

# Clinton County Board of Supervisors

Clinton County Administration Building  
1900 North Third Street

Jim Irwin Jr.  
Dan Srp  
Tom Determann

P.O. Box 2957  
Clinton, Iowa 52733-2957  
Telephone: (563) 244-0575

[www.clintoncounty-ia.gov](http://www.clintoncounty-ia.gov)

**PUBLIC NOTICE** is hereby given that the Clinton County Board of Supervisors will meet at the following time and place: WEDNESDAY, January 2, 2019, 9:00 A.M.; Clinton County Administration Building, Conference Room B, 1900 N. 3<sup>rd</sup> St., Clinton, IA.

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

**9:15 a.m.** Formal Action & Motions

## RESOLUTIONS

- RESOLUTION: Appointment of Board of Supervisors Chairman and Appointment of Vice Chairman for 2019.
- RESOLUTION: Home Base Iowa Award – Erin Cole
- RESOLUTION: Update to the County Work in Right of Way Permit Policy
- RESOLUTION: Approve payment of claims for the Law Enforcement Center project
- RESOLUTION: Appointment – Clinton County Medical Examiner

## CONSENT AGENDA

- RESOLUTION 2019-02: Designation of official newspapers for County publications for 2019
- RESOLUTION 2019-03: Set reimbursable mileage rate for Clinton County Employees for 2019
- RESOLUTION 2019-04: Authorize the County Auditor to issue checks when the Board is not in session
- RESOLUTION 2019-05: Authorize the County Auditor to make allowed deductions from employee salaries
- RESOLUTION 2019-06: Authorize the County Engineer to execute certification of completion of work and final acceptance of federal or state aid construction projects
- RESOLUTION 2019-07: Authorize the Chairman to execute transfer of funds from Secondary Road Farm to Market Fund
- RESOLUTION 2019-08: Authorize the County Engineer to close County Secondary Roads as necessary
- MOTION: Utility permit number 10-105 for Eastern Iowa Light & Power

## UNFINISHED BUSINESS

## GENERAL PUBLIC

## DEPARTMENT HEADS, ELECTED OFFICIALS & EMPLOYEES

## DISCUSSION WITH POSSIBLE ACTION

1. The Supervisors will discuss committee assignments for 2019
2. The Supervisors will discuss the schedule for fiscal year 2020 budget presentations

January 2, 2019

RESOLUTION 2019 – 01

RESOLUTION APPOINTING A CHAIRPERSON  
FOR THE CLINTON COUNTY BOARD OF SUPERVISORS FOR 2019

The Board of Supervisors of Clinton County, Iowa, proceeded to elect a Chairperson according to the following Roll Call:

Supervisor Irwin voted for \_\_\_\_\_

Supervisor Srp voted for \_\_\_\_\_

Supervisor Determann voted for \_\_\_\_\_

Supervisor \_\_\_\_\_, having received the majority of the votes, was declared Chairperson of this Board of Supervisors for the year 2019.

\_\_\_\_\_  
Chairperson  
ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker

Chairperson \_\_\_\_\_ appointed Supervisor \_\_\_\_\_ Vice-Chairperson of the Clinton County Board of Supervisors for the Year 2019.

January 2, 2019

RESOLUTION 2019-\_\_\_\_\_

RESOLUTION AWARDING CLINTON COUNTY HOME BASE IOWA  
HOME PURCHASE CLOSING COST REIMBURSEMENT TO ERIN COLE

**WHEREAS**, the Iowa Legislature in 2014 overwhelmingly passed the HBI Act, known as Home Base Iowa, which is a one-of-a-kind program assisting veterans and transitioning service members from active duty military to civilian life; and

**WHEREAS**, the Home Base Iowa program private-public partnership provides a high-level of commitment and resources for our veterans, transitioning service members and their families; and

**WHEREAS**, the program offers countless resources to help veterans and their families with education and in transitioning to a new community with focused support and individuals who want to help; and

