:00 a.m.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023-217

RESOLUTION APPROVING ABATEMENT OF TAX PURSUANT TO 445.63 CODE OF IOWA ON PARCEL 80-36060000

WHEREAS, the Clinton County Treasurer has recommended a settlement agreement and the Clinton County Board of Supervisors passed Clinton County Resolution 2023-47 pursuant to Iowa Code section 445 the South Carolina Dialogue Foundation is entitled to abatement of penalty interest, taxes, special assessments, and charges owed as detailed:

Parcel	80-36060000
2021 Taxes	\$262,564.00
2022 Taxes	\$260,952.00
2022 Special Assessment	\$5528.17
2022 Special Assessment	\$382.62

THEREFORE BE IT RESOLVED pursuant to Code of Iowa sections 445 taxes, penalty interest, special assessments, and charges outstanding and billed to the South Carolina Dialogue Foundation shall be abated and the Treasurer is hereby authorized to make amendment to the county records indicating said abated tax for the parcel effective 8/1/2023.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023-218

RESOLUTION APPROVING ADJUSTMENT OF TAX ON PARCEL 8066550000
PURSUANT TO 445.63 CODE OF IOWA

WHEREAS, the City of Clinton was wrongly granted exemption on a purchased property, charges should be adjusted, and the City of Clinton will owe and be billed as detailed:

Clinton, City of 8066550000 \$1569.95

THEREFORE, BE IT RESOLVED pursuant to Code of Iowa sections 445.63 taxes and charges outstanding and billed to the City of Clinton shall be adjusted and the Treasurer is hereby authorized to make amendment to the county records indicating said adjusted tax for the parcel as noted effective for the tax year 2022 starting July 1, 2023. No changes to the due dates will be needed.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023- ____

RESOLUTION TO AWARD FOG SEAL PROJECT CONTRACT ON 292nd STREET FROM STATE HIGHWAY 67 TO COUNTY LINE PROJECT NO. FM-C023(132)--55-23

WHEREAS, the Clinton County Board of Supervisors has considered the bids received by the Iowa Department of Transportation (IDOT) on August 15, 2023 for Fog Seal project located on 292nd Street (From State Highway 67 to County Line), Project No. FM-C023(132)--55-23.

WHEREAS, the total amount of each bid was as follows:

Dave Schmitt Construction \$118,937.63

THEREFORE BE IT RESOLVED that the Board of Supervisors of Clinton County, Iowa, concurs in the IaDOT's recommendation that the contract for said work be awarded to the low bidder, as follows:

Dave Schmitt Construction \$118,937.63

BE IT FURTHER RESOLVED by the Board of Supervisors of Clinton County, Iowa, that, after receiving the necessary contract documents, including but not limited to, the contractor's bond and certificate of insurance (Todd Kinney), the County Engineer for Clinton County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the contracts in connection with the afore awarded construction project let through the DOT for this Clinton County.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023 - _____

RESOLUTION TO APPROVE COUNTY ENGINEER EMPLOYMENT CONTRACT

WHEREAS, according to Iowa Code Section 309.17, the Board of Supervisors shall employ one or more licensed civil engineers who shall be known as county engineers, and,

WHEREAS, it is in the best interest of both parties to review the Clinton County Engineer Employment Contract and Agreement annually;

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that said employment contract and agreement be and is hereby approved.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023 - _____

RESOLUTION TO APPROVE JOINT AGREEMENT WITH JACKSON COUNTY FOR COUNTY ENGINEER SERVICES

WHEREAS, the Clinton County Board of Supervisors and the Jackson County Board of Supervisors wish to enter into an agreement to share the services of the Clinton County Engineer, a Registered Professional Engineer as County Engineer pursuant to Iowa Code Section 309.19, and

WHEREAS, the purpose of the agreement is to establish a working mechanism between the participating counties so that the Jackson County Board may utilize the services of Todd Kinney, and

WHEREAS, an Inter-Governmental Agreement has been prepared by the Clinton County and Jackson County Board of Supervisors and presented to the Clinton County Board of Supervisors, said agreement by and between Clinton County, Iowa, and Jackson County, Iowa; each a local government in Iowa, pursuant to Chapter 28E of the Code of Iowa.

