

# 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, July 1, 2024, 9:00 A.M. Clinton County Law Center, Large Conference Room, 241 7<sup>th</sup> Ave. N., 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 2024-162: Resignation – Treasurer’s Office
- RESOLUTION 2024-163: Resignation – Sheriff’s Office
- RESOLUTION 2024-164: Appointment – Medical Examiner Investigators
- RESOLUTION 2024-165: Fiscal Year 2025 budget apportioning
- RESOLUTION 2024-166: Fiscal Year 2025 Secondary Road transfer authority
- RESOLUTION 2024-167: Approval of County depositories for fiscal year 2025
- RESOLUTION 2024-168: Home Base Iowa award – Shaw
- MOTION: Utility Permit 6-35 for F & B Communications
- MOTION: Utility Permit 6-36 for F & B Communications
- MOTION: Authorize the chairman to sign a letter of support for ECIA’s application for a HUD grant to repair and replace mobile homes

## RESOLUTIONS

- RESOLUTION: Secondary Road policy update

## UNFINISHED BUSINESS

### GENERAL PUBLIC

### DEPARTMENT HEADS, ELECTED OFFICIALS & EMPLOYEES

### DISCUSSION WITH POSSIBLE ACTION

1. County Administration Building project update

**9:45 a.m.**      Drainage Districts with possible action

The Board of Supervisors will convene as the trustees for drainage districts to review updates to the Drainage District Policy.

**10:00 a.m.**      Ports of Eastern Iowa Authority

The Board of Supervisors will receive an update from Robert Sinkler on the Ports of Eastern Iowa Authority project.

July 1, 2024

RESOLUTION 2024-162

TERMINATION FROM PAYROLL FROM THE  
TREASURER'S OFFICE FOR LORI MICHAELSEN

WHEREAS, the Clinton County Treasurer has accepted the resignation of Lori MichaelSEN as a Part-Time Treasurer's Clerk; now

THEREFORE, BE IT RESOLVED by the Board of Supervisor of Clinton County, Iowa that the Auditor be and is hereby authorized to stop issuance of biweekly paychecks on July 1, 2024 from the Auto License fund, Treasurer Office to Lori MichaelSEN. Lori's last day of employment is June 23, 2024. We thank Lori for returning to help and her four-years of service to Clinton County as a valuable Part-Time Clerk.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

July 1, 2024

RESOLUTION 2024-163

RESOLUTION ACCEPTING THE RESIGNATION OF  
SKYLAR JESS FROM THE SHERIFF'S OFFICE

WHEREAS, the Clinton County Sheriff has accepted the resignation of Skylar Jess, as a full-time correctional officer.

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 the Jail, to Skylar Jess. Skylar's last day of work is July 4<sup>th</sup>, 2024.

Roll Call:

George:            Yes    No

Srp:                Yes    No

Irwin:             Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

July 1, 2024

RESOLUTION 2024-164

RESOLUTION TO HIRE MEDICAL EXAMINER INVESTIGATORS

WHEREAS, the Medical Examiner of Clinton County has determined that Medical Examiner Investigators should be hired to provide investigation services to the Medical Examiner’s Office. AND has determined the following individuals to be qualified and appropriate to hire as MEIs.

Jennifer Schroeder  
Erin Everson  
Rodney Livesay

Ramon Tieso  
Ann Magill-Hamilton

Amanda Harris  
Dave Rogis

WHEREAS, the Board of Supervisors has determined that Medical Examiner Investigators services should be provided to the Medical Examiner’s Office which is administered by the Clinton County Emergency Management Agency.

WHEREAS, the Board of Supervisors has approved a budget in order to employ Medical Examiner Investigators.

MEIs will receive the following:

1. A flat rate of \$200 per call. An hourly rate of \$26.00 for work greater than 6 hours with EMA approval.
2. Mileage reimbursement per the County policy.
3. An hourly rate of \$26.00 for training or for justifiable work at the discretion of EMA.

THEREFORE, BE IT RESOLVED; by the Board of Supervisors of Clinton County, Iowa that the above listed individuals be hired as Medical Examiner Investigators on July 1, 2024.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

July 1, 2024

RESOLUTION 2024-165

RESOLUTION APPORTIONING FUNDS FOR THE  
FISCAL YEAR 2025 CLINTON COUNTY BUDGET

BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the amounts as shown, published, and approved in the County Budget for fiscal year 2024/2025 on April 22, 2024, be and are hereby apportioned for fiscal year 2024/2025 from the various funds of the County to the several offices and departments of County Government for the purpose set out in detail and on file in the office of the County Auditor.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

RESOLUTION 2024-166

RESOLUTION AUTHORIZING THE PERIODIC TRANSFER OF FUNDS TO THE SECONDARY ROADS FUND FOR FISCAL YEAR 2025

WHEREAS, it is desired to authorize the Auditor to periodically transfer sums from the General Basic and Rural Services funds to the Secondary Road Fund during the 2024/2025 budget year; and

WHEREAS, said transfers must be in accordance with section 331.432, Code of Iowa,

Section 1. The total maximum transfer from the General Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2024, shall not exceed the sum of \$316,412; and the maximum transfer from the Rural Services Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2024, shall not exceed the sum of \$1,816,711.

Section 2. Within three days of being notified of the apportionment of current property taxes, state replacements against levied property taxes, mobile home taxes or military service tax credit replacements to the General Basic or Rural Services Funds, the Auditor shall order a transfer from said fund to the Secondary Road Fund.

