

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
WEDNESDAY, MARCH 11, 2020 10:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.
Present: Chairperson Rogers, Vice Chairperson Oleson (via phone) and Supervisor Walker. Board members voting "AYE" unless otherwise noted.

Chairperson Rogers called the meeting to order and led the pledge of allegiance.

Motion by Rogers, seconded by Walker to approve Consent Agenda as follow:

Receive and place on file the Veteran Affairs Monthly report for February 2020

Resolution 2020-3-33

A Resolution approving a one lot final plat to be named Rundle First Addition.

The following description is a summary of Resolution No. as passed and approved by Linn County Board of Supervisors, effective March 11, 2020.

Rundle First Addition (Case # JPS19-0007) to Linn County, Iowa, containing two (2) lots, numbered lot 1 and lettered lot A, a subdivision of real estate located in the SW NE 13-83-06 of Section 13 , Township 83 North, Range 6 West of the 5th P.M., Linn County, Iowa, described as follows: Commencing at the N ¼ Corner of said Section 13; thence S000 52'38'' along west line of the NE ¼ of said Section 13, 1321.22 feet to the NW Corner of said SW ¼ NE ¼; thence N88026'26''E along the north line of said SW ¼ NE ¼, 421.88 feet to the Point of Beginning; thence N880 26'26''E continuing along said north line, 281.23 feet; thence S000 35'07''W, 561.91 feet; thence S880 26'52''W, 265.12 feet; thence N010 03'03''W, 561.46 feet; to the Point of Beginning containing 3.52 acres.

The full text of the Resolution may be inspected in the Linn County Auditor's Office located at 935 Second Street SW, Cedar Rapids, Iowa, during regular business hours, 8:00 a.m. to 4:30 p.m. Monday through Friday or on the Linn County website at www.linncounty.org

Resolution 2020-3-34

A Resolution approving a one lot final plat to be named Buelow Addition.

The following description is a summary of Resolution 2020-3-34 as passed and approved by Linn County Board of Supervisors, effective March 11, 2020.

Commencing at the Southeast Corner of the Northeast Quarter of the Southwest Quarter of Section 29, Township 84 North, Range 8 West of the Fifth Principal Meridian; thence S88°52'08"W along the south line of said Northeast Quarter of the Southwest Quarter, 278.30 feet to the point of beginning; thence continuing S88°52'08"W, 280.88 feet; thence N0°26'19"W, 200.99 feet; thence N86°22'59"E, 277.15 feet; thence S1° 33'07"E, 213.00 feet to the point of beginning.

The full text of the Resolution may be inspected in the Linn County Auditor's Office located at 935 Second Street SW, Cedar Rapids, Iowa, during regular business hours, 8:00 a.m. to 4:30 p.m. Monday through Friday or on the Linn County website at www.linncounty.org

Resolution 2020-3-35 ESTABLISH SPEED LIMIT

WHEREAS, portions of Shellsburg Road and Blairs Ferry Road are located in the city of Palo and unincorporated Linn County, and

WHEREAS, it is good engineering practice to provide uniform, consistent speed limits.

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors, meeting in regular session, and upon recommendation of the Linn County Engineer that the public would be better served and safety enhanced by changing the speed limit as follows:

35mph on Shellsburg Road from a point approximately 80 feet west of the westerly right-of-way line of Creek Ridge Drive to its intersection with Blairs Ferry Road/Hollenbeck Road in sections 19 & 20-84-8.

35mph on Blairs Ferry Road from a point west of Cedar River Drive to its intersection with Shellsburg Road in section 20-84-8.

The Board of Supervisors declares these signs to be legal, valid and enforceable and directs the County Engineer to erect said signs in accordance with the provisions of the Code of Iowa.

Resolution 2020-3-36

AUTHORIZE ROAD CLOSURES FOR CONSTRUCTION

WHEREAS, construction work will begin on various Linn County projects, and

WHEREAS, projects on the following list are expected to be under construction during 2020:

PROJECT NUMBER	PROJECT DESCRIPTION
BROS-SWAP-C057(139) -- FE-57	Bridge replacement on Jordans Grove Rd over Wapsipinicon River
BRS-SWAP-C057(143) -- FF-57	Bridge replacement on Central City Rd over W Otter Creek
M-BOY SCOUTS RD(20)	HMA paving on Boy Scouts Rd & Duck Pond Rd from Bridge #408 north to Sawyer Rd
STBG-SWAP-C057(138) -- FG-57	PCC overlay & roundabout at N Alburnett Rd on

