

**JEFFERSON COUNTY BOARD OF SUPERVISORS’
PROCEEDINGS
March 29, 2021**

At 8:34 A.M., Chair Sandquist called the regular meeting of the Board of Supervisors to order.

Board members present were: Dee Sandquist, Chairman; Susie Drish, Vice-Chairman; Daryn Hamilton, Supervisor.

It was moved by Drish, seconded by Hamilton that the minutes for the March 22nd, 2021 meeting be acknowledged. All “Aye”. Motion carried.

The Board met with the County Engineer.

It was moved by Hamilton, seconded by Drish that Dan Miller be re-appointed as the County Weed Commissioner for calendar year 2021. All “Aye”. Motion carried.

It was moved by Drish, seconded by Hamilton that Karen Crossland be re-appointed to the Judicial Magistrate Appointing Commission for a 6-year term through December 31, 2026. All “Aye”. Motion carried.

It was moved by Hamilton, seconded by Sandquist that the following resolutions be approved:

RESOLUTION IN THE JEFFERSON COUNTY SHERIFF’S OFFICE

WHEREAS, Iowa Code section 331.903 states that the number of deputies, assistants, and clerks for each office shall be determined by the board and the number and approval of each appointment shall be adopted by a resolution recorded in the minutes of the board, and

WHEREAS, Jefferson County Sheriff desires to increase one Correctional Officer salary to Correctional Officer Sergeant, therefore,

BE IT RESOLVED by the Board of Supervisors of Jefferson County, Iowa, that the Jefferson County Sheriff is authorized to increase the salary for Correctional Officer Sergeant Codi McCabe

BE IT ALSO RESOLVED by the Board of Supervisors of Jefferson County, Iowa, that Codi McCabe's salary, increases from \$41,874.26 to pay of \$44,048.53 effective April 1st, 2021.

Passed and approved this 29th day of March, 2021

Daryn Hamilton
Dee Sandquist
Susie Drish

ATTEST:
Scott Reneker
Jefferson County Auditor

RESOLUTION IN THE JEFFERSON COUNTY SHERIFF'S OFFICE

WHEREAS, Iowa Code section 331.903 states that the number of deputies, assistants, and clerks for each office shall be determined by the board and the number and approval of each appointment shall be adopted by a resolution recorded in the minutes of the board, and

WHEREAS, Jefferson County Sheriff desires to increase one Correctional Officer salary to Correctional Officer, therefore,

BE IT RESOLVED by the Board of Supervisors of Jefferson County, Iowa, that the Jefferson County Sheriff is authorized to increase the salary for Correctional Officer Donna Dobson

BE IT ALSO RESOLVED by the Board of Supervisors of Jefferson County, Iowa, that Donna Dobson's salary, increases from \$32,500.00 to pay of \$35,593.00 effective April 1st, 2021.

Passed and approved this 29th day of March, 2021

Daryn Hamilton
Dee Sandquist
Susie Drish

ATTEST:
Scott Reneker
Jefferson County Auditor

RESOLUTION IN THE JEFFERSON COUNTY SHERIFF'S OFFICE

WHEREAS, Iowa Code section 331.903 states that the number of deputies, assistants, and clerks for each office shall be determined by the board and the number and approval of each appointment shall be adopted by a resolution recorded in the minutes of the board, and

WHEREAS, Jefferson County Sheriff desires to increase one Correctional Officer salary to Correctional Officer, therefore,

BE IT RESOLVED by the Board of Supervisors of Jefferson County, Iowa, that the Jefferson County Sheriff is authorized to increase the salary for Correctional Officer Sujata Buerklin

BE IT ALSO RESOLVED by the Board of Supervisors of Jefferson County, Iowa, that Sujata Buerklin's salary, increases from \$33,475.00 to pay of \$35,593.00 effective April 1st, 2021.

Passed and approved this 29th day of March, 2021

Daryn Hamilton
Dee Sandquist
Susie Drish

ATTEST:
Scott Reneker
Jefferson County Auditor

It was moved by Hamilton, seconded by Sandquist that the disposal system contractor's license for James M Waterhouse Const. Inc. reinstated. All "Aye". Motion carried.

It was moved by Hamilton, seconded by Drish that the disposal system contractor's license for George Boitnott Enterprises, Inc. DBA Roto Rooter be reinstated. All "Aye". Motion carried.

It was moved by Hamilton, seconded by Drish that the Jefferson County Board of Supervisors approve the Liquor License for This Old Barn LLC. All "Aye". Motion carried.

It was moved by Hamilton, seconded by Drish that the following resolution be approved. All "Aye". Motion carried.

