

Story County  
Board of Supervisors Meeting  
Minutes

3/29/2016 - Minutes

1. CALL TO ORDER: 2:00 P.M.

The Board of Supervisors met on 3/29/16 at 2:00 p.m. in the Story County Administration Building. Paul Toot, Rick Sanders, and Wayne Clinton, with Toot presiding. (all audio of meetings: storycountyiowa.gov)

2. PLEDGE OF ALLEGIANCE:

None

3. PUBLIC COMMENT #1:

None

4. AGENCY REPORTS:

- I. Department Of Human Services Quarterly Report - Darin Thompson reported on staffing updates, Decategorization and Community Partnerships for Protecting Children (CPPC), programs, public assistance statistics, food assistance, and Medicaid/Title 19.

5. CONSIDERATION OF MINUTES:

I. 3/22/16 Minutes

Sanders moved, Clinton seconded the approval of Minutes. Motion carried unanimously (MCU) on a roll call vote.

6. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1)pay adjustment in a)Sheriff's Office effective 4/17/16 for Jamie Johnson @ \$1,902.01/bw; b)pay adjustment & step increase for Jamie Schmitz @ \$2,145.64/bw; 2)re-evaluation of position/promotion in Attorney's Office effective 4/3/16 for Casandra Haro-Gonzalez @ \$1,400.00/bw; Monika Hinson @ \$22.08/hr; 3)transfer in Sheriff's Office effective 4/4/16 for Jordan Carman @ \$1,570.78/bw. Clinton moved, Sanders seconded the approval of Personnel Actions. Roll call vote. (MCU)

7. CONSENT AGENDA:

Clinton moved, Sanders seconded to approve the consent agenda with the addition of an Utility Permit #16-54. Roll call vote. (MCU)

I. Consideration Of Agreement Between EVizzit LLC And Story County For 7/Hrs Of Tele-Health Psychiatric Services Per Month Effective 4/1/2016

II. Consideration Of Contract Amendment Between ACS Enterprises Solutions LLC And Story County, Iowa For The Story County Recorder's Real Estate Document Management, Imaging And Work Flow System Effective Effective 4/28/16 - 4/27/17 At Same Pricing

III. Consideration Of Quotation To Purchase Conference Room Furniture Between Department Of Human Services And Storey Kenworthy At \$2,452.65

IV. Consideration Of Security Services Agreement With Strauss Security Solutions For Installation Of Security Access Control For The Story County Justice Center For \$19,667.00

- V. Consideration Of Security Services Agreement With Strauss Security Solutions For Installation Of Web Hosted Security Access Control At Story County Engineer's Building For \$1,830.53
- VI. Consideration Of Security Services Agreement With Strauss Security Solutions For Installation Of Web Hosted Security Access Control System At Story County Administration Building For \$23,574.00
- VII. Consideration Of Security Services Agreement With Strauss Security Solutions For Web Hosting Fees For Security Access Control For The Story County Engineer's Building 4/1/16-3/31/17 For \$280.20
- VIII. Consideration Of Security Services Agreement With Strauss Security Solutions For Web Hosting Fees For Security Access Control For The Story County Justice Center 4/1/16-3/31/17 For \$2,646.84
- IX. Consideration Of Security Services Agreement With Strauss Security Solutions For Web Hosting Fees For The Access Control System At Story County Administration Building 4/1/16-3/31/17 For \$3,462.72
- X. Consideration Of Concession Contract With Lured Bait And Tackle For Firewood And Bait Sales Effective 4/1/16 - 10/31/16
- XI. Consideration Of Allowing Nevada Annual Bike Ride (NABR) To Post Signs As Proposed On May 2, 2016 Between 8 Am - 6 Pm
- XII. Consideration Of Adopt-A-Road Application Renewal Effective 1/1/16 Thru 12/31/16 For: A) #04-01, ISU Pre-Vet Club On W 190th Street From US Highway 69 West To County Road R50 (Geo. Washington Carver); B) # 09-03, Phi Kappa Theta On N. 500th Avenue (R38) From Lincoln Way North To Cameron School Road;
- XIII. Consideration Of IDOT Contract With Reilly Construction Co., Inc. Of Ossian, IA, For Pipe Culvert Replacement On 19th St., 0.06 Mi North Of The Center Of Section 29-83-22 In The Amount Of \$120,330.40 Project # FM-C085(138)- -55-85
- XIV. Consideration Of Resolution #16-46, For Public Hearing On Vacating Portions Of 303rd Street And 720th Avenue, Story County, Iowa
- XV. Consideration Of Boys & Girls Club Of Story County Annual Report
- XVI. Consideration Of Security Services Agreement With Strauss Security Solutions For Installation Of Web Hosted Security Access Control System At Story County Human Services Center For \$8,480.83
- XVII. Consideration Of Security Services Agreement With Strauss Security Solutions For Web Hosting Fees For Security Access Control For The Story County Human Services Center 4/1/16-3/31/17 For \$1,214.60
- XVIII. Consideration Of Utility Permit(S): #16-54  
Motion carried unanimously (MCU) on a roll call vote.

