

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 8, 2024, 9:00 A.M. Clinton County Satellite Building, Large Conference Room, 226 11th St, DeWitt, IA. The public may also join the meeting on Zoom by phone by dialing 1-253-215-8782 and entering the access code 5274202329. The public may also join through the internet by following this web address: <https://clintoncounty-ia.gov.zoom.us/j/5274202329> Enter meeting Code: 5274202329 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 2024-181: Appointment – Attorney’s Office
- RESOLUTION 2024-182: Appointment – County Health Officer (Board of Health)
- RESOLUTION 2024-183: Appointment – County ADA Coordinator
- RESOLUTION 2024-184: Resignation – Conservation
- RESOLUTION 2024-185: Adopt the County Employee Recognition Policy
- RESOLUTION 2024-186: FY25 cash on hand certification
- RESOLUTION 2024-187: Set a public hearing for a proposed map amendment to the County Zoning Ordinance
- RESOLUTION 2024-188: Set a public hearing for a proposed text amendment to the County Zoning Ordinance
- MOTION: Authorize the chairman to sign various contracts for community support services

RESOLUTIONS

- RESOLUTION: Establish a port of authority as allowed in Code of Iowa Chapter 28J

UNFINISHED BUSINESS

GENERAL PUBLIC

DEPARTMENT HEADS, ELECTED OFFICIALS & EMPLOYEES

DISCUSSION WITH POSSIBLE ACTION

1. Atlas Roofing update
2. County Administration Building project update

July 8, 2024

RESOLUTION 2024-181

RESOLUTION TO HIRE VICTORIA NOEL AS A FULL-TIME ASSISTANT
COUNTY ATTORNEY AT A SALARY OF \$79,234.52 A YEAR

WHEREAS, the Clinton County Attorney is an elected official and the Board of Supervisors does neither consider nor appoint personnel for elected officials, but needs to authorize payroll for the County Auditor; and

WHEREAS, the Clinton County Attorney's Office wishes to begin full-time employment of Victoria Noel as an Assistant County Attorney, effective July 8, 2024; now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, to approve the hiring of Victoria Noel to the full-time position of Assistant County Attorney in the County Attorney's Office at an annual salary of \$79,234.52, with an effective date of July 8, 2024; and

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to issue biweekly paychecks from the County Attorney's General Basic Fund in payment of salary to Victoria Noel 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

July 8, 2024

RESOLUTION 2024-182

RESOLUTION APPOINTING JENNA LOVAAS TO
CLINTON COUNTY PUBLIC HEALTH OFFICER

WHEREAS, the Clinton County Board of Health requires an appointed Health Officer; and

WHEREAS, the Board has determined Jenna Lovaas, current member to the Board of Health, to be qualified and appropriate to be appointed as the Clinton County Health Officer; now

THEREFORE, BE IT RESOLVED that Jenna Lovaas is hereby appointed as the Clinton County Health Officer beginning July 1, 2024; and

BE IT FURTHER RESOLVED that the Board of Health Assistant be authorized to issue monthly claims to the Auditor's office in the amount of \$500 for compensation; and

BE IT FURTHER RESOLVED that the Clinton County Board of Supervisors of Clinton County, Iowa, hereby order the following re-appointment:

Clinton County Board of Health (Three-Year Term; expires Dec. 31, 2027)
Jenna Lovaas, Clinton.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

July 8, 2024

RESOLUTION 2024-183

RESOLUTION TO APPOINTMENT COUNTY HR DIRECTOR
ALEXANDRIA ELLISON AS COUNTY ADA COORDINATOR

WHEREAS, The Americans with Disabilities Act of 1990 (ADA), including changes made by the ADA Amendments Act of 2008, states that no person should be discriminated against on the basis of disability in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public; and

WHEREAS, The Americans with Disabilities Act requires state and local entities with more than 50 employees to designate an ADA Coordinator to oversee and coordinate ADA compliance; and

