

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
WEDNESDAY, JUNE 22, 2022 11:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.
Present: Chairperson Rogers, Vice Chairperson Zumbach and Supervisor Walker. Board members voting "AYE" unless otherwise noted.

Chairperson Rogers called the meeting to order and led the Pledge of Allegiance.

Public Comment: Kelly Merta, 4194 Quail Ridge Rd., Center Point, asked for clarification on Policies & Procedures FM-002: Code of Ethics. She referred to comments made by the Board on June 1 after being questioned about Board job descriptions and Code of Ethics.

Motion by Rogers, seconded by Walker to amend Consent Agenda to change the following wording from: Approve Amended CA Approve and authorize Chair to sign a renewal contract between Linn County and Imam Taha Tawil for Islamic Services and Consultations for Muslim inmates at the Correctional Center in the amount of \$7,600 annually to: Approve Invoice #062022 for Islamic Services and Consultations in the amount of \$7,500.00 for the Linn County Correctional.

Motion by Rogers, seconded by Walker to approve Amended Consent Agenda as follows:

Resolution 2022-6-100

A Resolution approving a three lot final plat to be named Ammeter Addition
The following description is a summary of Resolution No.2022-6-100 as passed and approved by Linn County Board of Supervisors, effective June 22, 2022.

Ammeter Addition (Case # JF22-0018) to Linn County, Iowa, containing three (3) lots, numbered lot 1, lot 2 and lettered lot A, a subdivision of real estate located in the NWNW of Section 13, Township 84 North, Range 5 West of the 5th P.M., Linn County, Iowa, described as follows: Lot 2 of Kittrell's First Addition in accordance with the plat thereof recorded in Book 2009, Page 200 of the Records of the Linn County Recorder's Office. Said Ammeter Addition contains 6.88 Acres, and is subject to easements and restrictions of record.

The full text of the Resolution may be inspected in the Linn County Auditor's Office located at 935 Second Street SW, Cedar Rapids, Iowa, during regular business hours, 8:00 a.m. to 4:30 p.m. Monday through Friday or on the Linn County website at www.linncountyiowa.gov.

Approve and authorize Chair to sign a Statement of Agreement between Linn County and the Abbe Center to provide skilled mental health services for the inmates of the Linn County Jail effective July 1, 2022 through June 30, 2023 with a cost of \$36,360.

Approve and authorize Chair to sign an agreement with the IDOT for Linn County to accept ownership, jurisdiction and maintenance of roads affected by IDOT grading project on Iowa 100 from U.S.30 to north of relocated 16th Ave SW.

Approve and authorize Chair to sign an audit engagement letter with Eide Bailly for fiscal year 2022, at a fee not to exceed \$65,500.

Approve and authorize Chair to sign a Lease Agreement between Linn County and Foundation 2, Inc. for 232 square feet of space, more or less, at the Linn County Mental Health Access Center for the period of July 1, 2022 through June 30, 2023 in the amount of \$3,789.00

Approve and authorize Chair to sign an American Rescue Plan Act (ARPA) Subaward Agreement between Linn County and the City of Hiawatha for Robins Road Water & Stormwater Infrastructure Upgrades in the amount of \$266,500.00.

Approve and authorize Chair to sign a revised American Rescue Plan Act (ARPA) Subaward Agreement between Linn County and the NewBo City Market for Expanding the Hatchery for Entrepreneurship Equity in the amount of \$100,000.00.

Approve and authorize Chair to sign an American Rescue Plan Act (ARPA) Subaward Agreement between Linn County and the City of Prairieburg for Sewer Cleaning and Televising & Manhole Grouting in the amount of \$28,000.00.

Approve and authorize Chair to sign an American Rescue Plan Act (ARPA) Subaward Agreement between Linn County and the City of Walker for Replacement of Water Main on Greene Street in the amount of \$1,000,000.00.

Approve and authorize Chair to sign Adopt-A-Roadside Application for Deborah Montezano and Alex Dolan to maintain enhancement plantings at 2649 and 2801 Indian Hill Road

Approve purchase order #P0320 for \$5,050.00 to Architectural Repair, Inc. for the replacement of windows in the Human Resources Department at the Public Service Center.

Approve Cigarette Application for Whittier Market located at 1002 County Home Rd., noting all conditions have been met.

Motion by Rogers, seconded by Walker to approve minutes of June 14 & 15, 2022 as printed.

Motion by Rogers, seconded by Walker to approve Claims for AP checks #71007391 - #71007446 in the amt. of \$153,100.78 and AP ACH in the amt. of \$1,002,822.18 for a total of \$1,155,922.96; and voids in the amt. of \$265.00.

Steve Estenson, Risk Manager, presented a Vacancy Form requesting an Administrative Assistant I (Confidential employee) to replace his retiring Secretary. He noted that HR is still working on the job description.

Motion by Rogers, seconded by Walker to approve Vacancy Form requesting an Administrative Assistant I (Confidential employee).

Sonia Evans, Budget & Finance Sr. Accountant, presented updated Financial Policies & Procedures noting that most had no changes or had simplified language added.

Dawn Jindrich, Finance Dir., clarified that the Code of Ethics is something that applies to every county employee, there was no change in the wording and has been in place for 15-20 years. Federal grants required this policy. It is in Annual Employee Handbooks that are distributed by Human Resources with an acknowledgement submitted by employees.

Motion by Rogers, seconded by Walker to approve the following updated Financial Policies & Procedures:

FM-001 Financial Management Document Development
FM-002 Code of Ethics
FM-003 Conflict of Interest
FM-004 Whistleblower Protection
FM-PR-004 Whistleblower Protection Procedure
FM-005 Reporting and Investigations of Fraud or Financial Misconduct
FM-PR-005 Procedures for Reporting and Investigations of Fraud or Financial Misconduct
FM-022 Petty Cash Policy
FM-047 Non-Capital Asset Policy
FM - 002 Code of Ethics was asked for clarification during Pac.

Matt Warfield, Deputy Auditor, presented the results of the recount board of the June 07, 2022 Primary Election for Republican nomination State Senator District 42 as submitted by the Recount Board. Benton County is also conducting a recount and the Secretary of State will declare the winner. The Board Re-Canvassed the recount results.

Motion by Rogers, seconded by Walker to approve Employment Change Roster (payroll authorizations) as follows:

RECORDER'S OFFICE

Clerical Specialist Melaine Kelley Step increase/contract 06/14/22 55B \$20.44 – 55C \$21.51
Clerical Specialist Melaine Kelley Termination/resignation 06/29/22

TREASURER'S OFFICE

Universal Clerk Laura Ziskovsky Termination/resignation 06/14/22
Universal Clerk Michaela Kelly Step increase/contract 06/28/22 56B \$22.01 – 56C \$23.26
Universal Clerk Veronica Lujan Transfer to Planning & Development 07/08/22

COUNTY ATTORNEY'S OFFICE

Secretary Tammy Sayasit-Crosser Termination/retirement 07/29/22

PLANNING & DEVELOPMENT

Code Compliance Officer Veronica Lujan Transfer – internal applicant 07/09/22 56E \$26.42 – 57D \$27.08

FACILITIES

Custodian Balleria Longstreet New hire – PT 06/27/22 10A \$17.61 + \$.25 20 hrs/wk Replaces J. Adoma

LIFTS

LIFTS Driver Rudy Rodriguez Step increase/contract 10/15/21 55D \$22.68 – 55E \$23.95

SHERIFF'S OFFICE

Deputy Sheriff Nicholas McClain Termination/resignation 06/24/22
Deputy Sheriff Scott Jones Step increase/contract 07/03/22 D4 \$35.29 – D5 \$36.65
Deputy Sheriff Tremaine Sideeq Step increase/contract 07/12/22 DB \$30.18 – D1 \$31.50
Deputy Sheriff Nicholas Williams Step increase/contract 07/12/22 DB \$30.18 – D1 \$31.50
Deputy Sheriff Caleb Bullard Step increase/contract 07/23/22 D3 \$34.01 – D4 \$35.29
Deputy Sheriff Patrick O'Hare Step increase/contract 07/23/22 D3 \$34.01 – D4 \$35.29
Deputy Sheriff Bradyn Miller Step increase/contract 07/27/22 D1 \$31.50 – D2 \$32.76
Deputy Sheriff Samuel Olson Step increase/contract 07/27/22 D1 \$31.50 – D2 \$32.76

FINANCE & BUDGET

Senior Accountant Sonia Evans Correction to wage from 12/06/21 roster 12/07/21 40A \$31.92 – 40B \$33.55

COMMUNITY SERVICES

Youth Worker Marissa Brandt Termination/resignation 06/30
0124X

JUVENILE DETENTION

Youth Counselor Tovarce Washington Termination 06/17/22 0125A OBJ: 1003
Youth Counselor Cortney Williams Step increase/contract 07/12/22 36B \$25.70 – 36C \$27.05
Cook Diane Stastny Step increase/contract 07/21/22 54B \$19.40 – 54C \$20.49
JDDS Manager William Wright III Promotion 07/02/22 \$30.70/hr - \$75,315/annually Replaces D. Williams

Tracker James Christianson
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Termination/resignation 07/15/22

Tracker Adrian Martin

Step increase/contract 07/15/22 56D/E \$25.70 – 56E \$26.42

PUBLIC HEALTH

Senior Environ Hlth Spec. Suellyn Hosch

Termination/retirement 07/05/22

Environ Hlth Tech Colin Brose

Step increase/contract 02/01/22 57A \$22.70 – 57B \$23.94

Air & Water Qual Branch Sup Wanda Reiter Kintz

Correction to annual salary 06/11/22 39 C\$32.79 - \$87,627/annually

Replaces A. Drahos

Epidemiologist

Christine Stevens

New hire – FT 06/27/22 40A \$31.92 Replaces L. Carr

Public Comment: Wendy Hartman, Cedar Rapids, stated that she wanted to make a clarification about a statement she made a few weeks ago that she is in favor of minors that want to seek out conversion therapy of their choice. The Board of Supervisors should not make laws about how private businesses run their operations. Since solar is near and dear to their hearts, she hopes they do not put an ordinance in place that would prevent her brother-in-law from selling or repairing gas-burning furnaces. The Board presented the ordinance as a "just in case law" since there is no conversion therapy going on in rural Linn County or complaints of that going on. There could be other "just in case laws" such as female genital mutilation and other issues that affects minors. There are other issues besides conversion therapy they can look at.

Board Member reports:

Supervisor Zumbach is anxious to get to the Linn County Fair, which starts today.

Supervisor Walker met yesterday with Linn County advocates re: looking at advocate programs; met with the Exec. Dir. of the Cedar Rapids Library; meeting with a Kirkwood representative to discuss ideas around tuition assistance; attending Board of Health meeting today; speaking on a panel welcoming a University of Iowa African Scholars Program working on cutting edge projects.

Chairperson Rogers is participating in meeting tomorrow for the MH/DD Regional Governance Board.

Adjournment at 11:30 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor

By: Rebecca Shoop, Deputy Auditor

Approved by:

BEN ROGERS, Chairperson

Board of Supervisors