

**PROCEEDINGS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING
TUESDAY, JUNE 28, 2022**

At 9:10 a.m. Chairperson Richard Young called to order in regular session a meeting of the Washington County Board of Supervisors which took place in the Washington County Courthouse. Items on the agenda included the following items: approval of agenda; public comment; Second Reading of Proposed Flood Plain Ordinance 22-2; Waive Third Reading of Proposed Flood Plain Ordinance 22-2; approval of FY23 Fuel Contract Bid – County Engineer; personnel change request – Recorder; Resolution 22-20 regarding appointment of Deputy Auditor; personnel change request – Auditor; personnel change request – Conservation; Class A Liquor License Permit Renewal – Richmond Amvets Post 107; Class E Liquor License Permit application – Ainsworth Four Corners DBA Four Corners Fuel; Resolution 22-23 regarding Interfund Operating Transfer; Resolution 22-24 regarding Interfund Operating Transfer to Secondary Roads Fund; Resolution 22-25 regarding Disbursement of County Grant Funds; Resolution 22-26 regarding Disbursement of County Funds for Recycling; Resolution 22-27 regarding FY23 Appropriations Authorization; Resolution 22-28 regarding designation of Assigned Funds; FY23 county employee departmental wage recommendations; FY23 longevity wage schedule and FY23 departmental step increases; department head comment; adjourn. Supervisors Marcus Fedler, Jack Seward, Jr., and Stan Stoops were also present. Supervisor Bob Yoder was absent.

Other individuals in attendance included the following individuals: Jerry Edwards, KCII Radio; Kalen McCain, SE Iowa Union; Jo Greiner, County Recorder; Tammy Stewart, Deputy Auditor; Jacob Thorius, County Engineer; Michelle Hyman, Deputy Auditor; and citizen Rusty Rogerson. Various other individuals participated by remote means.

All motions were passed unanimously by those Supervisors in attendance unless noted otherwise.

On motion by Seward, seconded by Stoops, the Board voted to approve the agenda after it was amended to include the following items:

- 1) personnel change request – Sheriff
- 2) Resolution 22-29 regarding an adjustment to the FY22 Budget Appropriation

There was no public comment related to agenda items.

On motion by Stoops, seconded by Fedler, the Board voted by way of roll call vote to approve the second reading of proposed Washington County Flood Plain Ordinance 22-2.

On motion by Seward, seconded by Stoops, the Board voted to waive the third reading of proposed Washington County Flood Plain Ordinance 22-2 and to adopt Ordinance 22-2.

County Engineer Jacob Thorius outlined two bids received by his office related to fuel delivery for FY23. The bidders were Cobb Oil, Brighton, Iowa, and Agri-Land FS, Winterset, Iowa. Cobb Oil was the low bidder at \$3,488.00 while the bid received from Agri-Land FS was \$7,025.00. Thorius explained that the bids are for the delivery cost only with the cost of the fuel itself based on the daily “rack” price from the Iowa Department of Transportation. During discussion of the two bids Thorius noted that in the past the cost of fuel itself had been set on a monthly basis rather than a daily basis as included in the FY23 fuel bids being considered. Thorius stated that there will be less risk for the County and for the supplier if the fuel price is set on a daily basis. Thorius also said it would simplify the county’s interactions with fuel providers and eliminate the motivation for suppliers to monitor when prices are lowered and in turn top off fuel tanks on the final day of the month even if fuel tank levels are not low. Conversely, according to Thorius, it helps to prevent situations where suppliers wait as long as possible to fill fuel supply tanks completely when prices are low if there is an expectation that fuel prices will be increasing. On motion by Fedler, seconded by Stoops, the Board voted to accept the FY23 fuel bid received from Cobb Oil, Brighton, Iowa, in the amount of \$3,488.00.

On motion by Stoops, seconded by Fedler, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Washington County Recorder for Deputy Recorder Brandy Bloom whose rate of pay will increase to \$30.04 per hour effective July 1, 2022. The change in pay rate is a result of Bloom being appointed to the position of Deputy Recorder.

On motion by Seward, seconded by Fedler, the Board voted by way of roll call vote to approve Resolution 22-20 as follows and to authorize the Chairperson to sign Resolution 22-20 on behalf of the Board.

**RESOLUTION 22-20
APPROVAL AND APPOINTMENT OF WASHINGTON COUNTY DEPUTY AUDITORS**

WHEREAS, pursuant to Chapter 331.903.1 of the Code of Iowa (2018), the number of deputies for each County office shall be determined by the Board of Supervisors and the number and approval of each appointment shall be adopted by a resolution and recorded in the minutes of the Board.

BE IT HEREBY RESOLVED by the Washington County Board of Supervisors this 28th day of June, 2022, that the following individuals have been approved and appointed as Deputy Auditors for the Office of the Washington County Auditor, as requested by Washington County Auditor Daniel L. Widmer.

