

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, September 11, 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 2023-225: Appointment – Human Resources
- RESOLUTION 2023-226: Appointment – Sheriff's Office
- RESOLUTION 2023-227: Appointment – Sheriff's Office
- RESOLUTION 2023-228: Termination – Sheriff's Office
- RESOLUTION 2023-229: Tax Suspension request 427.8 – McDanel & Heller
- RESOLUTION 2023-230: Tax Suspension request 427.9 -- Schreiber
- RESOLUTION 2023-231: Tax Abatement 435.25 – Mobile homes
- RESOLUTION 2023-232: Tax Adjustment 435.23 – Mobile homes
- RESOLUTION 2023-233: Tax Abatement 445.63 – City of Calamus
- RESOLUTION 2023-234: Tax Abatement 427.1 – Oakview Cemetery
- RESOLUTION 2023-235: Home Base Iowa award – Erskine
- RESOLUTION 2023-236: Acknowledge the contract with the County Attorney's Office and TW Training
- MOTION: Utility permit 3-27 for Preston Telephone

RESOLUTIONS

- RESOLUTION: Update the County Secondary Road Department Employee Handbook
- RESOLUTION: Wage adjustments to accommodate band changes for certain positions
- RESOLUTION: Set public hearings to solicit public comment on the County's use of opioid settlement funds
- RESOLUTION: Approve the change order for the County Administration Building chiller warranty replacement project
- RESOLUTION: Approve the change order for the County Administration Building window project
- RESOLUTION: Approve the change order for the County Courthouse elevator replacement project

UNFINISHED BUSINESS

GENERAL PUBLIC

DEPARTMENT HEADS, ELECTED OFFICIALS & EMPLOYEES

DISCUSSION WITH POSSIBLE ACTION

1. Property tax billing update
2. Performance-based employee evaluations
3. Smithtown Church update

10:30 a.m. County Administration Building Generator Project Update

The Supervisors will receive an update on the Administration Building generator project from Mead and Hunt, Inc.

September 11, 2023

RESOLUTION 2023-225

RESOLUTION TO HIRE PAMELA PETERSEN,
FULL-TIME HUMAN RESOURCES ADMINISTRATOR, AT A STARTING ANNUAL WAGE
OF \$50,000 FROM THE COUNTY HUMAN RESOURCES DEPARTMENT BUDGET

WHEREAS, the Clinton County Director of Human Resources has recommended the hiring of Pamela Petersen for the position of Human Resources Administrator to the Clinton County Board of Supervisors; now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, it approves the appointment of Pamela Petersen for the full-time position of Human Resources Administrator, at the annual wage of \$50,000.00 effective September 11, 2023; and

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue bi-weekly warrants on the Human Resources Fund in payment of salaries without further order of the Board.

Roll Call:

George: Yes No

Irwin: Yes No

Srp: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-226

RESOLUTION TO AUTHORIZE PAYROLL TO START
FOR ADRIANA GONZALEZ FROM THE JAIL BUDGET

WHEREAS, the Clinton County Sheriff is an elected official and the Board of Supervisors does not consider nor appoint personnel for elected officials, but need to authorize payroll for the County Auditor; now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the County Auditor be and is hereby authorized to issue biweekly paychecks on the General Basic Fund, Office of Jail, to Adriana Gonzalez, as a full-time Civilian Correctional Officer. This will be in effect at an hourly rate of \$20.46 during the probationary period of six months, then increasing to \$22.74. Adriana Gonzalez's starting date of employment with the Sheriff's Office will be September 7, 2023. This is subject to the terms and conditions of the Sheriff's Bargaining Unit agreement without further action of this Board.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-227

RESOLUTION TO AUTHORIZE PAYROLL TO START
FOR RILEY REED FROM THE JAIL BUDGET

WHEREAS, the Clinton County Sheriff is an elected official and the Board of Supervisors does not consider nor appoint personnel for elected officials, but need to authorize payroll for the County Auditor; now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the County Auditor be and is hereby authorized to issue biweekly paychecks on the General Basic Fund, Office of Jail, to Riley Reed, as a full-time Civilian Correctional Officer. This will be in effect at an hourly rate of \$20.46 during the probationary period of six months, then increasing to \$22.74. Riley Reed's starting date of employment with the Sheriff's Office will be September 7, 2023. This is subject to the terms and conditions of the Sheriff's Bargaining Unit agreement without further action of this Board.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-228

