

June 25, 2019

Meeting of the Clayton County Board of Supervisors at their office, 600 Gunder Road, Elkader, Iowa.

Present: Steve Doepcke and Ray Peterson

Absent: Sharon Keehner

Guests: Myron Phelps, Mike Tschirgi, Sue Meyer, Justin Flage, Linda Zuercher, Patti Ruff, Jenna Pollock, Jean Gage, Sarah Moser, Pam Vaske, Brad Chrisman

Doepcke moved, Peterson seconded to approve a cigarette permit renewal for PromiseLand Winery. Ayes: Doepcke, Peterson. Motion carried.

Doepcke moved, Peterson seconded to approve renewal of a Class C Liquor License with Outdoor Service and Sunday Sales for Tri-City Golf Club. Ayes: Doepcke, Peterson. Motion carried.

The resolution for FY2019 Departmental Appropriation Changes was not needed.

Doepcke moved, Peterson seconded to approve claims as presented. Ayes: Doepcke, Peterson. Motion carried.

Doepcke moved, Peterson seconded to approve resolution #16-2019 "FY2020 Wage Certifications". Roll Call Vote: Doepcke-aye, Peterson-aye. Motion carried.

**RESOLUTION #16-2019
FY2020 WAGE CERTIFICATIONS**

WHEREAS, July 1, 2019, begins a new fiscal year which necessitates the certification of deputy, clerk and a variety of other employees' wages effective July 1, 2019;

WHEREAS, the Conservation Board staff wages are set by the County Conservation Board, the Assessor's Office staff is set by the Conference Board, and the EMA Director's is set by the Emergency Management Board.

WHEREAS, action has already been taken on the Sheriff's union contract;

WHEREAS, the county officials were determined at the time of the county budget hearing and are as follows: County Auditor, Recorder, & Treasurer-\$58,096; County Attorney-\$72,819; County Sheriff-\$73,917; Chair, Board of Supervisors-\$32,179; County Supervisors-\$31,679;

THEREFORE BE IT RESOLVED by the Board of Supervisors of Clayton County, that the following deputy salary percentages were certified for the fiscal year ending June 30, 2020:

Employee	Position	Percentage
Peggy K. Lane	First Deputy Auditor	85%
Taylor Alexie	Deputy Auditor - Accounts Payable	70%
Amy Bahnsen	Deputy Auditor - Elections	70%
Audrey Tschirgi	Deputy Treasurer - Tax	66%
Josie Fettkether	Deputy Treasurer - Universal	66%
Cathy White	Deputy Treasurer - Motor Vehicle	80%
Larita Hamlett	Deputy Treasurer - Drivers' License	80%
Sandra Ashline	Deputy Treasurer - Drivers' License	80%
Rhonda Donlon	First Deputy Recorder	85%
Debra Tyer	Second Deputy Recorder	85%
Steve Holst	Chief Deputy Sheriff	85% + longevity
Brent Ostrander	Sergeant & Deputy Sheriff - Criminal Investigator	83% + .50/hr. + longevity
Mark Kautman	Deputy Sheriff - Criminal Investigator	83% + longevity
Randall Klein	Deputy Sheriff - Patrol	82% + longevity
Craig Johnson	Deputy Sheriff - Patrol	82%
Jedediah Jones	Deputy Sheriff - Patrol	82%
Matthew Moser	Deputy Sheriff - K-9 Handler	83% + longevity
Jack Ostrander	Deputy Sheriff - Patrol	82% + longevity
Tim Engelhardt	Deputy Sheriff - Patrol	82%
Dylan Rumph	Deputy Sheriff - Traffic Investigator	83%

BE IT FURTHER RESOLVED that the following employee wages are certified:

Employee	Position	Pay
Justin Flage	Interim IT Director	\$51,250/yr.
Anne E.H. Kruse	Assistant Co. Attorney	\$54,000/yr.
Sarah Whittle	Attorney Secretary	\$18.25/hr.
Tammy Sylvester	Sheriff Administrative Assitant	\$22.38/hr.+ longevity
Chad Werger	Jail Administrator & E911 Coordinator	\$62,730/yr.
	Sheriff Reserve Officers	\$15.84/hr.
Dave Tschantz	Court Security/Jailer	\$16.55/hr.
Paul Bazyn	Court Security/Jailer	\$15.84/hr.
Terry Puelz	Part-time Maintenance Custodian, Jail	\$26.08/hr.
Bruce Trapp	Transport Officer	\$19.01/hr.
John Bell	Transport Officer	\$19.01/hr.
Myron Phelps	Custodian - Courthouse, Jail, Office Bldg.	\$39,427/yr.
Kris Phelps	Custodian - Courthouse, Jail, Office Bldg.	\$39,427/yr.
Patti Ruff	Health & Zoning Administrator	\$49,138/yr.
Jean Gage	CPC, Veteran Affairs, General Relief Director	\$20.59/hr.
Sheryl Stoffel	Veteran Affairs Assistant	\$11.61/hr.
	Township Trustees and Clerks	\$20.00/day
Ed Patrick	Head Garbage Monitor	\$14.00/hr.
Richard Bahls	Garbage Monitor	\$13.50/hr.
Walter Lutz	Garbage Monitor	\$13.50/hr.

Doepcke moved, Peterson seconded to approve resolution #17-2019 "FY2020 Operating Transfer Authorization". Roll Call Vote: Doepcke-aye, Peterson-aye. Motion carried.

**RESOLUTION #17-2019
FY2020 OPERATING TRANSFERS**

WHEREAS, because of legal restrictions in regard to budgeting and the use of levies it becomes necessary to make operating transfers between funds,

WHEREAS, the County Auditor monitors the need for these transfers,

WHEREAS, a calculation needs to be done to determine the exact maximum budget transfer amount for the fiscal year,

THEREFORE BE IT RESOLVED, by the Board of Supervisors of Clayton County, Iowa, that the County Auditor, is authorized to make operating transfers as prescribed by and in accordance with the adopted budget for fiscal year ending June 30, 2020, as the need arises for such transfers throughout the year. Those budgeted amounts are:

Fund Transfer from	Fund Transfer to _____	Amount
Rural Services Basic Fund	Secondary Road Fund	\$1,750,000

Doepcke moved, Peterson seconded to approve resolution #18-2019 "FY2020 Departmental Appropriations". Roll Call Vote: Doepcke-aye, Peterson-aye. Motion carried.

**RESOLUTION #18-2019
FY2020 DEPARTMENTAL APPROPRIATIONS**

WHEREAS, it is desired to make appropriations for all officers and departments for the fiscal year beginning July 1, 2019, in accordance with Section 331.434, Subsection 6, Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Clayton County, Iowa, as follows:

Section 1. The amounts itemized by fund and by department or office are hereby appropriated as per adopted budget and presented in the following table:

DEPARTMENT/OFFICE	TOTAL	DEPARTMENT/OFFICE	TOTAL
Board of Supervisors	\$176,273	Conservation	\$965,261

Auditor	\$376,250	Board of Health	\$213,231
Treasurer	\$444,403	Social Welfare	\$6,400
Attorney	\$239,959	Care Facility	\$25,500
Sheriff	\$1,794,964	Medical Examiner	\$50,000
Communications	\$450,796	Jail/Correctional Services	\$701,658
Recorder	\$263,508	Court Administration	\$90,979
Courthouse	\$152,833	Historic Preservation	\$2,050
Office Building	\$133,233	General Services	\$16,800
Economic Dev. Office Bldg.	\$6,000	Data Processing	\$398,789
Civil Service Commission	\$903	Health & Zoning	\$108,736
General Relief	\$48,702	Pioneer Cemetery Comm.	\$2,000
Secondary Rds/Eng.	\$9,288,418	Mental Health	\$634,184
Veteran Affairs	\$93,081	Non-Departmental	\$3,305,745
		GRAND TOTAL:	\$19,990,656

Section 2. Subject to the provisions of other county procedures and regulations and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer to make expenditures or incur obligations from the itemized fund, effective July 1, 2019.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

Section 4. If at any time during the 2019/2020 budget year the Auditor ascertains that, the available resources of a fund for that year will be less than said fund's total appropriations, the Auditor shall immediately inform the Board of Supervisors and recommend appropriate corrective action.

Section 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor shall report the status of such accounts to the applicable departments and offices monthly, during the 2019/2020 fiscal year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of the business on June 30, 2020.

Doepcke moved, Peterson seconded to approve and authorize the chair to sign an agreement to purchase Tyler Content Manager imaging software per the recommendation of Information Technology Director Justin Flage. Ayes: Doepcke, Peterson. Motion carried.

The Board attended the countywide safety meeting.

Attest:

Ray Peterson
Chairperson, Board of Supervisors

Jennifer Garms
Clayton County Auditor