#### 8. PUBLIC HEARING ITEMS:

- I. Consideration Of Paving The Existing Gravel Road, Grant Avenue (530th Avenue) From W 190th Street North 1.5 Miles To The Gilbert City Limits, Story County, Iowa  
Toot clarified the hearing is to obtain public comments for paving the existing gravel road, Grant Avenue, and no action shall be taken. Darren Moon, Engineer, stated the project is included in the current five-year program. Paving projects need to meet IDOT's paving point structure. Sanders asked for additional detail. Moon stated the project meets 40 out of 50 points in the five categories. Moon stated public input is vital. He spoke about issues with the proposed bike lane due to drainage tile and opposition from two property owners. Right-of-way purchase will be necessary regardless. He pointed out other areas of concern, including driveways and traffic. Clinton asked about options. Discussion

took place. Toot opened the public hearing at 2:18 p.m., Connie Toresdahl, Ames, asked about locating a bike path along the railroad. Toot stated purchasing the right-of-way is the issue. Lindsey Beecher, Gilbert Superintendent, stated the main concern is safe route for the kids. Sanders stated paving costs were discussed during the budget work sessions with Story County budgeting to pay for half of the bike path. Gene Upstill, Gilbert, supports the project. Toot, hearing no further comments, closed the public hearing at 2:22 p.m. Clinton asked for details on the process. Moon stated the resolution to pave the road will go before the Board next week; plans will be finalized at a later date. Sanders asked about the timeframe. Moon stated plans will need to be ready within a few weeks. Sanders expressed concern for drainage tile issues. Moon stated he will speak to land owners again.

#### 9. ADDITIONAL ITEMS:

- I. Consideration Of Resolution #16-45, FY17 Appropriations Amendment - Lisa Markley  
Assistant Auditor, reported the resolution is to appropriate 100% of salaries for departments (elected officials' offices already appropriated at 100%). A final FY16 budget amendment will be forthcoming. Sanders moved, Clinton seconded the approval of Resolution #16-45, FY16 Appropriation Amendment. Roll call vote. (MCU)
- II. Discussion And Consideration Of Adding Three Detention Officer Positions Within The Story County Jail  
Paul Fitzgerald, Sheriff, provided background information. John Asmussen, Jail Administrator, reported on the upcoming workload. Micha Anderson, Assistant Jail Administrator, provided analysis on staffing, overtime, shifts, and jail occupancy. Asmussen stated concerns about burnout and liability. Sanders asked for additional information about overtime in the previous year, jail layout, and the number of positions which Anderson provided. Discussion took place. Toot stated he understands the situation but his main concern is funding; the County certified its budget two weeks ago. Fitzgerald acknowledged the timing is not ideal but he needs to raise the issue with the Board. Sanders listed options, including part-time employees. Fitzgerald reported he and his staff have analyzed the option; time spent on training is the same. Asmussen stated scheduling becomes highly problematic under that scenario. Discussion took place. Toot asked Human Resources (HR) to weigh in. Alissa Wignall, HR Director, stated in order to keep part-time employees under the average of 30 hours a week during a twelve-month period is a scheduling nightmare. Sanders directed staff to evaluate funding, budget options, and liability issues.
- III. Discussion And Consideration Of Employee Assistant Program Through Employee & Family Resources Effective July 1, 2016 - Alissa Wignall  
Human Resources Director, reported the program offers employee assistance and the County has budgeted for it in the upcoming fiscal year. The program presented is the best response from bids. The estimated cost is \$5,500.00 and the County budgeted \$6,000.00. Sanders requested statistics on employee usage after six months. Sanders moved, Clinton seconded the approval of Employee Assistant Program. Roll call vote. (MCU)
- IV. Discussion And Consideration Of Classification And Compensation Policy (7 Day Review) - Alissa Wignall  
Human Resources Director, reported on the proposed policy, last updated in 1993. It addresses the current compensation scale, and follows a similar process to the bargaining contracts. It addresses promotions, demotions, merit raises, and interim assignments. Sanders moved, Clinton seconded the approval for the Classification and Compensation Policy for a seven-day review and to return. Roll call vote. (MCU)
- V. Discussion And Consideration Of Performance Management Policy (7 Day Review) - Alissa Wignall  
Human Resources Director, reported the proposed policy dovetails with the proposed classification and compensation policy. The policy provides for regular employee evaluations, feedback, and professional development. Clinton moved, Sanders seconded the approval for the seven-day review and to return. Roll call vote. (MCU)
- VI. Discussion And Consideration Of Self Funding Dental Through Delta Dental And Setting The FY 17 Dental Rates For Plan 1 And Plan 2 The Same As The Current Rates For FY16 - Alissa Wignall

Human Resources Director, reported the Board has been discussing self-insuring for the last 2-3 years. Delta is a large, well-known network. Self-funding allows premiums to remain stable. Debbie Dean, Benefit Source Representative, stated it makes sense for a county of this size to self-fund dental. Wignall stated the County has a budgeted reserve of \$100,000.00. Dean stated estimates are very conservative and may cost less. Sanders moved, Clinton seconded the approval of self-funding dental through Delta Dental as presented. Roll call vote. (MCU)

VII. Discussion And Consideration Of Cemetery Training - Leanne Harter

County Planning and Outreach Manager, reported township officials have requested hands-on training. She requested funding up to \$1,500 in FY17 for the purpose. Training would be scheduled for early September, before harvest season, and will include both classroom, and on-site (cemetery) training. Sanders moved, Clinton seconded the approval of the FY17 funding up to \$1,500.00. Roll call vote. (MCU)

VIII. Discussion And Direction Regarding Financing The Design, Construction And Facilitation Of Certain Improvements And Other Work To Serve The Park Portion Of Phase III "SCCB Park" As Described In The Approved "Agreement For Public Improvements And Other Work Pertaining To The Iowa State University Research Park Phase III" - Leanne Harter And Mike Cox

Sanders stated this is to define the decision-making process. Leanne Harter, County Planning and Outreach Manager, reported this is a follow-up to the Board's earlier action and encompasses a discussion of financing mechanisms. Sanders stated it can be modeled on the Board's actions for Dakins Lake. Dakins Lake utilized urban renewal (UR) and tax increment financing (TIF). The project is economic development so Sanders is comfortable following UR and TIF processes. Toot stated reservations. \$1.2M of TIF from northeast Story County spent west of the interstate raises questions and concerns. The Board needs to prepare for many discussions with the public and amongst its members. Sanders stated we are one County. He directed Harter to outline the TIF process, clarifying the timeline and decision points, and to publish it as many times as necessary. Harter will return with the urban renewal plan draft and get approval of the timeframe.

10. DEPARTMENTAL REPORTS:

None

11. OTHER REPORTS:

I. Discussion Of Draft Secondary Road Construction Program 2017-2021 - Darren Moon

Engineer, stated the five-year plan is an annual discussion and includes road projects, paving projects, local projects, bridge projects, and wish list projects. Sanders directed Moon to add paving 600th Avenue between US Highway 30 and Lincoln Highway to the FY17 schedule and to move two projects ahead in the schedule, some combination of the 590th Avenue bridge, the 250th Street box culvert, and 645th Avenue, into FY17. Sanders stated general fund dollars can pull two projects into FY17. Discussion took place. Moon reported on gravel and reviewed estimated fund balances for FY17-FY21. Sanders stated for Deb Schildroth to work with Lisa Markley on funding. Moon stated he will return next week.

12. PUBLIC FORUM #2:

none

13. LIAISON ASSIGNMENTS & COMMITTEE MEETINGS UPDATES:

None

14. ANNOUNCEMENTS FROM THE SUPERVISORS:

None

15. ADJOURNMENT:

Sanders moved, Clinton seconded to adjourn at 4:26 p.m. Roll call vote. (MCU)