JEFFERSON COUNTY

**TEMPORARY SAFETY PROTOCOLS ON CERTAIN COUNTY OWNED
PROPERTY**

WHEREAS, the Jefferson County Board of Supervisors is required to direct the general custody and control of the courthouse and is required to ensure the health, welfare, and safety of its employees, its property, and its citizens, and,

WHEREAS, the Jefferson County Handbook and other county policies and regulations provide for the safety of County Employees and the public, and,

WHEREAS, the novel coronavirus, SARS-CoV-2, also referred to as COVID-19, is a virus that is highly contagious and primarily spreads from person to person and can result in serious illness, long-term negative health impacts or death, and

WHEREAS, COVID-19 continues to pose an immediate threat to the public health of Jefferson County residents and visitors, and

WHEREAS, the Jefferson County Board of Supervisors desire to lead by example by participating in a community-wide response to the COVID-19 pandemic, and

WHEREAS, the Jefferson County Employee Handbook specifically states the expectation that the employee will dress in a manner as to reflect favorably upon the employee and the County, and,

WHEREAS, Jefferson County wants to clearly state its policies related to the pandemic response, now therefore,

BE IT RESOLVED, by the Board of Supervisors of Jefferson County, Iowa:

1. Appropriate face masks are required of all employees and visitors in the following county-owned buildings:
 - Jefferson County Courthouse.
 - Jefferson County Attorney's Office (51 W Hempstead).
 - Jefferson County Public Health Office, grounds (200 W Briggs).
 - Jefferson County Engineer's Office.

100% usage is expected with the following exceptions:

- Any person who is alone in an office,
- Children under the age of 2,
- Persons with a legitimate medical condition that precludes the wearing of a face covering.

2. Appropriate face masks are required of all employees traveling together in a county-owned vehicle unless said employee is the only person in the vehicle.
3. Each County Office is encouraged to allow employees to work from home if it is feasible.

This policy was originally effective until February 2, 2021 unless sooner cancelled or extended by action of the Board of Supervisors. On January 25, 2021 the Board of Supervisors unanimously voted to extend this policy until April 1, 2021 unless sooner cancelled or extended by the Board.

BE IT FURTHER RESOLVED, that the Board **EXTENDS** this policy until **June 1, 2021** unless sooner cancelled or extended by the Board. This action continues to be necessary as the state-wide public health disaster emergency remains active.

Supervisors discussed the nuisance property clean up list.

Hamilton reported on his SIADSA and SIDCA meetings. Drish reported on her 10-15 Transit meeting. Sandquist reported that she'd met with Pat McAvan regarding Urban Renewal and other counties regarding County Engineer job descriptions. She also reported on her Regional Housing Trust Fund meeting.

Public comments: None.

It was moved by Drish, seconded by Hamilton to allow the claims against the county and to direct the county auditor to issue checks against the various funds of the county in payment of the claims allowed. All "Aye". Motion carried.

At 9:30 A.M., it was moved by Drish, seconded by Hamilton to open the public hearing on the Fiscal Year 2022 budget.

BE IT REMEMBERED, that on this 29th day of March, 2021 at 9:30 A.M., the County Board of Supervisors of Jefferson County, Iowa, met for the purpose of a hearing upon the 2022 Fiscal Year county budget proposal as filed with this Board.

THEREUPON, the Notice of Public Hearing has according to law been published in the two official newspapers: The Southeast Iowa Union/Fairfield Ledger and Clarion-Plainsman. Thereafter and on said day, that estimate was taken up and considered and taxpayers and officials heard for or against said estimate were as follows: None.

It was moved by Hamilton, seconded by Drish that the public hearing on the Fiscal Year 2022 budget be closed.

It was moved by Hamilton, seconded by Drish to approve the following resolution:

NOW, THEREFORE BE IT RESOLVED, by the Jefferson County Board of Supervisors that the 2021 – 2022 Fiscal Year county budget and Certification of Taxes be adopted with maximum expenditures set out as follows:

Public Safety and Legal Services	\$ 3,811,087
Physical Health and Social Services	\$ 829,903
Mental Health, ID & DD	\$ 823,666
County Environment and Education	\$ 753,494
Roads & Transportation	\$ 4,319,000
Government Services to Residents	\$ 638,556
Administration	\$ 1,728,718
Nonprogram Current	\$ 0
Debt Service	\$ 852,405
Capital Projects	\$ <u>3,063,506</u>
TOTAL	\$16,820,335

AYES:
Dee Sandquist
Susie Drish
Daryn J. Hamilton

NAYS:
None

ATTEST:
Scott D. Reneker
County Auditor

It was moved by Drish, seconded by Hamilton to approve the following resolution:

NOW, THEREFORE BE IT RESOLVED, by the Jefferson County Board of Supervisors that the schedule of proposed expenditures be appropriated as follows to the various county departments for the fiscal year ending June 30, 2022.

Board of Supervisors	\$ 1,627,066
Auditor	\$ 410,086
Treasurer	\$ 393,860
Attorney	\$ 526,894
Sheriff	\$ 3,151,193
Recorder	\$ 265,073
County Engineer	\$ 6,951,000
Veteran's Affairs	\$ 44,840
Conservation Board	\$ 533,121
Health Board	\$ 464,592
Weed Commission	\$ 3,000
Social Services	\$ 66,905
Environmental Health	\$ 83,078

Medical Examiner	\$ 45,000
District Court	\$ 109,000
General Relief	\$ 81,550
Mental Health Administration	\$ 831,166
Nondepartmental	<u>\$ 1,232,911</u>
TOTAL	\$16,820,335

AYES:
Dee Sandquist
Susie Drish
Daryn J. Hamilton

NAYS:
None

ATTEST:
Scott D. Reneker, County Auditor

At 10:30 A.M., Supervisors met with department heads.

There being no further business, it was moved by Hamilton, seconded by Drish to adjourn.

ATTEST:
Scott D. Reneker
County Auditor

Dee Sandquist, Chairman
Board of Supervisors