RESOLUTION TO TERMINATE EMPLOYMENT
OF ELIZABETH EIKENBERRY FROM THE SHERIFF'S OFFICE

WHEREAS, the Clinton County Sheriff has eliminated the position of part-time secretary that was occupied by Elizabeth Eikenberry; 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 General Basic Fund, Office of Sheriff, to Elizabeth Eikenberry with her last day as September 1, 2023, with accrued benefits to be paid out until September 1, 2023.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

RESOLUTION 2023-229

RESOLUTION TO AUTHORIZE PROPERTY TAX SUSPENSION REQUEST
PER CODE OF IOWA SECTION 427.8 FOR
CAROLYN MCDANEL AND WAYNE HELLER, CLINTON

WHEREAS the following individuals have petitioned to suspend their property taxes for the 2022 assessment year under provision of Code of Iowa, Section 427.8:

Carolyn McDanel	
1844 E Deer Creek Rd, Clinton, IA	Parcel #3210270000
Taxes Currently Suspended: <u>\$8,356.00</u>	2022 Taxes: <u>\$1,906.00</u>

Wayne Heller	
533 6 th Avenue S, Clinton, IA	Parcel #8052160000
Taxes Currently Suspended: <u>\$1,610.00</u>	2022 Taxes: <u>\$984.00</u>

WHEREAS, the eligibility for said suspension has been verified by Kim Ralston, CAP Director.

BE IT RESOLVED by the Clinton County Board of Supervisors that tax suspension [for the collection of taxes, special assessments, and rates or charges, including interest, fees and costs] be and is hereby approved and the County Treasurer is authorized to make entry on the records accordingly, all under provision of Section 427.8, Code of Iowa.

BE IT FURTHER RESOLVED that tax suspension under provision of Section 427.8, Code of Iowa is for the 2022 Assessment Year and all prior years, and it is the responsibility of the petitioning taxpayer to reapply for further tax suspension.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-230

RESOLUTION TO AUTHORIZE A PROPERTY TAX SUSPENSION PER CODE OF IOWA SECTION 427.9 FOR BARB & GARY SCHREIBER, WHEATLAND, IOWA

WHEREAS, Barb and Gary Schreiber have petitioned to suspend their property taxes for the 2022 assessment year under provision of Code of Iowa, Section 427.9, on the following described property:

308 N Wright Street, Wheatland, IA
Taxes currently suspended: \$0.00

Parcel #5402930000

WHEREAS, eligibility for said suspension has been verified by the Iowa Department of Human Services; now

BE IT RESOLVED by the Clinton County Board of Supervisors that tax suspension (for the collection of taxes, special assessments, and rates or charges, including interest, fees and costs) be and is hereby approved and the County Treasurer shall make entry on the records accordingly, all under provision of Section 427.9, Code of Iowa; and

BE IT FURTHER RESOLVED that tax suspension under provision of Section 427.9, Code of Iowa is for the 2022 Assessment Year and all prior years and it is the responsibility of the petitioning taxpayer to reapply for further tax suspension.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

Attest:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-231

RESOLUTION TO APPROVE ABATEMENT OF PROPERTY TAXES ON VARIOUS MOBILE HOME RECORDS PER CODE OF IOWA SECTION 435.25

WHEREAS, the listed Clinton County mobile home record has been transferred to mobile home dealer Scottsman Homes LLC and pursuant to Iowa Code section 435.25 taxes shall be abated:

- 1H1236 transferred to Scottsman Homes LLC in dealer inventory qualifies for an abatement of \$97.00.

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors that mobile home taxes for the above referenced parcels shall be abated in accordance with Iowa Code chapter 435.25 and the County Treasurer is hereby authorized to make adjustment to the Clinton County system accordingly.

Roll Call:

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

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-232

RESOLUTION TO APPROVE ADJUSTMENT OF TAXES ON VARIOUS MOBILE HOME RECORDS PER CODE OF IOWA SECTION 435.23

WHEREAS, the listed Clinton County mobile home records have been purchased from mobile home dealer Scottsman Homes LLC and qualify for a property tax adjustment pursuant to Iowa Code section 435.23:

- 11259505 now owned by Joseph McCright and Michelle Flesch qualifies for an adjustment of \$178.00.
- R293458 now owned by Elizabeth Johanson and Eric Fierce qualifies for an adjustment of \$178.00.

THEREFORE, BE IT RESOLVED by the Clinton County Board of Supervisors that mobile home taxes for the above referenced parcels shall be adjusted in accordance with Iowa Code chapter 435.23 and the County Treasurer is hereby authorized to make adjustment to the Clinton County system accordingly.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-233

RESOLUTION TO APPROVE ABATEMENT OF TAX PURSUANT TO 445.63 CODE OF IOWA

WHEREAS, pursuant to Iowa Code Section 445.63 the City of Calamus is entitled to abatement of penalty interest, taxes / rates, and charges owed as detailed:

Calamus	4200710000	2 ST	\$36.00
Calamus	4200690000	301 2 ST	\$1018.00

THEREFORE, BE IT RESOLVED pursuant to Code of Iowa section 445.63 taxes, penalty interest, rates, and charges outstanding and billed to the City of Calamus shall be abated and the treasurer is hereby authorized to make amendment to the county records indicating said abated tax for the parcels as noted, and the county auditor shall update the county record for fiscal year 2023-2024 in the same manner.

Roll Call:

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

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-234

RESOLUTION TO APPROVE ABATEMENT OF TAX
PURSUANT TO 427.1 CODE OF IOWA

WHEREAS, pursuant to Iowa Code Section 427.1 the Oakview Cemetery Association is entitled to abatement of taxes owed as detailed:

0710 6401862000 Old Hwy 61 \$16.00

THEREFORE, BE IT RESOLVED pursuant to Code of Iowa Section 427.1 taxes owing shall be abated and the Treasurer is hereby authorized to make amendment to the county records indicating said abated tax for the parcel as noted, and the county auditor shall update the record for fiscal year 2023-2024 in the same manner.

Roll Call:

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

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-235

RESOLUTION AWARDED CLINTON COUNTY HOME BASE IOWA
HOME PURCHASE CLOSING COST REIMBURSEMENT TO RANDALL ERSKINE

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 Randall Erskine 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 Randall Erskine from the General Basic Miscellaneous Fund.

Roll Call:

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

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023 - 236

RESOLUTION FOR THE CLINTON COUNTY ATTORNEY OFFICE
TO CONTRACT FOR SERVICES WITH TW TRAINING

WHEREAS, the Clinton County Attorney desires to improve office efficiencies; and

WHEREAS, the Clinton County Attorney has identified Terry Whitson of TW Training, who is capable of providing services to improve employee and office efficiencies through assessment and training; and

WHEREAS, the Clinton County Attorney's office has discretionary funds available in the County Attorney Recovery Fund (0029) to provide for such an assessment and training; and

WHEREAS, the Clinton County Attorney's Office seeks to enter into an Agreement with the TW Training to perform such an Assessment and Training not to exceed \$10,000 plus related expenses; now

THEREFORE, BE IT RESOLVED, the Clinton County Board of Supervisors, without approval or denial, acknowledge that the Clinton County Attorney currently has funds to cover the TW Training Agreement with the Office's Recovery Funds wherefrom the County Auditor shall expend to pay TW Training.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

Eric Van Lancker
Clinton County Auditor

September 11, 2023

MOTION by Supervisor _____ to authorize the Chairperson to sign Utility Permit Number 3-27 for Preston Telephone to bury to fiberoptic cable in Clinton County right-of-way along 335th Avenue, 137th Street, and 320th Avenue l located in sections 14, 23, 24, and 26 T83 R04E of Waterford Township.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

MOTION: _____

September 11, 2023

RESOLUTION 2023-_____

RESOLUTION TO UPDATE THE CLINTON COUNTY
SECONDARY ROAD DEPARTMENT EMPLOYEE HANDBOOK

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

WHEREAS, the Clinton County Engineer and the Human Resources Department have reviewed and updated the Clinton County Secondary Road Employee Handbook; now

THEREFORE, BE IT RESOLVED by the Clinton County Board of Supervisors that the Clinton County Secondary Road Department Employee Handbook filed in the County Human Resources Department be and is hereby adopted with said recommended changes effective this date;

BE IT FURTHER RESOLVED that this policy be distributed to all Secondary Road Department employees.

Roll Call:

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

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-

RESOLUTION TO AMMEND WAGES
BASED ON BAND CHANGES FOR SELECT POSITIONS

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

WHEREAS, the Board of Supervisors approved wage band changes for select positions as a result of Wage Appeals for Q1 FY2024; and

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

THEREFORE, BE IT RESOLVED to adjust the following rates for payroll, effective 9/17/2023:

- Kari Rutenbeck- \$24.10
- Paul Banowetz- \$45.97
- Lisa Abbot- \$27.37

Roll Call:

George	Yes	No
Irwin:	Yes	No
Srp:	Yes	No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023-

RESOLUTION TO SET A PUBLIC HEARING FOR SEPTEMBER 19 AT 5 P.M.
AT THE COUNTY ADMINISTRATION BUILDING AND FOR
SEPTEMBER 26 AT 5 P.M. AT THE COUNTY SATELLITE OFFICE IN DEWITT
TO SOLICIT COMMENTS ON THE USE OF OPIOID SETTLEMENT FUNDS

WHEREAS, Clinton County was a party to a lawsuit against various opioid manufacturers and distributors which have reached settlements garnering the County funds to address opioid addiction and its related damages within the County; and

WHEREAS, the Clinton County Board of Supervisors seeks input from the community on possible ways to invest said funding toward fighting opioid addiction and addressing other damages caused by opioid addiction; now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that a Public Hearing be conducted on Tuesday, September 19, 2023, at 5 p.m. in the Board of Supervisors Room, Clinton County Administration Building, 1900 N. Third Street, Clinton, Iowa, for the aforementioned purpose; and

BE IT FURTHER RESOLVED by the Board of Supervisors of Clinton County, Iowa, that a second Public Hearing be conducted on Tuesday, September 26, 2023, at 5 p.m. in the Large Conference Room, Clinton County Satellite Office, 226 11th St., DeWitt, Iowa, for the aforementioned purpose; and

BE IT FURTHER RESOLVED that the County Auditor is hereby directed to cause a publication to be made of a notice of the meeting in the official county newspapers and that such publication be not less than four nor more than 20 days before the date of the public meetings.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023 - _____

RESOLUTION TO AWARD THE CHILLER WARRANTY REPLACEMENT TO
JOHNSON CONTROL FOR THE CLINTON COUNTY ADMINISTRATION BUILDING

WHEREAS, the Clinton County Board of Supervisor has considered the warranty replacement of the chiller for the property at 1900 N 3rd St., Clinton, IA: and

WHEREAS, the change order received is as follows:

Johnson Controls \$0.00 (all project expenses paid by Johnson Controls)

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, the agreement be approved to Johnson Controls for \$0.00 which is recommended by Clinton County Facilities Director Corey Johnson; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Supervisors be authorized to execute sign proposal on behalf of Clinton County, Iowa.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairman, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

September 11, 2023

RESOLUTION 2023 - _____

RESOLUTION TO AWARD PROFESSIONAL SERVICE AGREEMENT WITH ORIGIN DESIGN FOR THE ELEVATOR PROJECT AT THE CLINTON COUNTY COURTHOUSE

WHEREAS, the Clinton County Board of Supervisor has considered the professional service agreement for the property at 612 N 2nd St. Clinton, IA: and

WHEREAS: the change order received is as follows

Origin Design \$6,000.00

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, the agreement be approved to Origin Design for \$6,000.00 which is recommended by Clinton County Facilities Director Corey Johnson; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Supervisors be authorized to execute sign proposal on behalf of Clinton County, Iowa

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairman, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker