

Scott County Board of Supervisors
September 18, 2018 8:00 a.m.

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

Jon Burgstrum, County Engineer, reviewed an agreement between Scott County and the Iowa Department of Transportation regarding the purchase of a hydroseeder through a \$24,000 grant from the Living Roadway Trust Fund. He said he recommends accepting the bid and purchasing a Bowie Victor 1100 model year 2018 hydroseeder from Midwest Bowie Sales in the amount \$50,585.00, with the additional options of a Clear Water Flush System in the amount of \$2,446.00 and a collapsible 50' Hose in the amount of \$383.00, for a grand total of \$53,414.00. His recommendation is based on the larger tank and greater horse power than other models which will mean fewer trips back to the shop for water and greater reach of the spray.

Supervisor Holst asked about private partnerships and donations and asked how far Secondary Roads has dipped into those funds.

Burgstrum said there is one more year with the private partnership donations and donations have been coming in all summer. He said that money is put in the IRVM line item and that the hydroseeder would be purchased under the equipment line item.

Supervisor Earnhardt asked how money is in the donor fund.

Burgstrum said \$10,500 was received this year and \$11,200 was received last year. He said the IRVM committee meets next month to discuss how to continue the fund.

Supervisor Beck asked about renting a hydroseeder from Clinton County.

Burgstrum said Scott County rents Clinton County's hydroseeder, but it is 25 to 30 years old, truck mounted unit, and it is broken frequently. He also said the original plan was to get a seeder and start planting in the spring, but said it could be purchased now to start planting in the fall.

Supervisor Kinzer asked about the balance due coming out of the equipment budget and if this purchase was discussed with Clinton County.

Burgstrum said he talked to Clinton County. He believes the 28E agreement is becoming obsolete and that going forward the counties might cancel or rewrite the agreement. He thought that Clinton County might want to rent Scott County's unit.

Supervisor Holst asked how many acres are lined up for fall planting.

Brian Burkholder, Roadside Vegetation Specialist, said three acres and six residents have requested planting.

Holst asked Burgstrum if the Department has come up with a practice about prioritizing.

Burgstrum said at this point it has been on a first come, first served basis, but they are hearing from people more and more and details are on the website.

Burkholder said a lot of people have been hearing about it by word of mouth and the Department will come up with a better system than first come, first served.

Holst asked if general shoulder spraying has stopped as a practice.

Burgstrum said they still spray shoulders, and they spot spray noxious weeds but not blanket spray ditches. He said the department responds to complaints about weeds.

Burgstrum reviewed the Living Roadway Trust Fund grant for the purchase of prescribed fire equipment for controlled burns. He said it would cover 100 percent of the cost of the equipment for a total amount of \$1,593.88.

Holst asked if the department had looked into casino boat grants.

Burkholder answered the department had made requests but had not heard back.

Burgstrum said they probably will not get a boat grant for this fall, but maybe for the spring.

Tim Huey, Planning Director, reviewed the second and final reading of an ordinance to rezone a 3.56-acre tract, more or less, from "Agricultural-Preservation (A-P)" to "Single-Family Residential (R-1)" at the property located at 25600 195th Street, legally described as Part of the NW ¼ of the SE ¼ of Section 5 in LeClaire Township. He said the Planning and Zoning Commission was reviewing the proposed plat but that the applicant's attorney has not yet submitted the required platting documents.

Huey also reviewed the Final Plat of Terrell's 1st Addition, a proposed four lot commercial/light industrial subdivision in part of the NW¼ of Section 18 in Pleasant Valley Township. He said the property is surrounded on three sides by the City of Bettendorf. He said the Zoning Board of Adjustment approved the one acre lot. He said applicant Sean Terrell has submitted all necessary documents. He said the 7.17 acre tract is currently split into two parcels: one approximately 4.3 acres, the other approximately 2.77, and the proposal is for Lot 1 to be approximately 1.1 acres; Lot 2, 2.0 acres; Lot 3, 2.0 acres; and Lot 4, 2.1 acres. He said staff recommends that the Final Plat be approved with the following two conditions. The first is that the City of Bettendorf approve the Final Plat and the Scott County Zoning Board of Adjustment approve a variance to allow the creation of a lot that is less than the minimum lot area requirements for a lot zoned "Commercial-Light Industrial (C-2)" with no sewer and water service.

Beck asked if the variance for Lot One was due to it being less than two acres.

Huey said yes and that it depends on if the lot has sewer and or water.

Huey also reviewed the notification for the City of LeClaire's proposed TIF District and amended Urban Renewal Plan as an incentive for a proposed commercial development. He said the proposed TIF District is not meet the Scott County policy for approval because it does not reduce blight or create new primary jobs. He said LeClaire is reducing the time of the TIF to a six year timeframe.

Tammy Speidel, Facility and Support Services Director, reviewed the bid for the construction of a Sex Offender Registry Office for the Sheriff's Office. The location would be in the lower level of the courthouse. She said the low bid was from Precision Builders in the amount of \$18,468.00.

Kinzer asked for a copy of the sub-contractor list.

Speidel said she would ask for the list and send it to all the supervisors.

Amy Thoreson, Deputy Health Director, reviewed the FY19 County Agreement with the Center for Alcohol & Drug Services, Inc. for Prevention Services. She said the Board approved the application in the spring. She said the contract includes \$30,000 from the County that leverages the \$10,000 from the Iowa Department of Public Health.

Holst commented that it was her understanding that this contract has not gone out to bid for a long time. She suggested that moving forward that the future Board may want to ask for it to go out for bids.

Thoreson said she would look at which applicants might be eligible for this money under Department of Public Health rules.

David Farmer, Budget and Administrative Services Director, reviewed the Jail and Juvenile Detention Needs Assessment. A committee composed of staff from the Sheriff's Office, Juvenile Detention Center (JDC), Facilities and Support Services, Human Resources and county Administration put out an RFP (request for proposals) for solutions to some capacity issues at both the Jail and the JDC. Detention of juveniles has increased recently to the point of overcapacity, causing the housing juvenile offenders out of county. The Jail has been some special management staffing arrangements affecting the overall capacity of the Jail from its original design. Because these issues may have common solutions it seemed appropriate to have one project involving both facilities rather than two separate projects. Staff received vendor proposals to assess and recommend solutions for Jail special management housing, intake housing and flexible housing, Jail usable housing capacity for juveniles housed as adult offenders, JDC needs assessment for housing capacity, JDC financial and operating benefits of co-locating with jail to provide common services (programs, kitchen, laundry, transport, health services), Jail optimum capacity and projected net

operating costs, including housing out of county inmates from other jurisdictions and JDC optimum capacity and projected net operating costs, including housing county juveniles from other jurisdictions. He said three responses were received and evaluated by the committee, including Matrix Consulting Group, partnered with K2M Design, Prochaska & Associates and Wold Architects & Engineers, partnered with Justice Planners, LLC.

Earnhardt asked how long it would take to complete the study.

Farmer answered it would take four months.

Farmer said the committee met on September 11, 2018 and evaluated the proposals, and the committee is requesting to negotiate the final contract with Wold Architects & Engineers, partnered with Justice Planners, LLC. He said Wold Architects was rated the most preferred vendor in all categories and specifically they would look at inmate population, user population projections, forecasted capacity requirements, facility condition and usage, space requirements, staffing and strategic direction best fit for the overall committee. He said that the Wold's price for service is \$77,000 plus reimbursable expenses, putting the total cost at about \$85,000. He said that the cost of Wold's proposal was in the middle of the three proposals, but that the County has prior experience with Wold and he thought that there might be ways to reduce costs.

Beck asked about the price proposal that said if solutions are implemented and they are retained for further services, up to 25 percent of this fee for the additional services.

Farmer said multiple proposals said that if they come up with solutions and they are selected as architects, they would rebate up to 25 percent of fees.

Beck asked if Wold had worked with Justice Planners before.

Farmer said yes and that they checked the written references and that all the bidders had numerous references throughout the United States.

Holst asked if Justice Planners were the ones with the expertise when the jail was built.

Farmer said when the jail was built it was Voorhees & Associates.

Speidel said the architect on the jail project was Larrison.

Holst asked about the other two prices.

Farmer said that Prochaska & Associates price was two phases of \$35,000 each with a rebate, but was rated third in all categories by the committee, and the Matrix price was \$95,000 with no rebates.

Speidel said the Prochaska references seem to indicate that they are familiar with building new and the other two are familiar with repurposing space.

Kinzer asked if the study would come back and say we should repurpose space.

Speidel said they do not know and want to ask a third party for more ideas and options. She said housing in the JDC is capped. She believed the consultant would come back with multiple possible solutions.

Sheriff's Office Major Shawn Roth said the need is there, female housing is way up for the JDC and that there is no other option with the juveniles. He said due to the cap juveniles are being housed out of County, taking a lot of staff time for transport.

Kinzer said he agrees with the need to expand JDC and is in support of the study along with the Sheriff's Office and the JDC.

Roth said four months for the study is a long time but they are making it work for now and making changes internally.

Holst said she did not recall Wold giving a 25 percent rebate for stages one, two or three of the courthouse remodel and asked if this was something new for them.

Speidel said the rebate is new.

Major Roth discussed the approval to apply for the Violence Against Women Grant from the Iowa Attorney General's Office, Crime Victim Assistance Division. He said it is a 3-year grant that reimburses up to 95 percent of the salary for one deputy sheriff in the Criminal Investigations Division, who focuses his time on domestic, stalking and sexual assault cases. It is a 33% match and the benefits are paid by Scott County and are used as the matching funds for the grant.

Beck asked if the Sheriff's Office has to apply every year.

Roth said they apply every three years, but have to come to the Board every year to accept the funds.

Farmer said this is part of the County's grant policy.

Matt Hirst, IT Director, gave a staff update on a meeting management system. He shared a RFP draft with the Board for software services hosted in the cloud.

Speidel said they have spent a lot of time for something that would be flexible and expandable and covering numerous meeting rooms.

Roxanna Moritz, Auditor, said she has concerns in the Auditor's office with the amount of work performed by Cathy Voelkers, Official Records Clerk, in producing detailed

minutes, and that there would be a lot of extra time required with the indexing. She said she wanted the Board be aware of this situation.

Earnhardt suggested the possibility of employing a part time employee to assist with the minutes.

Hirst said the meeting management software should make the minutes easier to produce and make the meetings more transparent for the public. He said that the current process is cumbersome and time consuming and the goal of the RFP is seeking a solution that is easier and not as complicated

Holst said she would like to ask for the Board's thoughts on a simpler solution. She would view it as a records system to solve the Auditor's Office concerns and a reference system for the public. She would propose wireless mics that connect to a device that would record the meeting to an audio file, lights in front of the members that would be used for asking to be recognized, and long notes taken instead of going back word for word from a tape.

Moritz said she sees conflicts within the Board on what is wanted or needed. She said a decision needs to be made to either supply something that is professional or not and determine what is important as a Board moving forward.

Earnhardt said that this issue has been discussed for several years, and she wanted a system that is user friendly, for staff and the public, and professional.

Kinzer said this is very important and wants the Auditor involved in the process and wants to move forward with this to take care of the public and take care of the Auditor's Office. He said Roland Caldwell, Auditor's Office Operations Manager, sits on the committee and asked if there is another scheduled meeting and would ask Supervisor Holst to also attend.

Hirst said the next meeting is planned for next Monday.

Kinzer said a lot of this can be accomplished by moving meetings to evenings so the public could attend. He said he believes the Board is transparent but that the meetings are not at a convenient time.

Holst said that staff needs direction from the Board on where to go with the RFP.

Hirst said the RFP is being written to allow selecting options a la carte to see what the costs would be for audio only solution versus a video solution, and bring the options back to the Board based on cost. He said the new Board would make the final decision.

Beck said that the direction taken so far has been good to get something in front of the Board to facilitate decision making. He said the base for any system is the recording of meetings.

Moritz asked that in the meantime, why the Board does not want to upload current recordings to the website.

Earnhardt asked about the quality of the current recordings and raised the issue of clearly recording public addressing the Board.

Moritz said the quality is not great but the person running the meeting would have to conduct a stricter and more professionally ran meeting. She said the agenda does not include a time for the public to speak.

Todd McGreevy, Bettendorf resident, asked how closed sessions are being recorded.

Sharma said the closed sessions are recorded on a cassette tape.

McGreevy said there is already a mechanism in place to record closed sessions and that technology would be adequate to record the meetings also. He also made the observation that on the agenda the note taker could write down the minute each item is addressed and someone could just jump to that time on the audio file.

Holst said past usage rate to the website can predict future use, and asked if the RFP would be for a hosted cloud service only. She was hoping to avoid the extra costs of cloud service if possible.

Hirst said they did ask for a hosted cloud service but the RFP does not preclude other solutions.

Kinzer said he wanted the RFP to be brought back to the Board and agrees with putting the audio recordings on the website. He said he wants to see more controlled meetings and time on the agenda for public input.

Moritz also reminded the Board about the upcoming National Voter Registration Day event on September 25, 2018 and invited the Board members to attend, and if desired, speak on the theme of "Our Vote, Our Voice, You Matter." She said it would be at Lafayette Park from 2:00 to 6:00 p.m. She emphasized that the event is a non-partisan event. She said the effort was in partnership with the Housing Coalition and the Rock Island County Clerk's Office. She said the Auditor's Office and the Rock Island Clerk's Office will have tables for voter registration and there will be entertainment and food provided.

Moved by Earnhardt, seconded by Kinzer at 9:38 a.m. a motion to adjourn. All Ayes.

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

ATTEST: Roxanna Moritz
Scott County Auditor