WHEREAS, Clinton County further assures every effort will be made to ensure nondiscrimination in all of its committees, programs and activities, regardless of the funding source; and

WHEREAS, Clinton County previously designated co-coordinator duties to the Facilities Director, who has resigned; now

THEREFORE BE IT RESOLVED, that Clinton County designates County Human Resources Director Alexandria Ellison as the ADA Coordinator to be responsible for administrating ADA related activities, and all other responsibilities as required.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

July 8, 2024

RESOLUTION 2024-184

RESOLUTION ACCEPTING THE RESIGNATION OF KARI JEFFREY FROM THE
CLINTON COUNTY CONSERVATION BOARD

WHEREAS, the Board of Supervisors of Clinton County, Iowa, having adopted “Regulations for Non-Union County Personnel” applicable to the employment of non-union personnel, and

WHEREAS, it is necessary to make certain changes in the regulation as to the appointment of non-union employees, now

THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the following changes are made:

Accept the resignation of Kari Jeffrey as a Naturalist with the Clinton County Conservation Board effective July 6th, 2024.

BE IT FURTHER RESOLVED that the County Auditor be and is hereby authorized to stop issuance of bi-weekly paychecks on the Conservation Maintenance General Fund –Salaries of Regular Employees to Kari Jeffrey.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

July 8, 2024

RESOLUTION 2024-185

RESOLUTION APPROVING THE CLINTON COUNTY
GOVERNMENT EMPLOYEE RECOGNITION POLICY

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

WHEREAS, the Clinton County Board of Supervisors would like to recognize and incentivize employees to provide improved services to the public; now

THEREFORE, BE IT RESOLVED that the Clinton County Government Employee Recognition Policy is approved.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

July 8, 2024

RESOLUTION 2024 - 186

RESOLUTION CERTIFYING CASH ON HAND AT THE START
OF THE CLINTON COUNTY 2025 FISCAL YEAR

The Clinton County Board of Supervisors, having interviewed the different County Officials and Department Heads, does hereby report cash on hand in the various offices before the opening of business on Monday, July 1, 2024, as follows:

CONSERVATION		
Rock Creek – Registers	\$	200.00
Rock Creek – Lockbox change	\$	372.50
RECORDER/REGISTRAR		
Cash in Drawer (Clinton)	\$	200.00
Cash in Drawer (DeWitt)	\$	100.00
SHERIFF		
Petty Cash	\$	78.72
Gun Permit: Permit to Purchase	\$	475.00
Permit to Acquire	\$	75.00
SHERIFF – CIVIL DEPARTMENT		
Cash on Hand	\$	100.00
TREASURER		
Cash in Drawers	\$	900.00
Cash in Vault	\$	1,000.00
Cash in Drawers – DeWitt	\$	300.00

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

ATTEST:

Chairperson, Jim Irwin Jr.

County Auditor, Eric Van Lancker

RESOLUTION 2024 - 187

RESOLUTION SETTING A PUBLIC HEARING WITH THE
CLINTON COUNTY BOARD OF SUPERVISORS FOR A
PROPOSED MAP AMENDMENT TO THE COUNTY ZONING ORDINANCE

BE IT RESOLVED, that the Clinton County Board of Supervisors will hold a Public Hearing on the 29th day of July, 2024 at 10:00 a.m. at the Clinton County Law Center, Large Conference room, 241 7th Ave. North, Clinton, Iowa 52732 for the purpose of soliciting public comment on a proposed map amendment to the Clinton County Zoning Ordinance changing the designation of certain property in Section 24, Township 81 North, Range 4 East of the 5th P.M. from A-1 (Prime Agriculture) to C-1 (Highway Commercial); and

BE IT FURTHER RESOLVED, the Clinton County Board of Supervisors authorizes Planning and Zoning Director Thomas Barnes to prepare and submit the proper Public Hearing notice to the appropriate media outlets.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

