

Scott County Board of Supervisors  
February 26, 2013 5:30 p.m.

The Board of Supervisors met pursuant to adjournment with Cusack, Earnhardt, Hancock, Minard and Sunderbruch present. The Board recited the pledge of allegiance.

Moved by Hancock, seconded by Sunderbruch approval of the minutes of the February 14, 2013 Regular Board Meeting. All Ayes.

Moved by Sunderbruch, seconded by Hancock that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) The abatement of property taxes and special assessments for property owned by Scott County, as shown in Exhibit A, in accordance with Iowa Code Section 445.63 is hereby approved. 2) This resolution shall take effect immediately.

<u>Parcel ID#</u>	<u>Taxes</u>	<u>Special Assessments</u>
E0001-12	\$ 722.00	\$ 12,086.00
F0020-33	\$ 6,038.00	\$ 6,209.00
F0033-16	\$ 1,073.00	\$ 200.00
F0033-25	\$ 3,512.00	\$ 4,354.30
F0045-14	\$ 94.00	\$ -
F0045-15	\$ 76.00	\$ -
F0046-15	\$ 5,460.00	\$ 19,786.00
F0050-15	\$ 179.00	\$ 1,266.50
F0050-24	\$ 140.00	\$ 1,307.00
G0023-05	\$ 2,660.00	\$ 18,252.00
G0028-28	\$ 710.00	\$ 14,077.99
G0035-23	\$ 1,828.00	\$ 926.36
G0036-14	\$ 2,410.00	\$ 15,688.00
G0046-19	\$ 368.00	\$ 14,685.00
G0046-27	\$ 1,204.00	\$ 3,405.00
G0047-04	\$ 398.00	\$ 41.00
G0064-27B	\$ 32.00	\$ -
H0006-17	\$ 3,638.00	\$ 5,031.00
H0042-18	\$ 236.00	\$ 3,298.25
J0048-03	\$ 652.00	\$ -
K0006-32	\$ 96.00	\$ 1,393.00
K0011-20	\$ 6,239.00	\$ 3,127.78
K0019-22	\$ 286.00	\$ -
L0003-04	\$ 313.00	\$ 221.00
L0014-24	\$ 1,108.00	\$ -
O1653A09C	\$ 224.00	\$ -
X0235B05	\$ 246.00	\$ -
X0235B08	\$ 20.00	\$ 634.00
X0235C25	\$ 492.00	\$ 4,780.00
X0235C26	\$ 428.00	\$ -
X0235C27	\$ 428.00	\$ -
X0235C28	\$ 428.00	\$ -
X0235C30	\$ 442.00	\$ -
X0235D08	\$ 492.00	\$ -
X0235D09	\$ 434.00	\$ 442.00
X0235D15	\$ 416.00	\$ -
X0235D16	\$ 400.00	\$ -
X0235D17	\$ 414.00	\$ -
X0235D18	\$ 474.00	\$ 201.00
X0251A18	\$ 346.00	\$ 1,558.00
	<b>\$ 45,156.00</b>	<b>\$ 132,970.18</b>

Moved by Hancock, seconded by Sunderbruch that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) That Human Resources Policy Y. "Family Medical Leave" is hereby modified to address compliance with federal law. 2) This resolution shall take effect immediately.

Moved by Hancock, seconded by Cusack a motion approving personnel actions as presented by the County Administrator. All Ayes.

NEW HIRES

Employee/Department	Position	Salary	Effective Date	Remarks
Susan Herman Health	Jail Inmate Health Nurse P/T	\$22.15/hr	02/14/13	Per diem position

TRANSFERS AND PROMOTIONS

Employee/Department	New Position	Salary Change	Effective Date	Remarks
Damir Krdzalic Sheriff/Jail	Correction Officer	\$35,131 - \$39,312	02/13/13	Promotion from Trainee status
Shaun McDonough Sheriff/Jail	Correction Officer	\$35,131 - \$39,312	02/20/13	Promotion from Trainee status

LEAVES OF ABSENCE/OTHER

Employee/Department	Position	Effective Date	Remarks
None			

BARGAINING UNIT STEP INCREASES

Employee/Department	Position	Salary Change	Wage Step	Effective Date
David Olson Sheriff/Jail	Correction Officer Trainee	\$34,549 - \$35,131	Step 2	02/13/13
Mary Prieto Sheriff/Jail	Cook	\$29,078 - \$30,555	Step 3	02/15/13
Tabatha McFate Treasurer	Multi-Service Clerk	\$31,262 - \$32,427	Step 4	02/17/13

MERIT INCREASES

Employee/Department	Position	Salary Change	% of Midpoint	Effective Date
Cheryl Iwinski Sheriff/Jail	Inmate Services Clerk	\$32,479 - \$34,103 (5.0%)*	89.249%	01/23/13
Cindy Henning Sheriff/Jail	Classification Specialist	\$55,820 - \$56,149 (.673%)	115%	01/28/13
Maria Aldridge Health	Medical Lab Technician P/T	\$18.657/hr - \$19.030/hr (2.0%)	98.47%	02/02/13
Brian McDonough Planning & Development	Planning & Development Specialist	\$38,519 - \$40,445 (5.0%)*	89.249%	02/13/13
Don Dietz Conservation	Park Maintenance Tech	\$43,803 - \$45,027 (3.126%)	115%	02/16/13
Jeremy Kaiser Juvenile Detention	Juvenile Detention Center Director	\$76,205 - \$79,634 (4.5%)	105.413%	02/16/13
Dave Donohoo Juvenile Detention	Detention Youth Counselor	\$49,573 - \$50,592 (2.316%)	115%	02/22/13
Cathy Voelkers Auditor	Official Records Clerk P/T	\$16.396/hr - \$16.97/hr (3.5%)	92.374%	02/22/13

\*First review following appointment or promotion. Salary adjusted 5% if not above 95% of midpoint & employee receives rating of 3 or better.

BONUS

Employee/Department	Position	Effective Date
Gary Gilkison Information Technology	Desktop Support Technician	08/14/12
Robert Buck Planning & Development	Building Inspector	01/02/13
Sue Lacke-Smith Treasurer	Cashier	01/03/13

SEPARATIONS				
Employee/Department	Position	Hire Date	Separation Date	Reason for Separation
Maureen Leedham FSS	Custodial Worker P/T	06/24/10	02/11/13	Voluntary resignation
Michael Blaesi Sheriff	Sergeant	06/23/86	03/22/13	Retirement

REQUEST TO FILL VACANCIES				
Position/Department	Position Status	Starting Date	Previous Incumbent	Recommendation
Custodial Worker P/T FSS	Vacant 2/11/13	ASAP	Maureen Leedham	Approve to fill
Sergeant Sheriff	Vacant 3/22/13	3/23/13	Michael Blaesi	Approve to fill

TUITION REQUESTS			
Employee/Department	Position	Course of Study	Course dates(s)
None			

Moved by Cusack, seconded by Earnhardt a motion to approve filing of quarterly financial reports from the various county offices. All Ayes.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. Roll Call: All Ayes.

BE IT RESOLVED: 1) A budget amendment to the current FY13 County Budget as presented by the County Administrator is hereby approved as follows:

<u>SERVICE AREA</u>	<u>FY13 AMENDMENT AMOUNT</u>
Public Safety and Legal Services	(\$123,392)
Physical Health and Social Services	(\$95,362)
Mental Health, MR & DD	(\$10,167,159)
County Environment and Education	\$11,250
Roads and Transportation	(\$20,449)
Government Services to Residents	\$46,826
Administration	(\$156,827)
Nonprogram Current	\$4,875,447
Capital Projects	\$531,255
Operating Transfers Out	\$1,560,000

2) This resolution shall take effect immediately.

Moved by Cusack, seconded by Hancock that the following resolution be approved. Roll Call: All Ayes.

BE IT RESOLVED: 1) The FY14 County Budget as presented by the County Administrator and as reviewed and considered by this Board is hereby adopted in the amount of \$77,477,918 (which includes the Golf Course Enterprise Fund in the amount of \$1,025,441, a non-budgeted fund for State certification purposes). 2) The total amount of service area:

<u>Service Area</u>	<u>Amount</u>
Public Safety & Legal Services	\$28,443,433
Physical Health & Social Services	5,994,227
Mental Health, MR & DD	8,511,429
County Environment & Education	4,691,580
Roads & Transportation	6,133,500
Government Services to Residents	2,356,813
Administration (interprogram)	<u>10,718,698</u>
Subtotal Operating Budget	\$66,849,680

Debt Service	4,377,852
Capital Projects	<u>5,224,945</u>
Subtotal County Budget	\$76,452,477
Golf Course Operations	<u>1,025,441</u>
TOTAL	<u>\$77,477,918</u>