Section 3. The amount of the transfer required by Section 2 shall be equal to the apportionment made under Section 2 to the General Basic or Rural Services Fund, respectively, multiplied by the ratio of said fund's total maximum transfer to the Secondary Road Fund, to the sum of mobile home taxes and total military service tax credit replacements.

Section 4. Notwithstanding the provisions of Section 2 and 3 of this resolution, total transfers to the Secondary Road Fund shall not exceed the amounts specified in Section 1.

Section 5. Notwithstanding the provisions of Section 2 and 3 the amount of any transfer shall not exceed available fund balances in the transferring fund.

Section 6. The Auditor is directed to correct his books when said operating transfers are made and to notify the Treasurer and County Engineer of the amounts of said transfers.

THEREFORE BE IT RESOLVED BY THE Board of Supervisors of Clinton County, Iowa, that it authorizes periodic transfer of funds to the Secondary Road Fund for fiscal year 2025.

Roll Call:  
George:      Yes    No  
  
Srp:            Yes    No  
  
Irwin:         Yes    No

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Chairperson, Jim Irwin

ATTEST:  
  
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County Auditor, Eric Van Lancker

July 1, 2024

RESOLUTION 2024 - 167

RESOLUTION ASSIGNING CLINTON COUNTY'S DEPOSITORIES  
FOR FISCAL YEAR 2025

WHEREAS, the officials of the various offices of Clinton County designate the following institutions as depositories for the funds coming into their hands FY 2024-2025, as provided by Section 12C.1, Code of Iowa; and

WHEREAS, the Clinton County Board of Supervisors, after receiving advice from the County Treasurer, deem said institutions as proper places for the deposit of such funds; now

THEREFORE, BE IT RESOLVED that the actions of said officials in designating said institutions be and the same are hereby approved and said officials are hereby authorized to deposit public funds in their hands in the financial institutions specified, deposits in no case to exceed the amount specified:

RECORDER/REGISTRAR, Scott Judd	
Clinton National Bank	\$ 300,000.00
SHERIFF, Bill Greenwalt	
Clinton National Bank	\$ 500,000.00
TREASURER, Dustin Johnson	
Clinton National Bank	\$75,000,000.00
Sterling Federal Bank	10,000,000.00
US Bank	1,000,000.00
DeWitt Bank & Trust	30,000,000.00
First Central State Bank	60,000,000.00
First Trust & Savings Bank	10,000,000.00
Citizen's First Bank	30,000,000.00
IPAIT	7,000,000.00
Edward D. Jones (Jerry Kedley)	3,000,000.00

Roll Call:

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

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Chairperson, Jim Irwin  
ATTEST:

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County Auditor, Eric Van Lancker

July 1, 2024

RESOLUTION 2024-168

RESOLUTION AWARDING CLINTON COUNTY HOME BASE IOWA  
HOME PURCHASE CLOSING COST REIMBURSEMENT TO GREGG SHAW

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 Gregg Shaw 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 Gregg Shaw from the General Basic Miscellaneous Fund.

Roll Call:

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

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker



July 1, 2024

MOTION by Supervisor \_\_\_\_\_ to authorize the Chairperson to sign Utility Permit Number 6-35 for F&B Communications to place Fiber optics cable along the roads along 145<sup>th</sup> Avenue In the county right-of-way located in section 35 T81N R01E of the Spring Rock Township.

Roll Call:

George:      Yes    No

Srp:            Yes    No

Irwin:         Yes    No

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

July 1, 2024

MOTION by Supervisor \_\_\_\_\_ to authorize the Chairperson to sign Utility Permit Number 6-36 for F&B Communications to place Fiber optics cable along the roads along 170<sup>th</sup> Avenue In the county right-of-way located in section 25 T81N R02E of the Grant Township.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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

July 1, 2024

MOTION by Supervisor \_\_\_\_\_ to authorize the Chairperson to sign a letter of support for ECIA's application for a HUD grant to repair and replace mobile homes.

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

MOTION:     \_\_\_\_\_

July 1, 2024

RESOLUTION 2024-\_\_\_\_\_

RESOLUTION TO APPROVE SECONDARY ROAD DEPARTMENT POLICY

WHEREAS, pursuant to Code of Iowa Section 309.67, the Board of Supervisors of Clinton County, Iowa, is charged with the duty of establishing policies and methods to properly maintain the Secondary Road System, and

WHEREAS, it is necessary to make certain changes in current policies and establish new policies, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the following policy be created as an approved Secondary Road Department Policy and Procedure effective July 1, 2024:

1. Secondary Road Department Policy

Roll Call:

George:      Yes    No

Srp:          Yes    No

Irwin:        Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker

July 1, 2024

RESOLUTION 2024-\_\_\_\_\_

RESOLUTION TO APPROVE DRAINAGE DISTRICT MAINTENANCE POLCY

WHEREAS, pursuant to Code of Iowa Chapter 468, the Board of Supervisors of Clinton County, Iowa, acting as statutory trustees for Drainage Districts in Clinton County may develop policies and procedures for Drainage District maintenance work, and

WHEREAS, it is necessary to make certain changes in current policies and establish new policies, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the following policy is approved effective July 1, 2024:

1. Clinton County Drainage District Maintenance Policy and Procedures

Roll Call:

George:        Yes    No

Srp:            Yes    No

Irwin:         Yes    No

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Chairperson, Jim Irwin

ATTEST:

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County Auditor, Eric Van Lancker