Michelle Hyman – 1st Deputy Auditor
Sue Meeks – Deputy Auditor
Amber Armbruster – Deputy Auditor
Tammy Stewart – Deputy Auditor

On motion by Fedler, seconded by Seward, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Washington County Auditor for Deputy Auditor Tammy Stewart whose rate of pay will increase to \$31.63 per hour effective July 1, 2022. The change in pay rate is a result of Stewart being appointed to the position of Deputy Auditor.

On motion by Fedler, seconded by Seward, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from Conservation for Mason Juhl whose final day of employment occurred June 28, 2022.

On motion by Seward, seconded by Fedler, the Board voted to approve, and authorize the Chairperson to sign, an application for a Class A Liquor License (LA) (Private Club) from the Richmond Amvets Post #107 for the time period of July 11, 2022 through July 10, 2023. Washington County Sheriff Jared Schneider expressed no issues with the application.

On motion Fedler, seconded by Stoops, the Board voted to approve, and authorize the Chairperson to sign, a Class E Liquor License with sub-permits for Class C Beer Permit (BC), Class B Native Wine Permit, and Sunday Sales, from Ainsworth Four Corners, LLC, dba Four Corners Fuel, located at 3112 Highway 92, Ainsworth. The license is for the period of June 23, 2022, to June 24, 2023. Sheriff Jared Schneider expressed no objection to the application.

On motion by Seward, seconded by Fedler, the Board voted by way of roll call vote to approve Resolution 22-23 as follows and to authorize the Chairperson to sign Resolution 22-23 on behalf of the Board.

**RESOLUTION 22-23
INTERFUND OPERATING TRANSFER**

WHEREAS, it is desired to authorize the County Auditor of Washington County, Iowa to periodically transfer sums from the General Basic and General Supplemental Funds during the 2022-23 Fiscal Year, and,

WHEREAS, said operating transfers must be in accordance with Section 331.432, Code of Iowa, 1995, as amended, and,

WHEREAS, said operating transfers were budgeted and appropriated in the maximum amount of \$120,000 for Fiscal Year 2022-23 and as may be amended from time to time by the Board of Supervisors.

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa, that the County Auditor shall order a transfer from the General Basic and General Supplemental Funds to the Capital Projects Fund at any such times as it is necessary to maintain sufficient balance in the Capital Projects Fund to accomplish the purposes as contained in the Washington County Budget for the Fiscal Year ending June 30, 2023.

On motion by Stoops, seconded by Seward, the Board voted by way of roll call vote to approve Resolution 22-24 as follows and to authorize the Chairperson to sign Resolution 22-24 on behalf of the Board.

**RESOLUTION 22-24
INTERFUND OPERATING TRANSFER TO SECONDARY ROADS FUND**

WHEREAS, it is desired to authorize the County Auditor of Washington County, Iowa, to periodically transfer sums from the General Basic Fund and the Rural Services Basic Fund to the Secondary Road Fund during the 2022-2023 Fiscal Year, and,

WHEREAS, said operating transfers must be in accordance with Section 331.432, Code of Iowa, 1995, as amended, and,

WHEREAS, said operating transfers were budgeted and appropriated for Fiscal Year 2022-2023, now

THEREFORE BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa, that:

Section 1. The total maximum, transfer from the General Basic Fund to the Secondary Road Fund for the Fiscal Year beginning July 1, 2021 shall not exceed the sum of **\$ 234,946.00**; and the total maximum transfer from other Rural Service Basic Fund to the Secondary Road Fund for the Fiscal Year beginning July 1, 2021 shall not exceed the sum of **\$ 2,474,989.00**.

Section 2. Within ten days of being notified of the apportionment of current property taxes, and state replacements against levied property taxes, the General Basic and Rural Services Basic Fund, the County Auditor shall order a transfer from said fund(s) to the Secondary Road Fund.

Section 3. The amount of the transfer required by Section 2, shall be equal to **4.115858 %** of the apportionment of collected property taxes in the General Basic Fund and **85.29033%** of the tax apportionment of the Rural Services Basic Fund.

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 the available fund balance in the transferring fund.

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

On motion by Seward, seconded by Stoops, the Board voted by way of roll call vote to approve Resolution 22-25 as follows and to authorize the Chairperson to sign Resolution 22-25 on behalf of the Board.

**RESOLUTION 22-25
DISBURSEMENT OF COUNTY FUNDS**

WHEREAS the Board of Supervisors of Washington County, Iowa, budgeted funds for Fiscal Year 2022-2023 for grant support of those agencies listed below to be disbursed by the County Auditor to the respective agencies at the intervals indicated herein effective July 1, 2022:

<u>GRANTEE</u>	<u>TOTAL GRANT</u>	<u>FREQUENCY</u>
HACAP	\$120,000	one-fourth each quarter
Mini-Bus	\$ 50,000	one-fourth each quarter
Fair & 4-H	\$ 17,000	one-fourth each quarter
Fairgrounds	\$ 24,000	one-fourth each quarter
Co. Historic Preservation	\$ 4,750	one-fourth each quarter
Humane Society	\$ 34,400	one-fourth each quarter
Wash Co Med Examiner	\$ 3,600	one-fourth each quarter
Public Library	\$165,000	one-fourth each quarter
Wash Main Street	\$ 6,834	one time in July 2022
WEDG	\$ 23,000	one time in August 2022
Workplace Learning Connect	\$ 2,256	one time in August 2022
English River Watershed	<u>\$ 10,000</u>	one time in August 2022
	\$460,840	

The vote on the motion: Aye-Young, Seward, Stoops; Nay-Fedler; Absent-Yoder.