**WHEREAS**, Clinton County, Iowa, became a Home Base Iowa Community Partner through formal action on March 8, 2016; and offers an incentive to veterans locating to Clinton County; now

**WHEREAS**, Clinton County, Iowa, offers incentives through Home Base Iowa to veterans who qualify through formal action on April 11, 2016; now

**THEREFORE BE IT RESOLVED** that the Clinton County Board of Supervisors awards Erin Cole the amount of \$1,500.00 for the qualified reimbursement for a home purchase closing cost; and

**BE IT FURTHER RESOLVED** that the Clinton County Auditor be authorized to pay the claim in the amount of \$1,500.00 to Erin Cole from the General Basic Miscellaneous Fund.

Roll Call:

Srp:            Yes    No

Determann:    Yes    No

Hamerlinck:    Yes    No

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Chairperson, Shawn Hamerlinck

ATTEST:

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County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION 2019-\_\_\_\_\_

RESOLUTION TO APPROVE REVISIONS TO CLINTON COUNTY  
WORK IN RIGHT OF WAY PERMIT APPLICATION

WHEREAS, pursuant to Code of Iowa Sections 309, 318, 320, 331, 477, 478, 479, 479A, 479B and 480 the Board of Supervisors of Clinton County, Iowa, is empowered to establish and require a utility permit for work on the Secondary Road System, and

WHEREAS, it is necessary to make certain changes in policies and permits and pursuant to County Ordinance 92-3 "TITLE IV STREETS, ROADS, PUBLIC WAYS AND TRANSPORTATION – CHAPTER 2 UTILITY LINE INSTALLATION" section 4-2-4, amendments to said policies and permits be adopted by the Board of Supervisors by resolution, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the following permit application for work in Clinton County Road Department right of way be approved for use on permit requests starting January 3, 2019.

Roll Call:

Srp:            Yes    No

Determann:    Yes    No

Irwin:            Yes    No

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION 2019-\_\_\_\_\_

RESOLUTION TO AUTHORIZE THE PAYMENT OF  
LAW ENFORCEMENT CENTER PROJECT CLAIMS

WHEREAS, Clinton County voters approved a proposition to issue General Obligation Bonds not to exceed \$22,000,000 for the purpose to pay for the costs of designing, constructing, equipping and furnishing a jail, sheriff's office, 911/communications center and emergency management agency office and demolition of the existing facility; and

WHEREAS, the Clinton County Board of Supervisors have deemed it best practice to review each claim for payment for said project; and

WHEREAS, the appropriate Clinton County officials have reviewed the claim(s) listed below and recommend payment; and

WHEREAS, the following list of claims have been submitted for payment on said project:

| VENDOR                         | AMOUNT       | INVOICE DATE  |
|--------------------------------|--------------|---------------|
| Boss Office Supplies & Systems | \$147,091.50 | Dec. 31, 2018 |

BE IT RESOLVED by the Clinton County Board of Supervisors that said claims have been duly reviewed and approved for payment; and

BE IT FURTHER RESOLVED the County Auditor is authorized to make said payments within the standard claim payment process from the Capital Projects Fund.

Roll Call:

Srp:           Yes    No

Determann:   Yes    No

Irwin:           Yes    No

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION 2019-

RESOLUTION APPOINTING DR. \_\_\_\_\_  
AS CLINTON COUNTY MEDICAL EXAMINER

WHEREAS the Medical Examiner for Clinton County shall be appointed by the Board of Supervisors every two years; and

WHEREAS, the Board has determined Dr. \_\_\_\_\_ to be qualified and appropriate to be appointed as the Clinton County Medical Examiner; now

THEREFORE BE IT RESOLVED that Dr. \_\_\_\_\_ is appointed as the Clinton County Medical Examiner.