	County Home Rd from N Center Point Rd to Bridge #2238
STBG-SWAP-C057(142) - - FG-57	PCC paving – grade & replace on County Home Rd at C Ave Ext roundabout
FM-C057(144) - - 55-57	HMA resurfacing on W Mt Vernon Rd from O’Connor Rd to 3 rd Ave in city of Mt Vernon
M-FAIRCHILD RD	Rock overlay on portions of Fairchild Rd
M-ALICE RD	Rock overlay on portions of Alice Rd
M-RAILVIEW RD	Rock overlay on portions of Railview Rd
M-SUTTON/AUSTIN RD/SCOTT RDS	Rock overlay on portions of Sutton Rd, Austin Rd & Scott Rd
M-ROLLING ACRES RD	Rock overlay on portions of Rolling Acres Rd
M-BIG SPRINGS RD	Rock overlay on portions of Big Springs Rd
M-PRAIRIE CHAPEL RD	Rock overlay on portions of Prairie Chapel Rd
M-AUSTIN RD	Rock overlay on portions of Austin Rd
M-BURLINGHAM/SAWYER RDS	Rock overlay on portions of Burlingham Rd & Sawyer Rd
M-OLD CHURCH/LINN-JONES RDS	Rock overlay on portions of Old Church Rd & Linn-Jones Rd
M-KULA/WAGNER/RED BRIDGE/AMMETER RDS	Rock overlay on portions of Kula Rd, Wagner Rd, Red Bridge Rd & Ammeter Rd
M-SOUTHVIEW RD	Rock overlay on portions of Southview Rd
M-MOYNIHAN RD	Rock overlay on portions of Moynihan Rd
M-BERGER LN/SISLEY GROVE RD NW	Rock overlay on portions of Sisley Grove Rd NW
M-YATES RD/LINN DR	Rock overlay on portions of Yates Rd & Linn Drive
M-HOLLENBECK/LEWIS BOTTOMS/ PLEASANT CREEK/MCCLINTOCK RDS	Rock overlay on portions of Hollenbeck Rd, Lewis Bottoms Rd, Pleasant Creek Rd & McClintock Rd
M-CEDAR HEIGHTS/WILLIAMS LAKE RDS	Rock overlay on portions of Cedar Heights Rd & Williams Lake Rd
M-MOHLER RD	Rock overlay on portions of Mohler Rd
M-LINN-BENTON/MCVAY RDS	Rock overlay on portions of Linn-Benton Rd & McVay Rd
M-THARP/WALFORD RDS	Rock overlay on portions of Tharp Rd & Walford Rd
M-JANSA RD	Rock overlay on portions of Jansa Rd
M-PRAIRIE SCHOOL RD	Rock overlay on portions of Prairie School Rd
M-BANNER VALLEY/CAIRNS/NEDERHISER RDS	Rock overlay on portions of Banner Valley Rd, Cairns Rd & Nederhisier Rd
M-GILLETTE LN	Rock overlay on portions of Gillette Ln
M- HINDMAN RD	Rock overlay on portions of Hindman Rd
M-LINN GROVE /BOLTON MANOR RDS	Rock overlay on portions of Linn Grove Rd & Bolton Manor Rd
M-O’CONNOR RD	Rock overlay on portions of o’Connor Rd
M-PLEASANT HILL RD	Rock overlay on portions of Pleasant Hill Rd
BOY SCOUTS/DUCK POND RDS	Seal coat on Boy Scouts Rd & Duck Pond Rd from Bridge #408 to Sawyer Rd
OLD RIVER RD	Seal coat on Old River Rd from Big Bend Rd to Cedar Bend Ln

NOW, THEREFORE, BE IT RESOLVED that the Linn County Board of Supervisors hereby authorize the above roads and/or portions thereof, to be closed to public travel during the construction period, and further authorize and direct the County Engineer to post appropriate signs, when and

as necessary to protect both the work and the traveling public, in accordance with Chapter 306 of the Code of Iowa and the Manual on Uniform Traffic Control Devices.

Award bids and authorize Chair to sign contracts for the following rock overlay projects:

- Alice Rd from Central City Rd to Walker Rd to Wendling Quarries, Inc. for \$99,870.30
- Ammeter Rd from Red Bridge Rd to Upper Boulder Rd to Wendling Quarries, Inc. for \$11,738.40
- Austin Rd from Sutton Rd to Hwy 13 to Weber Stone Co. for \$15,240.00
- Banner Valley Rd from Sunrise Dr to Palisades Access Rd to Moyna Materials for \$29,911.50
- Berger Ln from E Ave NW to Dead End to Crawford Quarry for \$7,071.55
- Big Springs Rd from Hwy 13 to Hindman Rd to Wendling Quarries, Inc. for \$14,702.20
- Bolton Manor Rd from Springville Rd to Linn-Jones Rd to Wendling Quarries, Inc. for \$45,331.50
- Burlingham Rd from Prairieburg Rd to Edwards Rd to Wendling Quarries, Inc. for \$17,330.20
- Cairns Rd from Rogers Grove Rd to Palisades Access Rd to Moyna Materials for \$8,717.00
- Cedar Heights Rd from Lewis Access Rd to High Woods Rd to Wendling Quarries, Inc. for \$29,625.15
- Fairchild Rd from Hannen Rd to Linn-Buchanan Rd from Wendling Quarries, Inc. for \$53,255.70
- Gillette Ln from Hwy 1 to W Main St to Moyna Materials for \$10,755.00
- Hindman Rd from Hwy 151 to Martin Creek Rd to Wendling Quarries, Inc. for \$44,957.10
- Hollenbeck Rd from Bear Creek Rd to Power Plant Rd to Crawford Quarry in the amount \$4,660.00
- Kula Rd from Prairieburg Rd to Dead End to Wendling Quarries, Inc. for \$1,381.80
- Lewis Bottoms Rd from Power Plant Rd to McClintock Rd to Crawford Quarry for \$30,511.35
- Linn Dr from Chain Bridge Rd to Palo City Limits to Crawford Quarry for \$9,366.60
- Linn Grove Rd from Hwy 151 to Martelle Rd to Wendling Quarries, Inc. for \$32,289.00
- Linn-Jones Rd from Old Church Rd to Burlingham Rd to Wendling Quarries, Inc. for \$24,110.10
- McClintock Rd from Palo Marsh Rd to Dead End to Crawford Quarry for \$7,071.55
- Mohler Rd from N Center Point Rd to Lafayette Rd to Wendling Quarries, Inc. for \$14,421.75
- Moynihan Rd from Wright Brothers Blvd W to Walford Rd to Crawford Quarry for \$9,844.25
- Nederhiser Rd from Ivanhoe Rd to Dolezal Rd to Moyna Materials for \$11,339.00
- Old Church Rd from Baker Rd to Linn-Jones Rd to Wendling Quarries, Inc. for \$20,879.10
- Pleasant Creek Rd from Lewis Bottoms Rd to Dead End to Crawford Quarry for \$8,306.45
- Prairie Chapel Rd(2) from Springville Rd to Stone City Rd to Wendling Quarries, Inc. for \$40,540.50
- Prairie Chapel Rd(1) from Hwy 13 to Dead End (east of Whittier Rd) to Wendling Quarries, Inc. for \$46,720.00
- Prairie School Rd from Ely Rd to Jappa Rd to Moyna Materials for \$15,356.25
- Railview Rd from Valley Farm Rd to Paris Rd to Wendling Quarries, Inc. for \$16,162.20
- Red Bridge Rd from Whitney Rd to Wagner Rd to Wendling Quarries, Inc. for \$28,087.20
- Sawyer Rd from Prairieburg Rd to Dead End to Wendling Quarries, Inc. for \$5,609.25
- Scott Rd from Austin Rd to County Home Rd to Wendling Quarries, Inc. for \$51,324.00
- Sisley Grove Rd NW from E Ave NW to Ellis Rd to Crawford Quarry for \$13,875.15
- Southview Rd from Edgewood Rd Hwy 151 to Crawford Quarry for \$21,715.60
- Sutton Rd from Burnett Station Rd to Austin Rd to Weber Stone Co. for \$28,440.00
- Tharp Rd from 18th St SW to 6th St SW to Moyna Materials for \$10,422.50
- Wagner Rd from Prairie Main Rd to Red Bridge Rd to Wendling Quarries, Inc. for \$11,523.05
- Walford Rd from 6th St SW to Club Rd to Moyna Materials for \$12,512.50
- Williams Lake Rd from Quail Ridge Rd to Greens Grove Rd to Wendling Quarries, Inc. for \$13,286.00
- Yates Rd from Linn-Benton Rd to Covington Rd to Crawford Quarry for \$19,793.35

Approve and authorize Chair to sign the GASB 75 Actual Valuation Engagement Letter with the Howard E Nyhart Company (Nyhart) for \$6,250 in Fiscal Year 2020 and \$2,250 in Fiscal Year 2021

Approve and authorize Chair to sign a Certificate of Insurance so Election Services may utilize space at Lindale Mall as a satellite voting location for the 2020 general election.

Approve and authorize Chair to sign a contract between Linn County and the Baker Group for card access regarding the Mental Health Access Center remodel project for \$26,950

Approve and authorize Chair to sign a contract between Linn County and Siemens for the building automation controls regarding the Mental Health Access Center remodel project for \$62,892

Approve and authorize Chair to sign a contract between Linn County and Multi Vista for project documentation regarding the Mental Health Access Center remodel project for \$5,580

Approve and authorize Chair to sign 36 month lease agreement at \$116.99 per month for a copier with Gordon Flesch Company, Inc. for Planning and Development.