On motion by Fedler, seconded by Stoops, the Board voted by way of roll call vote to approve Resolution 22-26 as follows and to authorize the Chairperson to sign Resolution 22-26 on behalf of the Board.

**RESOLUTION 22-26
DISBURSEMENT OF COUNTY FUNDS**

BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa, that funds budgeted for Fiscal Year 2022-2023 for payments listed below shall be disbursed by the County Auditor to the agencies at the intervals indicated herein:

<u>CREDITOR</u>	<u>TOTAL</u>	<u>FREQUENCY</u>
Wemiga Waste Inc	\$13,832.00	monthly

On motion by Fedler, seconded by Stoops, the Board voted by way of roll call vote to approve Resolution 22-27 as follows and to authorize the Chairperson to sign Resolution 22-27 on behalf of the Board.

**RESOLUTION 22-27
WASHINGTON COUNTY APPROPRIATIONS AUTHORIZATION
FISCAL YEAR 2023**

BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa that the following appropriations are authorized to departments by expenditure during Fiscal Year 2023 as indicated:

00	Operating Accounts	2,927,735
01	Board of Supervisors	434,456
02	Auditor	737,438
03	Treasurer	632,265
04	County Attorney	840,784
05	Sheriff	5,328,613
07	Recorder	323,878
20	Secondary Roads	8,827,708
21	Veterans Affairs	103,457
22	Conservation	970,350
23	Public Health	1,837,120
24	Environmental Health	250,200
25	Mental Health Disability Service	135,806
26	Department of Human Services	8,500
27	General Assistance	28,172
28	Medical Examiner	60,600
36	Ambulance Services	2,642,300
38	Outreach	105,813
39	Economic Development	36,190
51	Buildings & Grounds	597,917
52	Information Technology	377,039
53	Subdivision Planning	43,845
54	GIS Services	3 43,200
99	Non Departmental	7,552,795
	Total	35,146,181

On motion by Fedler, seconded by Seward, the Board voted by way of roll call vote to approve Resolution 22-28 as follows and to authorize the Chairperson to sign Resolution 22-28 on behalf of the Board.

**RESOLUTION 22-28
DESIGNATION OF ASSIGNED FUNDS**

WHEREAS, the Washington County Board of Supervisors acknowledges its responsibility to plan for certain repair projects or equipment purchases, and

WHEREAS, the Board recognizes it is fiscally responsible to allocate across time such monies secured through property taxation for future expenditure on said projects or purchases, and

WHEREAS, the Board wishes in FY 2022-2023 to designate in the beginning cash balance of the budget the amount of \$ 367,000 as assigned capital with the intent of future expenditure as follows:

<u>Project</u>	<u>Amount Designated</u>
County facilities	312,000
Equipment Purchase	20,000
County aerials	30,000
Citizens Convenience Center	5,000

NOW THEREFORE BE IT RESOLVED, that the County Auditor of Washington County, Iowa, is authorized to reflect the Board's intent by this resolution by indicating such on the appropriate budget preparation and reporting forms for FY23.

On motion by Seward, seconded by Stoops, the Board voted to acknowledge and approve FY23 county employee departmental wage recommendations.

On motion by Stoops, seconded by Fedler, the Board voted to acknowledge and approve FY23 departmental longevity schedules and FY23 departmental wage step increase schedules for various employees in the Secondary Roads Department, Sheriff's Office, Public Health, and Communications.

On motion by Fedler, seconded by Stoops, the Board voted by way of roll call vote to approve Resolution 22-29 as follows and to authorize the Chairperson to sign Resolution 22-29 on behalf of the Board.

**RESOLUTION 22-29
ADJUSTMENT TO FY22 BUDGET APPROPRIATIONS**

BE IT RESOLVED by the Board of Supervisors of Washington County, Iowa, that the following adjustments of appropriations for the purpose of expending funds by the Board of Supervisors are approved:

<u>DEPARTMENT</u>	<u>FUND</u>	<u>SERVICE AREA</u>	<u>AMOUNT</u>
INCREASES:			
23 Public Health	0004	3000	4,500
REDUCTIONS:			
23 Public Health	0001	3000	4,500

On motion by Seward, seconded by Fedler, the Board voted to acknowledge, and authorize the Chairperson to sign, a personnel change request from the Sheriff for Jordan Farrier whose final day of employment occurred on March 28, 2022.

There was no comment from department heads.

At 10:05 a.m. on motion by Fedler, seconded by Young, the Board voted to adjourn.

ATTEST:
JUNE 28, 2022

RICHARD L. YOUNG, CHAIRPERSON
Washington County Board of Supervisors

DANIEL L. WIDMER
County Auditor