July 8, 2024

RESOLUTION 2024 - 188

RESOLUTION SETTING A PUBLIC HEARING WITH THE
CLINTON COUNTY BOARD OF SUPERVISORS FOR A
PROPOSED TEXT AMENDMENT TO THE COUNTY ZONING ORDINANCE

BE IT RESOLVED, that the Clinton County Board of Supervisors will hold a Public Hearing on the 29th day of July, 2024 at 10:10 a.m. at the Clinton County Law Center, Large Conference room, 241 7th Ave. North, Clinton, Iowa 52732 for the purpose of soliciting public comment on a proposed text amendment to the Clinton County Zoning Ordinance updating chapter III of the Clinton County Zoning Ordinance; and

BE IT FURTHER RESOLVED, the Clinton County Board of Supervisors authorizes Planning and Zoning Director Thomas Barnes to prepare and submit the proper Public Hearing notice to the appropriate media outlets.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

Chairperson, Jim Irwin

ATTEST:

County Auditor, Eric Van Lancker

July 1, 2024

MOTION by Supervisor _____ to authorize the Chairperson to sign various outside agency contracts budgeted by the County to provide community support services.

Roll Call:

George: Yes No

Srp: Yes No

Irwin: Yes No

MOTION: _____

June 8, 2024

RESOLUTION 2024 - _____

RESOLUTION CREATING THE PORTS OF EASTERN IOWA AUTHORITY

WHEREAS, Chapter 28J of the Code of Iowa allows two or more political subdivisions to create a port authority by resolution; and

WHEREAS, the Counties of Louisa, Muscatine, Scott, Clinton, Jackson, and Dubuque Iowa desire to create a port authority; and

WHEREAS, at a duly called meeting of the Clinton County Board of Supervisors which occurred on June 8, 2024, the decision was made to adopt this Resolution; now

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors that:

1. A port authority is hereby established with jurisdiction to encompass real or personal property within the territory of the undersigned political subdivision that is owned by the port authority or real or personal property within the territory of the undersigned otherwise owned, operated or controlled in a manner related to the furtherance of one or more of the authorized purposes as set forth in chapter 28J.1 (1) code of Iowa.

2. The port authority shall be known as the Ports of Eastern Iowa Authority.

3. The Ports of Eastern Iowa Authority shall have all powers contemplated by Chapter 28J of the Code of Iowa except eminent domain or zoning powers. Nothing expressed or implied in this resolution shall represent any financial commitment to the port authority on behalf of the undersigned political subdivision.

4. Ports of Eastern Iowa Authority shall be governed by a board of directors comprised of one director from each political subdivision creating the authority. The director appointed by each political subdivision shall serve a two-year term, except any person appointed to fill a vacancy shall be appointed to only the unexpired term. In the event of a vacancy on the board, the political subdivision which appointed the director creating the vacancy shall be entitled to appoint a director to fill the vacancy.

5. Except in connection with the initial board, the Ports of Eastern Iowa Authority board of directors shall not include a member of a legislative body of any political subdivision which is a part of the authority. Any board member elected to any such legislative office during the board member's term of office on the board, shall immediately be removed from the board and a successor shall be appointed for the remaining term of the removed director in the same manner provided for the original appointment.

6. By enacting this Resolution, the undersigned political subdivision agrees that any surplus of funds as contemplated by section 28J.13 of the Code of Iowa shall be paid, in equal shares, to the general funds of the following political subdivisions which adopt a like resolution and appoint members of the initial board of directors: the Counties of Louisa, Muscatine, Scott, Clinton, Jackson and Dubuque. Liabilities of the port authority shall not become liabilities of the political subdivisions.

7. Except as provided in Chapter 28J of the Code of Iowa, nothing in this Resolution shall be construed as altering, impairing, or diminishing the authority of the undersigned, or previously approved county resolutions.

8. This Resolutions shall only become effective when at least three (3) contiguous counties of the remaining six political subdivisions adopts a like resolution and appoints its members of the initial board of directors.

Roll Call:

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

ATTEST:

Chairperson, Jim Irwin Jr.

County Auditor, Eric Van Lancker