3) The FY14 capital budget and FY15-18 capital program is hereby adopted. 4) The County Auditor is hereby directed to properly certify the budget as adopted and file with the records of her office and that of the State Department of Management as required by law. 5) This resolution shall take effect immediately.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) The Scott County Board of Supervisors supports the grant application being submitted to the Vision Iowa CAT (Community Attraction and Tourism) by the Putnam Museum for the STEM (Science Technology Engineering and Math) initiative. 2) That the County agrees to participate in the match amount of \$30,000. 3) The County's match will be payable once the first construction contract has been awarded and the CAT grant approved. 4) This resolution shall take effect immediately.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) That in accordance with Section 309.93 and Section 309.22 Code of Iowa, 2012, the FY 2013/2014 Iowa Department of Transportation Budget and Five Year Construction Program as set forth in detail is hereby adopted and that same be submitted to the Iowa Department of Transportation for their approval. 2) That the Chairman be authorized to sign the budget and program documents on behalf of the Board. 3) That this resolution shall take effect immediately.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) That the Quad City Chamber, the Quad City First and the Regional Opportunity Council have committed to funding and staffing the planning process to identify land for site certification in Scott County and Rock Island County. 2) The planning process will include establishing criteria, soliciting proposals, using an independent firm to rank the proposals and determine costs of control and development. 3) Scott County will contribute one third of the estimated cost of \$25,000 for the planning process as its commitment to further the region's economic development potential to attract new businesses. 4) This resolution shall take effect immediately.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) That the proposal from Collective Data to provide additional software licenses and modules for the Collective Fleet software suite is hereby

approved and awarded in the total amount of \$14,995.00. 2) This resolution shall take effect immediately.

Moved by Cusack, seconded by Sunderbruch that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) That the table of organization for the Attorney's Office be decreased by 0.25 FTE to reflect the reduction of hours of the seasonal Summer Law Clerk (total of 0.50 FTE). 2) That the table of organization for the Conservation Department be decreased by 1.75 FTE to reflect the reduction of hours various seasonal staff and a decrease of 0.37 FTE at the Golf course to reflect the reduction of part time Laborers. 3) That the table of organization for the Facility Support and Services Department be decreased by 0.50 FTE to reflect the elimination of the General Laborer position. 4) That the table of organization for the Health Department be increased by 0.12 FTE to reflect the addition of hours utilized by the Health Services Professional (Immunization Clinic) that were previously budgeted (1.2 FTE – Jail Health and 0.72 FTE – Immunization Clinic; total 1.92 FTE). 5) That the table of organization for Secondary Roads Department be decreased by 1.0 FTE to reflect the elimination of a Truck Driver/Laborer relating to a 2006 upgrade (total of 10.0 FTE). 6) That the table of organization for the Sheriff's Office be increased by 0.1 FTE to reflect the addition of hours of the part-time Clerk III from a 0.5 FTE to a 0.6 FTE (total of 3.6 FTE). 7) This resolution shall take effect July 1, 2013.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) The salary ranges for County positions included in the Non-represented group shall be adjusted on July 1, 2013 by increasing the salary range midpoint by two percent (2%). 2) For the purpose of determining an hourly rate of pay for the Non-represented group, the annual base salary shall be divided by 2,080 hours. 3) This resolution shall take effect July 1, 2013.

Moved by Cusack, seconded by Sunderbruch that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) The Fiscal Year 2014 salary schedule for Elected County Officials as recommended by the Scott County Compensation Board is hereby approved as follows:

<u>Position</u>	<u>Annual Salary (effective 7/1/13)</u>
Auditor	\$ 80,100
County Attorney	\$138,700
Recorder	\$ 80,100
Sheriff	\$103,500
Treasurer	\$ 80,100
Board Member, Board of Supervisors	\$ 40,100
Chair, Board of Supervisors	\$ 43,100

2) The Fiscal Year 2014 salary schedule for Deputy Office Holders is hereby approved as follows:

<u>Position</u>	<u>Annual Salary (effective 7/1/13)</u>
Deputy Auditor – Tax (85%)	\$ 68,085
First Assistant Attorney (85%)	\$117,895
Second Deputy Recorder (85%)	\$ 68,085
Chief Deputy Sheriff (85%)	\$ 87,975

3) It is understood that those positions referenced herein are salaried employees and are not paid by the hour. However, for payroll purposes an hourly rate can be determined by dividing the annual salary by 2,080 hours. 4) This resolution shall take effect July 1, 2013.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) The following salary rate table for z-schedule temporary and part-time staff in fiscal year 2013-2014 is hereby approved:

Health Intern & Planning Intern	\$9.71 to \$12.33/hour depending on skills, education and experience
Enforcement Aide	\$9.71 to \$18.28/hour depending on skills, education and experience
Seasonal Maintenance Worker (Roads)	\$11.45/hour
Summer Law Clerk	Set in cooperation with University Programs
Civil Service Secretary	Set by Civil Service Commission
Mental Health Advocate	Set by Chief Judge
Health Services Professional Immunization Clinic/Jail Health	
LPN	\$19.15/hour
RN/EMT-P	\$22.59/hour
Election Officials	\$7.92/hour
Election Chairpersons	\$8.71/hour
Election Clerk	\$13.33/hour

**CONSERVATION: \***

**Glynns Creek:**

Seasonal part-time Golf Managers	
Food Service	\$8.75 - \$10.00/hour
Pro Shop	\$9.75 - \$12.00/hour
Seasonal Golf Pro Shop Personnel	\$7.50 - \$11.25/hour
Golf Course Rangers, Starters, Cart Persons	\$7.50 - \$9.50/hour
Concession Stand Workers	\$7.50 - \$9.75/hour
Groundskeepers	\$7.50 - \$10.75/hour

**Scott County & West Lake Parks:**

Beach Manager	\$11.25 - \$15.75/hour
Pool Manager	\$11.25 - \$15.75/hour
Assistant Beach/Pool Managers	\$9.00 - \$11.25/hour
Water Safety Instructors	\$8.00 - \$9.50/hour
Pool/Beach Lifeguards	\$7.50 - \$8.75/hour
Pool/Beach/Boathouse - Concession Workers	\$7.50 - \$8.50/hour
Park Attendant	\$7.50 - \$11.00/hour
Maintenance	\$7.50 - \$9.75/hour

Skilled Maintenance	\$9.00 - \$11.25/hour
Park Patrol (non-certified)	\$12.00 - \$16.25/hour
(certified)	\$15.00 - \$16.50/hour

**Pioneer Village:**

Day Camp Counselors	\$7.50 - \$9.50/hour
Apothecary Shop Concession Workers	\$7.50 - \$9.50/hour
Maintenance/Resident Caretaker	\$9.00- \$11.25/hour

**Wapsi Center:**

Assistant Naturalist	\$10.00 - \$12.50/hour
Program Assistant	\$7.50 - \$9.25/hour
Maintenance / Resident Caretaker	\$9.00 - \$11.25/hour

**Cody Homestead:**

Attendants/Concession Workers	\$7.50 - \$11.00/hour
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\* Set by Scott County Conservation Board

2) This resolution shall take effect July 1, 2013.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. All Ayes.

WHEREAS, Iowa Code Section 341A.20 requires the County to provide a budget for the Civil Service Commission equal to one-half percent of the total payroll for staff covered by civil service in the preceding fiscal year, \$12,796.00;

WHEREAS, any funds not utilized for support of the Commission are returned to the County; and

WHEREAS, Iowa Code Section 341A.5 allows the Commission to appoint an individual to act as its secretary;

BE IT RESOLVED: 1) Hereby approves the salary increase for the Civil Service Commission's Administrator from \$5,600.00 per year to \$6,200.00 (\$7,212.00 with benefits) at the direction of the Civil Service Commission. The remaining balance in their budget is \$5,584.00. 2) This resolution shall take effect July 1, 2013.

Moved by Cusack, seconded by Hancock that the following resolution be approved. All Ayes.

BE IT RESOLVED: 1) In compliance with Chapter 317.3 of the Iowa Code, the Scott County Weed Commissioner shall be the responsibility of the Scott County Engineer effective immediately. 2) This resolution will certify to the Scott County Auditor and the Secretary of Agriculture that the Scott County Weed Commissioner is the Scott County Engineer. 3) That this resolution shall take effect immediately.

Moved by Cusack, seconded by Earnhardt that the following resolution be approved. Roll Call: All Ayes.

BE IT RESOLVED: 1) The Scott County Board of Supervisors approves for payment all warrants numbered 251355 through 251621 as submitted and prepared for payment by

the County Auditor, in the total amount of \$1,511,257.75. 2) The Board of Supervisors approves for payment to Wells Fargo Bank all purchase card program transactions as submitted to the County Auditor for review in the amount of \$61,228.71. 3) This resolution shall take effect immediately.

Moved by Hancock, seconded by Earnhardt a motion to adjourn. All Ayes.

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Larry Minard, Chair of the Board  
Scott County Board of Supervisors

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ATTEST: Roxanna Moritz  
Scott County Auditor