Roll Call:

Srp:            Yes    No

Determann:    Yes    No

Irwin:            Yes    No

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION 2019-02

RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS  
FOR CLINTON COUNTY BUSINESS AS THE OBSERVER AND THE HERALD

WHEREAS, two (2) newspapers of Clinton County have made application for appointment as official newspapers of this County, in accordance with Section 349, Code of Iowa, as follows:

*THE OBSERVER*, DeWitt, Iowa  
*THE HERALD*, Clinton, Iowa

THEREFORE, BE IT RESOLVED that *THE OBSERVER* and *THE HERALD* are hereby designated as the official newspapers for the publication of the proceedings of the Board of Supervisors of Clinton County, Iowa, for the year 2019.

Roll Call:

Srp:           Yes    No

Determann:   Yes    No

Irwin:         Yes    No

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Chairperson

ATTEST:

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County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION 2019-03

RESOLUTION SETTING MILEAGE REIMBURSEMENT FOR COUNTY TRAVEL AT THE  
RATE OF \_\_\_\_\_ CENTS PER MILE PER THE INTERNAL REVENUE SERVICE

WHEREAS, the Internal Revenue Service annually issues the allowable maximum reimbursement rate for mileage; and

WHEREAS, the maximum allowable reimbursement rate for 2019 is 58 cents per mile as prescribed by the Internal Revenue Service;

BE IT RESOLVED by the Clinton County Board of Supervisors that the maximum reimbursable mileage rate for Clinton county employees be and is hereby approved at the rate of \_\_\_\_\_ cents per mile effective January 2, 2019.

Roll Call:

Srp:            Yes    No

Determann:    Yes    No

Irwin:            Yes    No

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
County Auditor, Eric Van Lancker



January 2, 2019

RESOLUTION 2019-04

RESOLUTION TO AUTHORIZE THE COUNTY AUDITOR TO ISSUE VARIOUS CHECKS  
WHEN THE BOARD IS NOT IN SESSION DURING CALENDAR YEAR 2019

BE IT RESOLVED by the Clinton County Board of Supervisors that the County Auditor be and is hereby authorized to issue checks on the various funds when said Board is not in session during calendar year 2019, in payment of such fixed charges as freight, express postage, water/sewer, other utilities and right of way, when duly certified claims have been properly filed with the County Auditor;

BE IT FURTHER RESOLVED that all bills paid under this provision shall be passed upon by the Board of Supervisors and shall then be entered upon the minutes as other claims allowed by the Board.

Roll Call:

Srp:            Yes    No

Determann:    Yes    No

Irwin:            Yes    No

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Chairperson

ATTEST:

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County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION 2019-05

RESOLUTION AUTHORIZING THE COUNTY AUDITOR TO ADMINISTER CERTAIN DEDUCTIONS FROM PAYROLL DURING CALENDAR YEAR 2019

WHEREAS, the employees of Clinton County have authorized certain deductions from their payroll, the accumulations of such deductions to be used in the purchase of United States Savings Bonds, Annuities, Life Insurance, Flex Plans, United Fund, Family Dental Coverage and Credit Unions; now

THEREFORE, BE IT RESOLVED by the Clinton County Board of Supervisors that Eric Van Lancker, County Auditor, be and is hereby authorized to hold said deductions and make payments to the proper entity or organization during the calendar year 2019.

Roll Call:

Srp:            Yes    No

Determann:    Yes    No

Irwin:            Yes    No

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Chairperson

ATTEST:

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County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION #2019-06

RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO EXECUTE CERTIFICATION OF COMPLETION OF WORK AND FINAL ACCEPTANCE OF FEDERAL/STATE AID PROJECTS

BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa that Todd Kinney, County Engineer of Clinton County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm to Market and federal or state aid construction projects in this county.

Srp:            Yes    No

Determann:    Yes    No

Irwin:            Yes    No

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Chairperson

ATTEST:

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County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION #2019-07

RESOLUTION TO AUTHORIZE THE COUNTY ENGINEER TO EXECUTE TRANSFER OF FUNDS FROM SECONDARY ROADS TO MARKET FUND

WHEREAS: From time to time it is necessary to procure various services from the Iowa Department of Transportation (IADOT) for the construction of Clinton County Secondary Road projects.