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors that said agreement be and is hereby approved and the Board of Supervisors and the Board Chairperson be and are hereby authorized to execute said agreement on behalf of Clinton County, Iowa.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023 - _____

RESOLUTION TO AMEND BANDING FOR SELECTED COUNTY POSITIONS

WHEREAS, the Wage Study Committee has been appointed to implement the county wage study through Gallagher; and

WHEREAS, the Committee has reviewed Gallagher's recommendations for Wage Appeals for Q1 FY2024; now

THEREFORE, BE IT RESOLVED to adjust the following, effective 8/28/2023:

Park Supervisor- B24
Technology Systems Manager- C42
IT Director- D62
Administrative Office Assistant (County Attorney)- B23
Civilian Assistant Jail Administrator- B24
Paralegal- B24; and

BE IT FURTHER RESOLVED Human Resources Director, Ally Ellison, will update the employee handbook and create local access to the banding document, to reflect these changes.

Roll Call:

George Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

August 28, 2023

RESOLUTION 2023 – _____

RESOLUTION TO APPROVE THE LETTER OF SUPPORT FOR THE ADA COMPLIANT
PLAYGROUND INSTALLATION AT ROCK CREEK CAMPGROUND AND MARINA

WHEREAS, a letter of support for the installation of a new playground facility at Rock Creek Campground and Marina has been presented; and

WHEREAS, it is the intention of the Clinton County Conservation Board that the playground to be installed will meet all requirements listed under the American with Disabilities Act; now

THEREFORE, BE IT RESOLVED by the Clinton County Board of Supervisors that the letter of support for the playground at Rock Creek campground and Marina be approved; and

BE IT FURTHER RESOLVED that the Clinton County Board of Supervisors Chairman is authorized to sign said letter of support.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

RESOLUTION 2023 - _____

RESOLUTION APPROVING AN AMENDMENT TO THE
OPTION TO PURCHASE COUNTY-OWNED LAND WITH THE YWCA

WHEREAS, the Clinton County Board of Supervisors (hereinafter “Board”) held a public hearing on Resolution 2022-223 to determine whether Clinton County real property, currently 3 parcels, should be transferred through an Option to Purchase to the Clinton YWCA as part of its National Housing Trust Fund application; and

WHEREAS, the real property is specifically described as follows:

- 630 N. Third Street, Clinton, Iowa 52732: (Lots one (1), two, (2), three (3) and four (4), Block fourteen (14) in North Addition); and
- 608 and 610 North 3rd Street, Clinton, Iowa 52732: The north thirty-two (32) feet of lot five (5) in Block fourteen (14) in North Addition to the Town, now City of Clinton, Iowa; and
- The South eight (8) feet of lot five (5) and the north twenty-three (23) feet of lot (6) in Block fourteen (14), North Addition to the Town, now City of Clinton, Iowa; and

WHEREAS, the Board approved Resolution 2022-237 which permitted the County to enter into an Option to Purchase Agreement (hereinafter “Agreement”). The Agreement contains as follows: “Paragraph 17. Reservation of Parking Spaces. The Seller reserves unto itself the right to use 35 parking spaces on the real estate referred to above.”; and

WHEREAS, for purposes of rezoning, the YWCA requests the Board modify Paragraph 17 of the Agreement to state: “Paragraph 17. Reservation of Parking Spaces. The Seller reserves unto itself the right to use parking spaces on the real estate referred to above when Seller needs overflow parking and if spaces are available in Buyer’s parking lot.”; and

BE IT RESOLVED by the Board the Agreement be modified as requested. The Chair is authorized to sign the modification as required.

Roll Call:

George:	Yes	No
Srp:	Yes	No
Irwin:	Yes	No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker