

Scott County Board of Supervisors  
December 11, 2018 8:00 a.m.

The Board of Supervisors met as a committee of the whole and pursuant to adjournment with Earnhardt, Knobbe, Beck, Kinzer and Holst present.

Mahesh Sharma, County Administrator, reviewed the final reading of ordinances for establishing new speed limits on county roads.

Sharma also reviewed the annual re-adoption of the Master Matrix for confined animal feeding operations.

Tim Huey, Planning and Development Director, said the report has to be approved by the Board and be submitted to the DNR between January 2<sup>nd</sup> and January 31<sup>st</sup>.

Supervisor Knobbe asked Huey if he was anticipating any applications.

Huey answered they are always a surprise and that he only has thirty days to get it published, set the public hearing and get the application reviewed.

Supervisor Beck asked if they had any public comment on Matrix renewals.

Huey said no and said he has always encouraged the DNR to let us say once you are in you are in and if you screw up, you are kicked out. He said the DNR said the agency need the counties to approve it every year.

Chris Still, Maintenance Coordinator, Facility and Support Services (FSS), reviewed the approval and award of bid for Administrative Center and Courthouse HVAC controls. He said the Administrative Center controls were replaced in 2001, but the controls now are discontinued and no longer manufactured. He said a recent energy audit recommended replacement of these HVAC components. He said at the Courthouse the controls have been upgraded on first and second floor, however the controls in the lower level and on third floor are the same discontinued controls and require replacing. He said HVAC controls regulate the operation of heating and air conditioning systems and are programmable to interface the equipment into the County's Trane energy management software.

Still also said that in 2016 FSS implemented a web based energy management software system, Tracer Ensemble from Trane Company, when the County replaced the rooftop units at the Juvenile Detention Center. He said FSS asked Trane for pricing to replace controls at the Administrative Center and Courthouse, received a not to exceed quote from Trane for \$319,600.00 to replace the controls at the Administrative Center, and this amount is within the budgeted amount of \$400,000.00. He also said at the Courthouse FSS received a not to exceed quote for \$202,870.00 to replace controls and this amount is also within the budgeted amount of \$400,000.00.

Supervisor Holst asked about the estimated return on investment.

Still said direct digital controls (DDC) are a custom rebate so FSS will have to send that rebate off to Clear Results and that he does not know the exact number, but will get that information for the Board.

Holst asked about the return on investment for the controls at the Juvenile Detention Center.

Still said FSS would have to crunch those numbers and has not done that yet. He said that with controls FSS is able to schedule equipment on and off and make an impact on utilities costs. He said there are metrics that FSS can take to break down equipment costs into kilowatt hours and see those sort of things but that FSS has not done that. He said FSS can look at what impact those controls are making.

Beck said that the controls are obsolete, to be proactive must be replaced and asked if the obsolescence was the bigger factor in replacement rather than energy savings.

Still said that obsolescence was the bigger motivating factor.

Kinzer said that this is being very proactive and said it will be save the County money when looking at the payback for the controls on lighting, heating and air.

Still said that the savings are behind the scenes, but that it definitely has a huge impact. He said some of the biggest loads are for lighting and mechanical equipment.

Still also reviewed the approval and award of contract for jail intercoms. He said the jail the intercoms are part of the electronic security system, and increasingly the intercoms encounter a lot of problems. He said intercoms are an important part of the communication process between jail staff and housed residents. He said that the current intercom system is beginning to be unreliable, as pieces of the system have failed and FSS has replaced quite a few parts. He said at times intercoms become nonfunctional in areas of the jail, with the consequence of increasing liability risk. He said that after review of the system FSS believes that the best solution is to replace the system with a new one. He said FSS asked Stanley Security Solutions to provide a cost to replace the existing intercom system and that Stanley provided a quote of \$138,000. He said replacement of the intercom system is budgeted for \$150,000 but not scheduled until Fiscal Year 22. He said that due to concerns regarding the impact on jail security FSS worked with the Budget Director to expedite this project. He said after review of the capital budget FSS is confident to take on the intercom replacement project with funding from the current fiscal year. He recommended the Board approve the award to Stanley Security.

Earnhardt asked what system they have now and how old it is.

Still said the software package is called Eventide and put in place in 2006.

Holst asked if it is proprietary equipment.

Still said yes, and that the controls sit on a Stanley network.

Holst also asked if this would be a part of the budget amendment.

Farmer said yes and that the project would be moved up.

Tim Huey reviewed the staff appointment for a Planning and Development Specialist position. He said Taylor Beswick has accepted the offer of a \$50,274 annual salary due to his experience, Master's degree and has considerable computer and GIS skills.

Thee said there are also two part-time Detention Youth Counselors in the Juvenile Detention Center positions on the staff appointment resolution.

Kinzer asked how Beswick was found.

Huey said the job was posted for two weeks and that there were 15 applications. He said he narrowed that list to eight that met the minimum qualifications and narrowed that list to four and a committee interviewed the four.

Sharma reviewed routine tax suspension requests.

Farmer reviewed a purchasing card policy update. He said he is requesting a change to the purchasing card policy for standard cards, the lowest level of card status, to increase the per transaction limit from \$500 to \$1,000. He said they receive increasing departmental requests for temporarily raising the \$500 per transaction for a staff member, mainly dealing with travel. He said due to these requests more staff time is incurred in order to raise the limit and to take it back down after the staff member returns from traveling.

Earnhardt asked when staff go out of town to stay and the bill goes over the \$500, does staff have to call the County to have the limit raised. She also asked if the employee's supervisor can raise the limit.

Farmer said if staff knows about it ahead of time they can raise those limits. He said for the instances that they do not, they might get bounced and then they might have to put it on their personal card and the County has to make a reimbursement. He said the two people that can raise the limit are himself and Tammy Speidel.

Beck said the County went through these limits a few months ago and asked if the request recently became more apparent.

Farmer said the other change was more on the enhanced card limit, which is normally the departments' and that they were not hearing from the departments, actual users, that this was as much of an issue.

Kinzer asked does staff not know when they travel what their hotel room and per diem is going to be and make the change ahead of time.

Farmer said yes, but that the time savings are with the number of calls and to manually change the card limits, both up and down, and that it is possible to miss returning the card limit.

Knobbe asked how many times per month or year are they manually changing the limit.

Farmer answered, from his discussion with Speidel, it was at least 3 to 4 times a month, or 60 per year.

Rhonda Oostenryk, Risk Manager, reviewed the renewal of medical professional liability insurance for Dr. Christopher Posey. Jeff Young with Arthur J Gallagher was also present to review medical malpractice. She said Dr. Posey, the chief medical officer at the jail, is currently insured by Columbia Casualty Company, and Columbia agreed to renew the insurance policy for medical professional liability for Dr. Posey under the same terms, limits and premium as currently.

Beck asked if that coverage is hard to get.

Young answered no and said it is very standard coverage and that the doctor in a jail setting has his own medical malpractice policy. He said that nurses and others are covered under the Travelers policy for liability but it does not cover the doctor. He said the premium has been the same for the last three years, and since 2014 is down \$900.

Farmer along with John Knepel from Baker Tilly Virchow Krause, LLP, reviewed the FY18 Annual Audit. Farmer said that the audit team includes Wes Rostenbach, Megan Peterson and himself.

Knepel said his team included himself as the partner in charge of the audit, Paul Frantz, senior manager and Tim Sowinski, the infield accountant doing the bulk of the work on site. He said the final reports have not been issued but they have completed everything and have performed the audit in accordance with various auditing standards. He said they will issue an unmodified opinion, which means that the financial statements are fairly presented in accordance with the accounting standards that you have to follow. He said it is the highest level of assurance that you can receive from an auditor regarding financial statements. He referred that Board to the Management Discussion and Analysis as a high level summary and a good place to start. He summarized some of the financial results for the general fund, non-major funds and fund balances.

The Board recognized 15 employees for years of service, including the retirements of Gina Acosta for 24 years of service, Treasurer Bill Fennelly for 38 years of service, Supervisor Diane Holst for 4 years of service and Supervisor Carol Earnhardt for 8 years of service. It was announced that Scott County has received the Distinguished Budget Presentation Award from the Government Finance Officers

Association of the United States and Canada (GFOA) for Scott County's current FY19 Budget. The Board also recognized Josh Sabin as Employee of the Quarter.

Sharma reviewed the FY19 Urban County Coalition Legislative Priority Issues and upcoming routine Board appointments.

Roxanna Moritz, County Auditor, gave a follow-up to questions regarding the General Election canvass. She said the State of Iowa did not allocate funds for public education regarding the requirement for presenting a photo ID before voting. She said several states spent anywhere from one million to five million dollars to educate their voters regarding voter photo ID. She said she decided to initiate what was called the Auditor on the Road Show, and with the help of her office created a couple of videos to help people understand what was going to happen when they got to the polls, and to show the internal processes in the Auditor's Office from ballot design to the canvass of votes. She said she emphasized that Scott County does not use modems to report election results from the poll sites and we do not connect our election management system to the county computer network. She said she visited many different groups and organizations. She said when people know what is happening, when they have the correct information, they do not feel as frustrated and there is not as much anxiety.

Moritz said in this election she sent out a separate list of defective/deficient ballots to candidates. She said the design of the absentee voter affidavit envelope included "Sign Here" in great big red letters on the line for voters to sign.

Earnhardt said the reports were helpful to candidates.

Moritz said when there is an issue like a defective ballot, people always have the opportunity to go to the polls on Election Day, and that poll workers call the office to void the absentee ballot and allow voters to vote at the polls on Election Day.

Moritz said Supervisor Beck had asked her about using the Sheriff's Department and that she analyzed it to see if that was really the most effective and efficient way. She said if she paid two of the poll workers or two of the chairs to come in and get the data, it would cost \$40 an hour instead of \$20 an hour.

Moritz said it was a decision in her office to switch the media from radio and newspaper to social media. Moritz passed out copies of ads that were used during the election and showed the number of users each advertisement reached. She said the difference between social media versus newspaper and radio is that on social media users can access information on the county website with a click of the mouse.

Moritz said regarding the Where U Vote App other counties used the app before Scott County and stressed the importance of understanding where we are with cybersecurity. She said she knows that internet usage spikes on Election Day and actually crashing some the websites of some counties so that voters cannot find out where they go to

vote. She said the Facebook link went to everyone that had a page and was at least 18 years old.

Moritz said she did a simple breakdown for the Board of where she spent the money and that the allocation is usually always the same, that she just separated it differently this year. She said \$16,478 was spent in advertising on the Quad City Times; the app was \$1,400 plus a setup fee for a total of \$1,675 and that she signed a four year contract for \$1,400 a year; advertising in the North Scott Press was \$3,464 and Tag was \$11,560. She said she thought that once people get used to seeing the Where U Vote app and it having more visibility the less she will have to do. She said we have a great system of accounting for every ballot and that it is easy to track a ballot when everything is organized.

Kinzer commented that in his voting area on Election Day, they had nothing but compliments. He said he saw the Road Show and did share the app with people. He also wanted to remind everyone that today is an election day in the Davenport and Bettendorf School Districts.

Sharma reviewed a beer/liquor license renewal for Pride of the Wapsi.

Moved by Kinzer, seconded by Earnhardt at 10:06 a.m. a motion to adjourn. All Ayes.

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Tony Knobbe, Chair of the Board  
Scott County Board of Supervisors

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ATTEST: Roxanna Moritz  
Scott County Auditor