

Floyd County Board of Supervisors Meeting
April 26, 2021, 9:00 AM

UNAPPROVED MINUTES

The Floyd County Board of Supervisors met in the Assembly Room of the Floyd County Courthouse with the following in attendance: Supv Linda Tjaden, Supv Doug Kamm and Supv Roy Schwickerath.

Kamm/Schwickerath moved to approve the agenda as presented. Motion carried 3-0.

Public comment:

Updates on various boards/commissions/activities: Supv Kamm attended a Conservation open house, a Floyd-Mitchell-Chickasaw Early Childhood Iowa meeting, and an airport authority meeting. Supv Schwickerath attended a Central Iowa Juvenile Detention Center meeting. Supv Tjaden presented at a Rotary and attended the following meetings: Veteran Affairs, a conditional use permit hearing for the Living Hope Mennonite Church (LHMC), Soil and Water Conservation District regarding the LHMC project in the Washington School Watershed Priority Area #3, and Decat. Supv Schwickerath and Tjaden attended an Environmental Systems Research Institute meeting offered through Business Improvement. All three supervisors attended Dave Lensing's retirement party.

The Board will review claims individually.

Law enforcement center/courthouse project: Brian Shindelar, Samuels Group Site Superintendent, provided contractor updates: Dean Snyder is taking down scaffolding in the public elevator; Young Plumbing is installing sinks in dispatch area and working on the kitchen oven hood; Young Heating is finishing up duct work around the control station, dorms and library; Paulsen Electric is finishing up wiring in the mechanical room; TriCity is working in the server room; Communication Innovators is working on data for doors, cameras and intercoms; Jennings Painting finished painting doors in booking area, doors that needed to be repainted are finished and will be moving to exercise room; Personified Insulation is insulating piping in the mechanical room; G&R Construction will be back this week to cut in borders and finish more ceiling; Wicks Construction has been sealing floors in storage areas and hopefully will be back this week with more sealant that they haven't been able to get because of COVID; Sweeper is waiting for wall panels to be cleaned and should have installers for windows here by the end of the week; Shindelar is waiting on pieces shorted for the inmate elevator; ProWall finished exterior ceiling to the lobby; City of Charles City did a walkthrough on Friday and are waiting to see from officials if training could be conducted and have been talking about the courthouse remodel; the parking lot work is scheduled to start next week, some fencing will come down on Thursday, sidewalk signs will be put in place and the county needs to visit with the adjacent property owner about moving buses. There is an Owner-Architect-Contractor meeting today. Discussion included PCO #71 Fire Curtain-Combined for \$2,014.64; waiting for more information as to why this was not included in PCO #64 Fire Marshal Clarifications. A potential change order should be coming forward for the \$6,105 cost for muntins inside the windows will be considered at a later date. In response to the April 12 minutes that reflect PCO #70 Exterior Aluminum Signage was missing in spec, Bill Huey, Prochaska representative, maintains that contract documents consist of both drawings and spec and being it was in addendum #2 as a late addition to the project, they did not write as spec but did note the drawings and provided an enlarged detail of the area for the signage, calling out the type of font, material and electrical feed and felt that information was enough for a sign company to put in a proposal and go forward without being in the specs. Tim Norland, Project Manager, bids are based on specifications calling out the scope of work but the specifications had nothing for metal letters and nothing tying the letters to any scope of work. Supv Schwickerath commented that we have done change orders for items that were on the print design but not in the spec and is concerned why this would be different than others. Sid Samuels, Samuels Group owner, added that typically a category is assigned to a bid category triggered by the specification section and the other way to do this is through a clarification. Norland did get two bids but this would be an additional cost to the county because it was not bid. Supv Kamm commented that this makes Prochaska's estimates for the project further off.

The Board noted the hiring of Jennifer Solomon, 911 Administrator/Secretary, starting May 3 at a wage of \$15 per hour. Workstation will be the front desk in the Zoning/EMA office and space for Bernie Solomon, IT Director, temporary relocated until courthouse updates are completed. Auditor Carr mentioned that Kathy Herrick, current 911 administrator, informed her of a contract for 911 services with the City of Charles City which will need to be ended and a new contract entered into between the county and 911. Herrick sent an e-mail to State 911 to see if the 911 wages could come directly out of the 911 fund/budget or if the county would have to take them out of another budget and then bill 911 for 40% the administrator's data base management services.

The Board discussed COVID-19 signage and screening. Discussion included screening not being required by the board but could be a tool to utilize as they see appropriate, keep signage for facemasks recommended but it is left up to the department to mandate their area, and updating Infectious Disease Action Plan. Supv Tjaden will bring the topic up at the May Department Head meeting.

Ron James and Tom Bock, Community Emergency Response Team representatives, visited with the Board regarding options to establish a 501c3 or having the county hold funds for the organization. Their expenses would be for things such as medical/first aid supplies, equipment, batteries, flashlights, hats, vests, backpacks, and CPR certifications and revenues would primarily be donations. Auditor Carr commented that she visited with Randy Tilton, Asst County Attorney, believed that either option seemed doable and donations would be eligible for income tax deductions for either option. Carr also spoke with Elizabeth Thyer, Gardiner & Company CPA, who said many CERTs are transitioning to 501c3 entities but it could be done as a county custodial fund and would obligate the county to have a clear statement of how the county would identify the use of county sources, such as staff time, checks, etc., as a public purpose and the board would be responsible to make sure each claim serves a public purpose. James and Bock mentioned that CERT uses county trailers in events and its volunteers are covered by the county. Consensus was that CERT's role is to support county disaster events which seems appropriate as a valid public purpose but we need to make sure we are doing this correctly. Supv Tjaden is going to follow up with other Emergency Management Coordinators to see how CERTs in other areas function. Carr commented that should the county move forward with a custodial account, CERT would need to provide bylaws that clearly state who has authority to submit claims for payment and will follow up on insurance coverage; James and Bock will review their bylaws.

Future agenda items: COVID-19 signage, masks and Infectious Disease Action Plan; Washington School Watershed Priority 3-Living Hope Mennonite Church project and easement amendment, Iowa Chapter 21 and 22 Open Meetings and Records training, FY22 Budget Protest hearing regarding board of supervisor attendance; vacancies on Compensation Condemnation Board; and hiring attorney for LEC/Courthouse contract re-negotiations.

Kamm/Schwickerath moved to adjourn. Motion carried 3-0.

ATTEST: _____
Gloria A. Carr
Floyd County Auditor

Linda Tjaden, Chair
Floyd County Board of Supervisors