

BOARD OF SUPERVISORS

District 1 | **Kirsten Running-Marquardt**

District 2 | **Ben Rogers**

District 3 | **Louis J. Zumbach**

JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER

935 2ND ST. SW

CEDAR RAPIDS, IA 52404

PH: 319-892-5000

LinnCountyIowa.gov



**LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA**

Wednesday, March 29, 2023

10 a.m.

Formal Board Room—Jean Oxley Public Service Center
935 2nd St. SW, Cedar Rapids, IA

Call to Order

Pledge of Allegiance

Public Comment: Five Minute Limit per Speaker

This comment period is for the public to address topics on today's agenda.

Consent Agenda

Items listed on the consent agenda are routine and will be considered by one motion without individual discussion unless the Board removes an item for separate consideration.

Approve and authorize Chair to sign a Vacancy Form requesting an Accounting Analyst for the Treasurer's office.

Approve and authorize Chair to sign a Vacancy Form requesting 10 part-time Courthouse/Transport Security Officers for the Sheriff's office

Approve and authorize Chair to sign a Vacancy Form requesting an Elections Systems Administrator for the Auditor's Office.

Approve and authorize Chair to sign a Vacancy Form requesting a Harm Reduction Coordinator for Public Health

Approve and authorize Chair to sign a Vacancy Form requesting 3 temporary part-time Direct Support Staff for Community Services-Options department

Reports

Resolutions

Resolution to approve financial institutions as depositories for Linn County funds

Resolution to approve a Land Preservation Parcel Split for DB Broulik Addition, case JLPS22-0003.

Contract and Agreements

Authorize Chair to sign a Memorandum of Understanding (MOU) between the Mental Health/Disability Services of the East Central Region of Iowa and Linn County regarding reimbursement from MH/DS of the East Central Region for County Employees for the period of July 1, 2023 through June 30, 2024.

Approve purchase order PO455 for \$19,874.00 to DPT Mechanical LLC for fill replacement for the cooling tower at the Community Services Building.

Approve purchase order PO456 for \$14,988.49 to Siemens Industry, Inc for panic Buttons at the Harris Building

Approve Purchase Order PO457 for \$9,529.44 to HP, Inc. for computers for the Elections Department.

Approve Purchase Order PO458 for \$17,534.16 to HP, Inc. for computers for the Treasury Department.

Licenses & Permits

Approve Liquor License for Kernels Concessions – Prospect Meadows, 1850 Prospect Drive, noting all conditions have been met.

Regular Agenda

Discuss and Decide on Consent Agenda

Minutes

Discuss and decide on meeting minutes.

Claims

Discuss and decide on claims.

Discuss and decide on a Resolution Extending the Renewable Energy Overlay Rezoning Moratorium from 3/31/22 until 6/30/23.

Discuss Mount Simon Hub Update and Carbon Pipeline Consultation Zone

Discuss and decide on a Resolution of Support for Applications to the Department of Management Office of the Chief Information Officer's Broadband Intervention Zone Invitation to Qualify

Discuss and decide on a Resolution Approving the Contract and Performance and/or Payment Bonds for the Linn County Treasurer's Office Glazing and Millwork Project.

Discuss and decide on Linn County elected officials and elected officials' deputies' salary increases for Fiscal Year 2024.

Public hearing on SF 634, discuss and decide on SF 634 resolution, set public hearing on proposed budget, motion to publish proposed budget

Public Comment: Five Minute Limit per Speaker

This is an opportunity for the public to address the board on any subject pertaining to board business.

Payroll Authorizations

Discuss and decide on Employment Change Roster (payroll authorizations).

Legislative Update

Discuss and decide on action related to proposed legislation

Correspondence

Appointments

Adjournment

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncountyiowa.gov.



VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: _____

SELECT ONE:

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Accounting Analyst

DEPARTMENT: Treasurer

SHIFT/HOURS: 7:30 a.m. - 4:30 p.m.

NUMBER OF POSITIONS: 1

VACANCY DATE: 01/03/23

NEW POSITION FUNDING SOURCE(S):

Elimination of Universal Account Clerk;

differential paid from unfilled FTE timeframe

REASON TO ADD NEW POSITION (if applicable): **BUDGET OFFER**

GRANT FUNDING

OTHER: Budget & Finance recommendation

DURATION OF POSTING (must remain open a minimum of 10 days): 20

POSITION TYPE:

FULL-TIME **PART-TIME** ____ # of hours/week **TEMPORARY/SEASONAL**

ON-CALL/SUBSTITUTE **GRANT-FUNDED**

BARGAINING UNIT: Clerical Maintenance Para Professional Professional

Attorneys Conservation Sergeants PPME

NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY:

03/20/23

DEPARTMENT HEAD

DATE

By signing above, I acknowledge my understanding of the following about external job postings: Failure to make a good faith effort to begin the interview process within one month of receiving candidates' applications will result in HR charging the cost of advertising back to the department.

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: _____ **STARTING SALARY:** _____

HR DIRECTOR COMMENTS: _____

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY:

3-20-23

HUMAN RESOURCES DIRECTOR

DATE

APPROVED BY:

3/21/23

FINANCE/BUDGET DIRECTOR

DATE

APPROVED BY: _____

CHAIRPERSON/BOARD OF SUPERVISORS

DATE



VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: _____

SELECT ONE:

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Courthouse/Transport Security Officer - Part-Time

DEPARTMENT: Sheriff's Office

SHIFT/HOURS: Monday-Friday 0730-1630

NUMBER OF POSITIONS: 10

VACANCY DATE: 3/23/23

NEW POSITION FUNDING SOURCE(S):

REASON TO ADD NEW POSITION (if applicable): BUDGET OFFER

GRANT FUNDING

OTHER: _____

DURATION OF POSTING (must remain open a minimum of 10 days): _____

POSITION TYPE:

FULL-TIME PART-TIME ^{upto} 32 # of hours/week TEMPORARY/SEASONAL

ON-CALL/SUBSTITUTE GRANT-FUNDED

BARGAINING UNIT: Clerical Maintenance Para Professional Professional

Attorneys Conservation Sergeants PPME

NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: _____

3-23-23

DEPARTMENT HEAD (original signature required)

DATE

By signing above, I acknowledge my understanding of the following about external job postings: Failure to make a good faith effort to begin the interview process within one month of receiving candidates' applications will result in HR charging the cost of advertising back to the department.

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: _____ STARTING SALARY: _____

HR DIRECTOR COMMENTS: _____

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY: Lisa D. Powell

3-23-23

HUMAN RESOURCES DIRECTOR

DATE

APPROVED BY: Bearrows

3/24/23

FINANCE/BUDGET DIRECTOR

DATE

APPROVED BY: _____

CHAIRPERSON/BOARD OF SUPERVISORS

DATE



LINN COUNTY, IOWA -- Class Specification – PPME

**COURTHOUSE/TRANSPORT SECURITY OFFICE
Class No. 70-13**

**WAGE: \$25.14
Revised March 2023**

- Knowledge of and ability to follow standard operating procedures and policies manuals.
- Ability to analyze data and reach logical conclusions.
- Ability to successfully complete training requirements as defined by the Linn County Sheriff's Office and the Iowa Administrative Code.
- Ability to participate in physical restraint of hostile, aggressive, or combative inmates.
- Ability to work a variety of hours on short notice.
- Ability to deal effectively with co-workers and inmates under stressful and/or difficult conditions.
- Ability to operate standard and specialized equipment.

Minimum Training and Experience

- High school diploma or equivalent required.
- Must be at least 18 years of age.
- Iowa Law Enforcement Academy certification preferred, but not required.

Special Requirements

Must pass a County physical examination which includes a drug test and psychological testing (MMPI) after offer of employment. Must pass a criminal background check after offer of employment. Polygraph exam will be administered after offer of employment. Valid State of Iowa Driver's License required. Ability to obtain and/or maintain certification in the following areas: CPR, Weapons, Jail Procedures, and Medication Dispensing. Ability to successfully complete Linn County Sheriff's Office firearms qualification course. Regular work attendance required. Must remain awake and aware of surroundings at all times. Voluntary overtime may be offered; but there will be times staff will be required to work until their assigned duties are complete.



VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: Mark Wilson (Elections Technician)

SELECT ONE:

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Election Systems Administrator

DEPARTMENT: Auditor - Elections

SHIFT/HOURS: 40

NUMBER OF POSITIONS: One

VACANCY DATE: 3/22/2023

NEW POSITION FUNDING SOURCE(S):

Elections Technician plus \$31,000 from contract labor.

REASON TO ADD NEW POSITION (if applicable):

BUDGET OFFER

GRANT FUNDING

OTHER: _____

DURATION OF POSTING (must remain open a minimum of 10 days): 10 days minimum - until filled

POSITION TYPE:

FULL-TIME PART-TIME ____# of hours/week TEMPORARY/SEASONAL

ON-CALL/SUBSTITUTE GRANT-FUNDED

BARGAINING UNIT: Clerical Maintenance Para Professional Professional

Attorneys Conservation Sergeants PPME

NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: _____

DEPARTMENT HEAD

21 MARCH 2023

DATE

By signing above, I acknowledge my understanding of the following about external job postings: Failure to make a good faith effort to begin the interview process within one month of receiving candidates' applications will result in HR charging the cost of advertising back to the department.

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: _____ STARTING SALARY: _____

HR DIRECTOR COMMENTS: _____

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY: _____

HUMAN RESOURCES DIRECTOR

3-22-23

DATE

APPROVED BY: _____

FINANCE/BUDGET DIRECTOR

3/22/23

DATE

APPROVED BY: _____

CHAIRPERSON/BOARD OF SUPERVISORS

DATE

VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: _____

SELECT ONE:

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Harm Reduction Coordinator

DEPARTMENT: Public Health

SHIFT/HOURS: 8-4:30 Monday thru Friday

NUMBER OF POSITIONS: 1

VACANCY DATE: ASAP

NEW POSITION FUNDING SOURCE(S):

REASON TO ADD NEW POSITION (if

This is an amendment to our Integrated Testing Services

applicable): BUDGET OFFER

Grant. This is a federal pass-through from the

GRANT FUNDING

CDC to the state to the county

OTHER: _____

DURATION OF POSTING (must remain open a minimum of 10 days): minimum 10 days

POSITION TYPE:

FULL-TIME PART-TIME ____# of hours/week TEMPORARY/SEASONAL

ON-CALL/SUBSTITUTE GRANT-FUNDED

BARGAINING UNIT: Clerical Maintenance Para Professional Professional

Attorneys Conservation Sergeants PPME

NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: Pramod Dwivedi
DEPARTMENT HEAD

Pramod Dwivedi
cn=Pramod Dwivedi, o=Linn County Public Health,
ou=Health Director, email=health@linncounty.org, c=US
2023.03.21 13:20:38 -05'00'

3/21/2023
DATE

By signing above, I acknowledge my understanding of the following about external job postings: Failure to make a good faith effort to begin the interview process within one month of receiving candidates' applications will result in HR charging the cost of advertising back to the department.

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: _____ **STARTING SALARY:** _____

HR DIRECTOR COMMENTS: _____

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY: Lisa D Powell
HUMAN RESOURCES DIRECTOR

3-21-23
DATE

APPROVED BY: Barrows
FINANCE/BUDGET DIRECTOR

3/22/23
DATE

APPROVED BY: _____
CHAIRPERSON/BOARD OF SUPERVISORS

DATE



VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: Part Time Temp position - Summer

SELECT ONE:

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: Direct Support Staff

DEPARTMENT: LCCS - Options 3230

SHIFT/HOURS: 8:30-3:30 pm M-F

NUMBER OF POSITIONS: 3

VACANCY DATE: May 1st, 2023

NEW POSITION FUNDING SOURCE(S):

Costs are reimbursed by Medicaid reimbursements

REASON TO ADD NEW POSITION (if applicable): BUDGET OFFER

GRANT FUNDING

OTHER: _____

DURATION OF POSTING (must remain open a minimum of 10 days): 10 days

POSITION TYPE:

FULL-TIME

PART-TIME 35 # of hours/week

TEMPORARY/SEASONAL

ON-CALL/SUBSTITUTE

GRANT-FUNDED

BARGAINING UNIT: Clerical

Maintenance

Para Professional

Professional

Attorneys

Conservation

Sergeants

PPME

NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: _____

3/22/23

DEPARTMENT HEAD

DATE

By signing above, I acknowledge my understanding of the following about external job postings: Failure to make a good faith effort to begin the interview process within one month of receiving candidates' applications will result in HR charging the cost of advertising back to the department.

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: _____ STARTING SALARY: _____

HR DIRECTOR COMMENTS: _____

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY: _____

3-23-23

HUMAN RESOURCES DIRECTOR

DATE

APPROVED BY: _____

3/24/23

FINANCE/BUDGET DIRECTOR

DATE

APPROVED BY: _____

CHAIRPERSON/BOARD OF SUPERVISORS

DATE

RESOLUTION NO. 2023 - 2 -

A RESOLUTION APPROVING FINANCIAL INSTITUTIONS AS DEPOSITORIES FOR LINN COUNTY FUNDS

WHEREAS, Iowa Code Section 12C.2 states, "The approval of a financial institution as a depository of public funds for a public body shall be by written resolution or order that shall be entered of record in the minutes of the approving board, and that shall distinctly name each depository approved, and specify the maximum amount that may be kept on deposit in each depository."

BE IT THEREFORE RESOLVED by the Linn County Board of Supervisors that pursuant to all applicable provisions of Iowa Code Chapter 12C, the financial institutions listed below are approved as depositories for Linn County, Iowa public funds for the deposit limit specified for each respective financial institution.

<u>Depository Name</u>	<u>Home Office Location</u>	<u>Deposit Limit</u>
Bankers Trust	Cedar Rapids, Iowa	\$200,000,000
Banklowa	Independence, Iowa	\$ 30,000,000
Bridge Community	Mechanicsville, Iowa	\$ 1,500,000
Cedar Rapids Bank and Trust	Bettendorf, Iowa	\$ 10,000,000
Central State Bank	Elkader, Iowa	\$ 7,500,000
Community Savings Bank	Edgewood, Iowa	\$ 10,000,000
Exchange State Bank	Springville, Iowa	\$ 1,500,000
Fairfax Savings Bank	Fairfax, Iowa	\$ 1,500,000
Farmers and Merchants Savings	Manchester, Iowa	\$ 15,000,000
Farmers State Bank	Marion, Iowa	\$ 15,000,000
GreenState Credit Union	North Liberty, Iowa	\$ 25,000,000
Heartland Bank and Trust Company	Central City, Iowa	\$ 7,500,000
Hiawatha Bank and Trust	Hiawatha, Iowa	\$ 4,500,000
Hills Bank and Trust	Lisbon, Iowa	\$ 25,000,000
Iowa Public Agency Investment Trust (IPAIT)	Des Moines, Iowa	\$ 5,000,000
Kerndt Brothers Bank	Cedar Rapids, Iowa	\$ 5,000,000
Linn Area Credit Union	Cedar Rapids, Iowa	\$ 10,000,000
Mount Vernon Bank and Trust	Mount Vernon, Iowa	\$ 3,000,000
Ohnward Bank	Cascade, Iowa	\$ 1,500,000
Security State Bank	Springville, Iowa	\$ 1,500,000
Solon State Bank	Solon, Iowa	\$ 1,500,000

<u>Depository Name</u>	<u>Home Office Location</u>	<u>Deposit Limit</u>
US Bank	Des Moines, Iowa	\$200,000,000

BE IT FURTHER RESOLVED Linn County officials are hereby authorized to deposit Linn County funds in amounts not to exceed the deposit limit as listed above for each respective financial institution.

PASSED AND APPROVED this _____ day of March, 2023.

LINN COUNTY BOARD OF SUPERVISORS

Louis J. Zumbach, Chair

Ben Rogers, Vice Chair

Kirsten Running-Marquardt, Supervisor

ATTEST:

Joel Miller, Linn County Auditor

I, Joel Miller, Linn County Auditor, certify that at a regular meeting of the Linn County Board of Supervisors the foregoing resolution was duly adopted by a vote of:

_____Aye _____Nay _____ Abstain and _____Absent from Voting.

Joel Miller, Linn County Auditor

LINN COUNTY BOARD OF SUPERVISORS

RESOLUTION # _____

APPROVING A LAND PRESERVATION PARCEL SPLIT

WHEREAS, a Land Preservation Parcel Split of DB Broulik Addition (Case # JLPS22-0003) to Linn County, Iowa, containing three (3) lots, numbered lot 1, lettered lot A and outlot A, has been filed for approval, a subdivision of real estate located in the SENW of Section 21, Township 83 North, Range 5 West of the 5th P.M., Linn County, Iowa, described as follows:

Parcel A, Plat of Survey #403 as recorded in Book 3335, Page 527 of the records of the Linn County, Iowa Recorder on May 22, 1996, being a part of the E ½ NW ¼ and the W ½ NE ¼, both in Section 21-83-5, Linn County, Iowa.

WHEREAS, said plat is accompanied by a certificate acknowledging that said subdivision is by, and with the free consent of the proprietors, and is accompanied by a certificate dedicating certain property to the public, as shown on the plat; and

WHEREAS, said plat and its attachments thereto have been found to conform to the requirements of the comprehensive plan and the subdivision ordinance; and the requirements of other ordinances and state laws governing such plats; and

WHEREAS the following conditions as listed on the Planning and Development Staff Report of September 21, 2022, as last amended on October 17, 2022, have been addressed:

LINN COUNTY SECONDARY ROAD DEPARTMENT

1. Entrance permit required for new entrances and existing unpermitted entrances, Sec.11 and the Unified Development Code, Article IV, Sec. 107-72 § 2 (h)(5). All approved entrances shall be brought into conformance with County standards. One entrance per parcel is allowed. An additional access may be allowed with justification and permit.
2. Road agreement for conditions applicable to Parcel Split cases. County Standard Specifications, Section 1.

IOWA DEPARTMENT OF TRANSPORTATION

1. Not within the jurisdiction of the Iowa Department of Transportation.

LINN COUNTY PUBLIC HEALTH DEPARTMENT

1. Existing sewage disposal system must have one of the following completed: If the property ownership is being transferred and does not qualify for one of the DNR exemptions, a Time of Transfer inspection must be performed by a certified septic contractor. The report must be submitted to this department. If the property is not transferring ownership, the septic must be reviewed by certified septic contractor for compliance with Linn County Code of Ordinances Chapter 10, Article VI Private Sewage Disposal Systems.

NATURAL RESOURCES CONSERVATION SERVICE

No conditions to be met.