Approve and authorize Chair to sign 36 month lease agreement at \$295.87 per month for a copier with Gordon Flesch Company, Inc. for Planning and Development.

Approve and authorize Chair to sign 36 month lease agreement at \$322.48 per month for a copier with Gordon Flesch Company, Inc. for the Correctional Center.

Approve and authorize Chair to sign 36 month lease agreement at \$227.77 per month for a copier with Gordon Flesch Company, Inc. for the County Attorney - Civil.

Approve and authorize Chair to sign a purchase order #5614 for \$28,736.68 to Karl Chevrolet for a 2020 Chevy Bolt all electric hybrid for Public Health.

Approve and authorize Chair to sign purchase order #5615 for \$6,055.00 to CDWG for scanners to the IT Department for installation in various departments to assist with the implementation of the new GovSense program.

Approve and authorize Chair to sign purchase order #5616 for \$82,432 to Iowa Prison Industries for dining/seating replacement tables for the Correctional Center.

Motion by Rogers, seconded by Walker to approve minutes of March 3 & 4, 2020 as printed.

Motion by Rogers, seconded by Walker to add the following nonscheduled agenda item pursuant to Chapter 21.4 to discuss Linn County's business continuity plan. The reason for this unscheduled agenda is that situations are changing constantly and it is appropriate not to wait for another board meeting. This is Linn County's response for COVID-19 preparedness and the urgency to designate a Continuity Officer.

Pramod Dwivedi, Public Health Dir., stated that whenever there is a public health crisis, they follow a very rigid guidance. They have a preparedness plan and based on that plan they have activated a limited incident command structure in the department and he is the Incident Commander. They have installed a Public Information Officer (PIO) as well as a Liaison. They are ready to meet with all partners in the community (EMA, hospitals, schools and other partners) as well as getting constant guidance from the state and federal government. There are no cases at this point in Linn County.

Steve Estenson, Risk Manager, stated that he has a Business Continuity Plan that they have exercised in the past. By enacting that Plan and as naming him the Continuity Officer, he will be allowed to have conversations with Elected Officials and Department Heads on operations specific to Linn County. It also allows if there are resources needed for those operations, it allows him to find those resources and procure those resources. It also allows him to team with leadership on decisions that need to be made and present to the Board as they relate to Linn County's organization and how it operates (interact with the public and employees). It allows a lot of tools to be used by enacting that process. Estenson explained that this was started during the 2008 flood when a 24 hr. notice is not reasonable. The Board appointed him at that time as Incident Commander to keep operations going and following all the necessary steps.

Dwivedi stated that he will be sending updates out every Friday at 1:00 p.m. and he will be updating the Board every Monday at 10:00 a.m.

Supervisor Walker stated that he wants to make sure they do everything they can to allow employees to stay home (don't want them losing wages) and that is a conversation to have with Human Resources.

Chairperson Rogers asked that a Board meeting be scheduled for Tuesday, March 17 at 8:00 a.m. with Elected Officials and Department Heads to broadcast this information internally so that every Department Head has the most recent information and to answer any questions that they may have. He has also asked for more hand sanitizer stations and refills.

Charlie Nichols, Planning & Development, asked if specific departments should start thinking about plans in the case of increased absenteeism.

Supervisor Walker stated that those questions would be addressed during the Board meeting at 8:00 a.m. on March 17.

Darrin Gage, Dir. of Policy & Admin., stated that there are provisions in the Purchasing Policy that allows for purchases for continuous operations.

Motion by Rogers, seconded by Walker to designate Steve Estenson as Linn County's Continuity of Operations Officer and designate purchasing authority per Board policy (Steve Estenson, Darrin Gage, Dawn Jindrich, Sara Bearrows and two Board members), noting that purchases for continuous operations is in place.

Motion by Rogers, seconded by Walker to adopt the following Proclamation: Census Awareness Month-March 2020.

Bridget Williams, Green Iowa AmeriCorps, presented a proposal to develop a Greenhouse Gas Inventory for Linn County. The Board will discuss and decide on Monday, March 16.

Motion by Rogers, seconded by Walker to approve Claims #70613235-#70613295 in the amt. of \$186,582.04; ACH in the amt. of \$480,240.29 and Trees Forever in the amt. of \$159.50.

Adjournment 10:41 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Rebecca Shoop, Deputy Auditor

Approved by:

BEN ROGERS, Chairperson
Board of Supervisors