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa that the Chairperson of said Board of Supervisors of Clinton County, Iowa is hereby designated, authorized, and empowered to execute the transfer of funds from the Secondary Road Farm to Market Fund to the IADOT in payment for services provided to Clinton County on Secondary Road construction projects in this county.

Roll Call:

Srp:            Yes    No

Determann:    Yes    No

Irwin:            Yes    No

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Chairperson

ATTEST:

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County Auditor, Eric Van Lancker

January 2, 2019

RESOLUTION #2019-08

RESOLUTION TO AUTHORIZE THE COUNTY ENGINEER  
TO CLOSE COUNTY SECONDARY ROADS

WHEREAS, Section 306.41 of the Code of Iowa provides that “The agency having jurisdiction and control over any highway in the state, or the chief engineer of said agency when delegated by such agency, may temporarily close sections of a highway by formal resolution entered upon the minutes of such agency when reasonably necessary because of construction, reconstruction, maintenance or natural disaster and shall cause to be erected ROAD CLOSED signs and partial or total barricades in the roadway at each end of the closed highway section and on the closed highway where that highway is intersected by other highways if such intersection remains open. Any numbered road closed for over forty-eight hours shall have a designated detour route. The agency having jurisdiction over a section of highway closed in accordance with the provisions of this section, or the persons or contractors employed to carry out the construction, reconstruction, or maintenance of the closed section of highway, shall not be liable for any damages to any vehicle that enters the closed section of highway or the contents of such vehicle or for any injuries to any person that enters the closed section of highway, unless the damages are caused by gross negligence of the agency or contractor.”

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the County Engineer be authorized to close Clinton County Secondary Roads as necessary with the actual dates of closure to be determined by the County Engineer as follows:

1. For Construction: Any project as described in the approved Clinton County Secondary Road Construction Program for the current fiscal year and any approved supplements thereto.
2. For Emergency Closure of any road for maintenance purposes: Any route deemed necessary by the County Engineer.

Roll Call:

Srp:           Yes    No

Determann:   Yes    No

Irwin:         Yes    No

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Chairperson

ATTEST:

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County Auditor, Eric Van Lancker

# CLINTON COUNTY ENGINEER

Clinton County Administration Building  
1900 North Third Street  
P.O. Box 2957  
Clinton, Iowa 52733-2957  
563-244-0564  
Fax: 563-243-3739

January 2, 2019

Chad Ruden  
Eastern Iowa Light & Power  
1705 West 3rd Street  
PO Box 3003  
Wilton, IA 52778  
563-529-3725

Subject: Permit 10 – 105 for Electrical Utility Installation

Dear Chad,

Please find enclosed one signed copy of your requested permit for construction within the county right-of-way. This permit was approved based on the following stipulation:

- Eastern Iowa Light & Power shall not place guy wires within 10 feet of the edge of shoulder.
- Eastern Iowa Light & Power shall bore all utility work within County ROW at a minimum depth of 48-inches.
- Utility cable shall be bored under culverts or installed around the ends of culverts. This stipulation applies to all culverts located within the county right-of-way.

Please call 24 hours before construction and keep one copy of the permit and construction plans at the job site. As built plans or a letter stating that the above permitted utility has been constructed as permitted will be required within sixty (60) days of construction. Please submit the \$100 permit fee. If you have any questions, please call the office at the above listed number. Thank you.

Elliott Pennock, EIT  
Assistant County Engineer

January 2, 2019

MOTION by Supervisor \_\_\_\_\_ to authorize the Chairperson to sign Utility Permit Number 10-105 for Eastern Iowa Light and Power to install new overhead electrical lines and poles within the county right-of-way located in Sections 19, 24, and 25 of Sharon Township, T83N-R1E, along 100<sup>th</sup> Avenue.

Roll Call:

Srp: \_\_\_\_\_

Determann: \_\_\_\_\_

Irwin: \_\_\_\_\_

MOTION: \_\_\_\_\_