LINN COUNTY CONSERVATION DEPARTMENT

No conditions to be met.

LINN COUNTY EMERGENCY MANAGEMENT

No conditions to be met.

LINN COUNTY PLANNING AND DEVELOPMENT – ZONING DIVISION

1. An accessory structure was constructed on the parent parcel without building permits or an Agricultural Exemption. This accessory structure must either have a building permit issued or Agricultural Exemption prior to recording of the final plat.
2. All side and rear yard setbacks must be met for all structures involved in this proposal.
3. Various revisions to the site plan and final plat.
4. Prior to approval of the final plat, the owner must sign an “Acceptance of Conditions” form. The “Acceptance of Conditions” form states that the owner understands and agrees to comply with the agreed upon conditions as stated in the staff report.
5. Approval of utility and drainage easements by the appropriate companies with all easements marked on the final plat bound copies.
6. Outlot A will require a Land Preservation Parcel Split deed restriction. As a part of the final plat, the lot will be non-buildable until brought into conformance with the Linn County UDC and will require the note: “This parcel may only be developed in accordance with all development regulations in effect at the time development is proposed” on the plat.
7. The proposed subdivision name and proposed names of all roads, streets and lanes shall be submitted for review and approval by the Linn County Auditor’s office prior to approval of the final plat.
8. Septic easement agreement to be recorded with the plat bound documents.
9. One original and 1 complete copy of the final plat bound documents that must include the following:
 - (i) Owner’s certificate and dedication certificate executed in the form provided by the laws of Iowa, dedicating to Linn County title to all property intended for public use, including public roads
 - (ii) Title opinion and a consent to plat signed by the mortgage holder if there is a mortgage or encumbrance on the property as well as a release of all streets, easements, or other areas to be conveyed or dedicated to local government units within which the land is located
 - (iii) Surveyor’s certificate
 - (iv) Auditor’s certificate
 - (v) Resolution of the Planning and Zoning Commission
 - (vi) Resolution of the Board of Supervisors
 - (vii) Resolution of approval or waiver of review by applicable municipalities
 - (viii) Treasurer’s certificate
 - (ix) Agricultural Land Use Notification. The landowner shall ensure that such notification shall be attached to the deed and shall become a separate entry on the abstract of title for all the property that is subject of the permit or development as per Article V, Section 107-91, § (h) of the Unified Development Code.
 - (x) Restrictive covenants or deed restrictions, as separate instruments, not combined with any other instrument
 - (xi) Ten original signed plat drawings
 - (xii) A covenant for a secondary road assessment
10. Final plat bound copies must be approved by the Linn County Board of Supervisors on or before **OCTOBER 17, 2023**, as per Article IV, Section 107-72, § (1)(g), and shall be recorded within 1 year of that approval, as per Article IV, Section 107-72, § (2)(f), of the Unified Development Code.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat is hereby approved. The Board of Supervisors and County Engineer are hereby authorized to enter approval upon the final plat resolution. The Board of Supervisors' Chairperson is also hereby authorized to sign said plat which executes an acceptance of dedication of property to the public, as shown on said plat.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat and plat proceedings shall not be changed or altered in any way, without the approval of the Linn County Board of Supervisors. Said plat and plat proceedings shall be recorded by March 29, 2024, be valid.

Passed and approved this 29th day of March 2023

Linn County Board of Supervisors

Chair

Vice Chair

Supervisor

Aye:

Nay:

Abstain:

Absent:

Attest:

Joel Miller, Linn County Auditor

Linn County Board of Supervisors

Resolution # _____

March 29, 2023

JLPS22-0003

Page 4 of 4

Linn County Engineer

Brad Ketels, Engineer

State of Iowa)
) SS
County of Linn)

I, Joel Miller, County Auditor of Linn County, Iowa, hereby certify that at a regular meeting of the said Board of Supervisors, the foregoing resolution was duly adopted by a vote of:

___ Aye ___ Nay ___ Abstain ___ Absent

Joel Miller

Subscribed and sworn to before me by the aforesaid Joel Miller, _____,

on this _____ day of _____, 2023.

Notary Public State of Iowa

**MEMORANDUM OF UNDERSTANDING
REGARDING REIMBURSEMENT FROM MH/DS OF THE
EAST CENTRAL REGION FOR COUNTY EMPLOYEES**

1. COME NOW the Linn County Board of Supervisors (hereinafter “the County Board”) and the Governing Board of the Mental Health/Disability Services of the East Central Region of Iowa (hereinafter “the Governing Board”) indicate their mutual understanding of the following:
2. Linn County is a member county in and the County Board is a signatory to a 28E Agreement for Mental Health/Disability Services for the East Central Region.
3. The purpose of this Memorandum of Understanding is to establish an entity to provide local access to mental health and disability services for children and adults and to engage in any other related activity in which an Iowa 28E organization may lawfully be engaged, all in compliance with Senate File 2315, Division IV, Section 32, as signed into law on May 25, 2012.
4. The 28E Agreement contemplates that the Region’s Chief Executive Officer, Coordinators of Disability Services, and all support staff will be made up of and will remain employees of the individual member counties and shall be subject to the county’s personnel policies and the region’s applicable policies and procedures.
5. The county’s assignment of the employee to the region is subject to the review of the Governing Board.
6. Pursuant to the 28E Agreement, the portion of the employee’s time and responsibilities that are performed on behalf of the region, the region has the authority to review the employee’s performance and make recommendations that are communicated to the county board of supervisors regarding the employee’s continued appointment by the Governing Board.
7. In so doing, the 28E Agreement requires that there will be statements of understanding between the Governing Board and the individual county Boards of Supervisors that identify the individual employee, the position to be filled, and the portion of the employee’s wages and benefits that will be reimbursed to the county from regional funds.

8. In the event one of the specific employees listed leaves, for whatever reason, her or his employment with Linn County and a new employee is hired to fill that vacant position, the County Board's representative on the Region's Governing Board shall provide the Governing Board with an updated Exhibit A. The Governing Board shall reimburse the member county for the time an employee spends fulfilling regional functions as defined in Exhibit A. Reimbursement shall include the employee's base salary, benefits, applicable payroll deductions, occupancy expenses, and identified administrative expenses. Each member county agrees to provide the employee with sufficient office space, equipment, supplies and telephone to conduct employee's region responsibilities while working within the member county, which will be reimbursed by the region. The Governing Board shall reimburse the member county for all travel expenses incurred while an employee performs regional work. Reimbursements shall be reviewed annually or as needed when changes to a member county's expenses occur.
9. The Region shall issue funds to each member county for one fourth of the member county's MH/DS combined payroll and occupancy budgeted expenses as identified above by the latest practical claims date before the beginning of the new quarter (July, October, January, and April) in order to ensure that the county receives adequate funds to cover the quarterly administrative expenses.
10. If a county has higher expenditures during a quarter that exceed the quarterly payment, a request for reimbursement will be sent to the region to be considered at the next Regional Governing Board meeting. If a member county expects lower expenditures in any given quarter, the county should notify the region. Adjustments to a county's quarterly distribution will be completed in the fourth quarter, as necessary.
11. Member counties will submit a quarterly report of expenditures to the region for reconciliation purposes. The quarterly report will not impact the next quarterly distribution.
12. The member county is responsible for tracking each employee's time when conducting regional work. The member county must conduct a time study semi-annually, at a minimum, supporting the amount that is reimbursed by the region.

13. This agreement shall be effective for the time period of July 1, 2023 through June 30, 2024. The Governing Board may vote to extend or amend this MOU for FY 25 and beyond.

14. Any disagreements in reimbursement amounts shall be discussed and rectified between the Governing Board and County Board of Supervisors in the same manner disputes are resolved under Section 4.7 of the regional 28E Agreement.

LINN COUNTY
BOARD OF SUPERVISORS

GOVERNING BOARD OF THE MENTAL
HEALTH/DISABILITY SERVICES
OF THE EAST CENTRAL REGION
OF IOWA

By: _____

By: _____

Linn County Chairperson

Dewey Hildebrandt, Chairperson

Signed the ____ day of _____, 2023.

Signed the ____ day of _____, 2023.

Attest: _____
Linn County Auditor

**EXHIBIT A
LINN COUNTY EMPLOYEES**

The region intends to employ or contract for staff for the following functions and responsibilities with the following rates:

Employee Name	Position	% of Wages/Benefits to be Appropriated to Region
Jody Bridgewater	Access Coordinator	100%
Cecilia McCrea	Regional Social Worker	100%
Sarah Montgomery	Income Maintenance Worker – Intake	100%
Rita Burrell	Income Maintenance Worker – Intake	100%
Tina Cottrell	Income Maintenance Worker – Intake	100%
Amy Weaver	Mental Health Advocate	100%

By: _____
Linn County Chairperson

By: _____
Dewey Hildebrandt, ECR Board Chair

Date: _____

Date: _____

**EXHIBIT B
MENTAL HEALTH ADVOCATE RESPONSIBILITIES**

Advocate Name	Amy Weaver
County (ies) Served	Linn County

In an effort to standardize the advocacy work of court-appointed mental health advocates across the Region, the Linn County Supervisors and Regional Governing Board agree to the following responsibilities:

- Complete all duties outlined in Iowa Code 229.19
- Complete HIPAA training annually and submit ECR verification form
- Complete mandatory reporter training every 3 years and submit certificate
- Enter or update newly assigned individuals (or individuals not previously entered) into CSN, including date of birth, sex, ethnicity, education, and diagnosis
- In CSN, assign self as advocate, enter initial commitment, type of order, date of commitment, and name of treatment facility per IAC 441-25.103
- Secure CSN release for all clients. If unable to secure release, attempts must be documented
- Ensure timely updates regarding commitment information in CSN that reflects changes in treatment facility and termination of commitments
- Maintain an organized, confidential and secure file for each individual serviced. This file may be a combination of physical documents and the CSN record
- Follow IAC 441-25.104 regarding frequency of contacts and document in CSN
- By the 15th of each month, submit list of clients, including CSN number, for whom there was a contact in the previous month. This should not include the entire caseload. If desired, advocate may pull this report from CSN.
- Participate in the Region's quality assurance process as delineated in IAC 441-25.107

By: _____
Linn County Chairperson

By: _____
Dewey Hildebrandt, ECR Board Chair

Date: _____

Date: _____

RESOLUTION 2023 – –

A RESOLUTION EXTENDING THE MORATORIUM ON ACCEPTING REZONING APPLICATIONS FOR THE RENEWABLE ENERGY OVERLAY DISTRICT IN ACCORDANCE WITH PROVISIONS IN LINN COUNTY CODE OF ORDINANCES CHAPTER 107, ARTICLE VII

WHEREAS, the Linn County Board of Supervisors (“Board”) on October 12, 2022, duly adopted Ordinance No. 17-10-2022 entitled, “An Ordinance Amending the Code of Ordinances, Linn County, Iowa by Amending Provisions in Chapter 107, Article VII Relating to the Enactment of a Moratorium on Accepting Rezoning Applications for the Renewable Energy Overlay District” (“Moratorium Ordinance”); and

WHEREAS, the passage and publication of the Moratorium Ordinance as prescribed by Iowa Code enacted a new subsection 107-149(h)(1) in the Linn County Code of Ordinances that states, “The County shall not approve any request to rezone property to the Renewable Energy Overlay District for a period or periods as described in Sections 107-149(h)(2) while the Board of Supervisors reviews and possibly revises language in this chapter related to utility-scale solar and wind installations;” and

WHEREAS, the passage and publication of the Moratorium Ordinance as prescribed by Iowa Code further enacted a new subsection 107-149(h)(2)(a) that stipulates that Subsection 107-149(h) shall be repealed automatically on December 31, 2022, unless extended before that date by Resolution of the Board of Supervisors until no later than March 31, 2023; and

WHEREAS, upon the request and recommendation of the Linn County Planning and Development Director, the Board finds and determines that it is necessary, desirable, and in the best interests of Linn County to extend the moratorium deadline of March 31, 2023, as established by Linn County Code of Ordinances Section 107-149(h)(2)(a), to provide for additional time for the review and possible revisions of language in Linn County Code of Ordinances Chapter 107 related to utility-scale solar and wind installations.

NOW, THEREFORE, THE LINN COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES that the moratorium on requests to rezone property to the Renewable Energy Overlay District, as established by Linn County Code of Ordinances Section 107-174(h)(2)(a), is extended from March 31, 2023, until June 30, 2023, unless extended before that date by Resolution of the Board of Supervisors.

PASSED AND APPROVED this day of , 2023.

LINN COUNTY BOARD OF SUPERVISORS

Louis J. Zumbach, Chair

Ben Rogers, Supervisor

Kirsten Running-Marquardt, Supervisor

ATTEST:

Joel D. Miller, Linn County Auditor

I, Joel D. Miller, Linn County Auditor, hereby certify that the Linn County Board of Supervisors duly adopted the foregoing resolution at a regular meeting by a vote of: ____ aye, ____ nay, and ____ abstained from voting.

Joel D. Miller, Linn County Auditor

State of Iowa
County of Linn

This instrument was acknowledged before me on the _____ day of _____, 2023, by Joel D. Miller as Linn County Auditor.

Notary Public, State of Iowa

RESOLUTION 2023 – 3 –

A RESOLUTION OF SUPPORT FOR APPLICATIONS TO THE DEPARTMENT OF MANAGEMENT,
OFFICE OF THE CHIEF INFORMATION OFFICER'S
BROADBAND INTERVENTION ZONE INVITATION TO QUALIFY

WHEREAS, on March 1, 2023, the Department of Management, Office of the Chief Information Officer ("OCIO") announced the opening of the Application Acceptance Window for Broadband Intervention Zones Invitation to Qualify #001; and

WHEREAS, although the Invitation to Qualify ("ITQ") is not a grant opportunity, it is a way for communities to demonstrate the need for high-speed internet by identifying impediments to work, education, health monitoring, and other activities and to designate unserved or underserved geographic areas of concern as Broadband Intervention Zones; and

