

**POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS
REGULAR SESSION AGENDA
TUESDAY, APRIL 28, 2020
BOARD OF SUPERVISORS' HEARING ROOM
POTTAWATTAMIE COUNTY COURTHOUSE
227 SOUTH 6TH STREET
COUNCIL BLUFFS, IOWA 51501**

Participate in this meeting via:

In person: limit of 10 people in Board Hearing Room; limit of 10 people in Multi-Purpose Room
YouTube, at: <https://www.youtube.com/channel/UCeP9ZQIBgMpuSyOprlyMl6g>
Telephone Conference call: (712) 328-5848

Please note, per order of the Iowa State Governor, there is a 10 person limit in the Board of Supervisors Hearing Room. In the event there are more than 10 people present for this meeting, there will be an overflow area in the Multi-Purpose Room located in the basement of the Courthouse where you can view the meeting via YouTube. A telephone will also be available in the Multi-Purpose Room to participate via the telephone conference call option. There is a 10 person limit in the Multi-Purpose Room as well.

10:00 AM Pledge of Allegiance.

1. CONSENT AGENDA

- A. April 16, 2020, Minutes as read.
- B. Planning / Public Health – Employment of Elizabeth Marino as Epidemiologist – Temporary.
- C. Planning / Public Health – Employment of Carol Timm as Public Health Nurse PRN – Temporary.

2. SCHEDULED SESSIONS

- A. John Rasmussen / Engineer –
 - 1) **10:00 AM Public Hearing** on proposed road vacation of the originally platted alleys in Blocks 3 and 4 of the unincorporated town of Bentley; and signing **Resolution No. 50-2020**, regarding disposal of said property.
 - 2) **10:05 AM Public Hearing** on proposed road vacation of a portion of roadway (265th Street) along the east line of the SW ¼ of Section 9, Township 76 North, Range 42 West of the 5th P.M., Pottawattamie County, Iowa; and signing **Resolution No. 51-2020**, regarding disposal of said property.

- B. Pam Kalstrup / Acting Director of Planning and Development – **10:10 Public Hearing** on proposed preliminary plat of Criswell Subdivision, a subdivision situated in Hazel Dell Township; and sign **Planning and Zoning Resolution No. 2020-05**.
- C. Brittany Whittington, Lockton Companies; Michael Williams and Jim Garbina / The Harry A. Koch Company – Discussion and/or decision to approve and authorize Chairman to sign Consulting Services Agreement with Kansas City Series of Lockton Companies.
- D. Jen Foltz / Executive Director, Fourth Judicial District Department of Correctional Services – Discussion and/or decision to allow previously allocated funds for the 13th Annual Crime Victim’ Rights Luncheon scheduled for April 22, 2020, be kept by the Department of Corrections for the 2021 Annual Crime Victims’ Rights Luncheon.
- E. Suzanne Watson / Director, Community Services – Discussion and/or decision to approve 28E Agreement for Southwest Iowa MHDS Region; and authorization for Marilyn Jo Drake or Scott Belt to sign said Agreement on June 1, 2020, on behalf of the Board of Supervisors, and as the Board’s SWIA MHDS Governing Board representative.
- F. Robert Andersen / Director, Communications – Discussion and/or decision to approve and authorize Chairman to sign Interlocal Agreement for Cooperative Use of the Wireless Area Network.
- G. David Bayer / Chief Information Officer – Discussion and/or decision to:
 - 1) Add the Courthouse / Jail Connection to the bond project list;
 - 2) Authorize existing funds to purchase Courthouse Switches in the amount of \$140,000 with the intent that a Reimbursement Resolution would be used later;
 - 3) Authorize existing funds to purchase Courthouse / Jail Connection hardware and services in the amount of \$90,000 with the intent that a Reimbursement Resolution would be used later;
 - 4) Approve payment of Central Square annual software maintenance;
 - 5) Approve amendment to IT Office Assistant Job Description to include additional duties and change pay grade to 519; and
 - 6) Approve donating two used laptops to the Historic General Dodge House.
- H. Becky Belt / Finance, Auditor’s Office; and Mark Shoemaker / Director, Conservation – Discussion and/or decision to authorize existing funds for all remaining authorized projects per public hearings in February 2020 with the intent that Reimbursement Resolutions would be used later.
- I. Jana Lemrick / Director, Humans Resources – Discussion and/or decision to:
 - 1) Approve and authorize Chairman to sign Memorandum of Understanding between Pottawattamie County and the American Federation of State, County, and Municipal Employees (AFSCME), Local 2364, regarding supplemental pay for maintenance and custodial staff assigned to the jail or juvenile detention facility;
 - 2) Approve and authorize Chairman to sign Memorandum of Understanding between Pottawattamie County and the American Federation of State, County and

Municipal Employees (AFSCME), Local 2364, regarding supplemental pay for those employees that are included in the Roads bargaining unit; and

- 3) Approve Agreement between Pottawattamie County and Local 2364, American Federation of State, County, and Municipal Employees (AFSCME/Iowa Council 61) – 911 Employees.

J. Matt Wyant / Director, Planning and Development – Discussion and/or decision to:

- 1) Approve and authorize Chairman to sign Memorandum of Understanding between City of Carson and Pottawattamie County, regarding a Part-time Mainstreet Coordinator; and approval to utilize \$28,000.00 in Impact Funds for said position; and
- 2) Approve utilizing \$50,000.00 in Impact Funds to complete a joint City-County Land Use Study.

K. Matt Wyant / Director, Planning and Development; Doug Reed / Director, EMA; and Skyler Dooley / Temporary EOC Specialist – Assessment of COVID-19 procedures with Public Health Department and EOC; and discussion and/or decision on transitioning the Temporary EOC Specialist position to Temporary Incident Commander.

L. Jana Lemrick / Director, Human Resources; and Matt Wyant / Director, Planning and Development – Update, discussion and/or decision on COVID-19 matters.

3. OTHER BUSINESS

A. Approval and authorization for Chairman to sign Amendment to the Agreement between the County and MAPA for Contract for 18POTTO1 – Pottawattamie County CITIES Administration for Carson and Hancock projects, extending the completion date to May 15, 2021.

B. Approval and authorization for Chairman to sign Amendment to the Agreement between the County and MAPA for Contract 17POTTO1 – Pottawattamie County CITIES Administration for Macedonia, Minden, Treynor and Walnut projects, extending the completion to May 15, 2021.

4. CLOSED SESSION(S)

A. Jana Lemrick / Director, HR; and Leanne Gifford / Assistant County Attorney - Closed Session pursuant to Iowa Code 20.17(3), for discussion and/or decision on labor negotiations / collective bargaining matters.

5. RECEIVED/FILED

A. Salary Actions:

- 1) Attorney – Payroll Status Change of Emily Peklo.
- 2) Sheriff – Payroll Status Change of Trey Carstens.
- 3) Conservation – Payroll Status Change of Ryan Penney.
- 4) WIC – Payroll Status Change of Luz Collins.