WHEREAS, responding to the ITQ is a way for communities to qualify for future grant funding by proposing Broadband Intervention Zones that should receive broadband grant funding and for decision makers to prioritize future funding for those designated Broadband Intervention Zones; and

WHEREAS, high-speed internet is an essential infrastructure system that connects all Linn County residents to businesses, schools, medical facilities, and other institutions where they live, work, learn, and play; and

WHEREAS, Linn County officials recognize that closing the digital divide between people who have access to high-speed internet and those who do not is invaluable and will provide long-term and far-reaching community benefits that include the ability to engage fully in the digital economy, access educational and medical services, expand economic opportunities, and bridge the economic divide; and

WHEREAS, Linn County officials and the OCIO have identified areas geographic areas of concern in the County where residents, businesses, and institutions are unserved or underserved by broadband; and

WHEREAS, Linn County officials believe it is in the best interest of Linn County residents to support applications to the ITQ and subsequent grant funding applications.

BE IT THEREFORE RESOLVED the Linn County Board of Supervisors hereby endorses applications to the OCIO's ITQ for Broadband Intervention Zones within the County.

BE IT FURTHER RESOLVED, Linn County will provide technical assistance for ITQ applications when available and needed and will waive right-of-way permit fees for broadband providers working in a Broadband Intervention Zone.

PASSED AND APPROVED this _____ day of March 2023.

LINN COUNTY BOARD OF SUPERVISORS

Louis J. Zumbach, Chair

Ben Rogers, Vice Chair

Kirsten Running-Marquardt, Supervisor

ATTEST:

Joel Miller, Linn County Auditor

I, Joel Miller, Linn County Auditor, certify that at a regular meeting of the Linn County Board of Supervisors, the foregoing resolution was duly adopted by a vote of:

_____Aye _____Nay _____ Abstain and _____Absent from Voting.

Joel Miller, Linn County Auditor

RESOLUTION NO. 2023 – 3 –

A RESOLUTION APPROVING THE CONTRACT AND PERFORMANCE AND/OR PAYMENT BONDS FOR THE LINN COUNTY TREASURER’S OFFICE GLAZING AND MILLWORK PROJECT

WHEREAS, the Linn County Board of Supervisors (“Board”) on March 22, 2023 awarded a contract for the “Linn County Treasurer’s Office Glazing and Millwork Project” (“Project”), to Unzeitig Construction Co. (“Contractor”) and fixed the amount of the performance and/or payment bonds required for the Project; and,

WHEREAS, the contract for the Project is duly signed by the Contractor, and the contract appears to be in proper form; and,

WHEREAS, the Contractor filed satisfactory performance and/or payment bonds in the amount fixed by the Board.

BE IT THEREFORE RESOLVED that the Board hereby approves the aforementioned contract and performance and/or payment bonds, authorizes the Board chairperson to execute said contract, and declares the contract and performance and/or payment bonds binding upon the parties thereto.

PASSED AND APPROVED this 29th day of March 2023.

LINN COUNTY BOARD OF SUPERVISORS

Louis J. Zumbach, Chair

Ben Rogers, Vice Chair

Kirsten Running Marquardt, Supervisor Aye: _____ Nay: _____ Abstain: _____

ATTEST:

Joel Miller, Linn County Auditor

RESOLUTION NO. 2023-03-

**A RESOLUTION APPROVING FISCAL YEAR 2024
MAXIMUM PROPERTY TAX DOLLARS**

WHEREAS, the Linn County Board of Supervisors have considered the proposed fiscal year 2024 county maximum property tax dollars for both General County Services and Rural County Services; and,

WHEREAS, a notice concerning the proposed county maximum property tax dollars was published as required and posted on the county web site and/or social media accounts; and,

WHEREAS, a public hearing concerning the proposed county maximum property tax dollars was held on March 29, 2023,

NOW, BE IT THEREFORE RESOLVED by the Linn County Board of Supervisors that the maximum property tax dollars for General County Services and Rural County Services for fiscal year 2024 shall not exceed the following:

General County Services	\$ 70,206,052
Rural County Services	\$ 4,875,270

The maximum property tax dollars requested in either General County Services or Rural County Services for fiscal year 2024 represents an increase of more than 102% from the maximum property tax dollars requested for fiscal year 2023.

PASSED AND APPROVED this _____ day of March 2023.

LINN COUNTY BOARD OF SUPERVISORS

Louis Zumbach, Chair

Kirsten Running-Marquardt, Supervisor

Ben Rogers, Vice Chair

ATTEST:

Joel Miller, Linn County Auditor

I, Joel Miller, Linn County Auditor, certify that at a regular meeting of the Linn County Board of Supervisors duly adopted the foregoing resolution by a vote of

_____Aye _____Nay _____ Abstain and _____Absent from Voting.

Joel Miller, Linn County Auditor