

Story County
Board of Supervisors Meeting
Minutes

12/8/2015 - Minutes

1. CALL TO ORDER: 10:00 A.M.

The Board of Supervisors met on 12/08/15 at 10:00 a.m. in the Story County Administration Building. Rick Sanders, Paul Toot, and Wayne E. Clinton with Sanders presiding. (all audio of meetings available at storycountyiowa.gov)

2. PLEDGE OF ALLEGIANCE:

None

3. PUBLIC COMMENT #1:

None

4. CONSIDERATION OF MINUTES:

I. 12/1/15 Minutes And 12/1/15 City Election Canvass-Draw Lots

Toot moved, Clinton seconded the approval of Minutes. Roll call vote. (MCU)

5. CONSIDERATION OF PERSONNEL ACTIONS:

I. Action Forms

1)new hire in Planning & Development and Environmental Health effective 12/14/15 for Stephanie Jones @ \$1,339.44/bw; 2)military leave of absence in Sheriff's Office effective 1/2/16 for Adam Christian.

Clinton moved, Toot seconded the approval of Personnel Actions. Roll call vote. (MCU)

6. CONSENT AGENDA:

Toot moved, Clinton seconded to approval of the consent agenda with the addition of Road Closure #16-44. Roll call vote. (MCU)

I. Consideration Of Tuesday, December 29 As A CLAIMS Only Week

II. Consideration Of Contract For Highway Right Of Way With Fay S. Cogswell Revocable Trust For The Purchase Of Permanent And Temporary Easement @ \$645.00. Project # FM-C085(137)- -55-85

III. Acknowledgment Of Resignation For Robin Schwartz, Medical Examiner Investigator Effective 1/1/16

IV. Consideration Of Letter Of Support For HIRTA's Funding Proposal To Prairie Meadows Community Betterment Grants Program

V. Consideration Of Renewal Of Agreement Between Story County And Rasmusson-Bacon Funeral Homes, LLC For Transportation Of Decedents Effective 1/1/16 For A 5 Year Term At \$400.00/Transport

VI. Consideration Of Road Closure Resolution(S): #16-44
Motion carried unanimously (MCU) on a roll call vote.

7. PUBLIC HEARING ITEMS:

None

8. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of A Quotation Between KELTEK And Story County For The Non-Budgeted Purchase And Maintenance Of The Panasonic Arbitrator System - Sheriff Fitzgerald And Nick Lennie

Sheriff Fitzgerald provided background information about body and dash cameras; the office is currently using two different systems. The County Attorney is reviewing the contract. Sargent Lennie provided additional information about the problems and issues with the current equipment, including inconsistency between models and poor customer service. The equipment quoted by Keltek has a proven track record, is a one-stop shop, and will save on staff time. Sanders agreed that between the two proposals, the Panasonic Arbitrator System is the clear choice. The County needs reliable equipment. He spoke about the different options between purchasing and leasing equipment. Clinton drew a comparison with the lease of motor graders. Toot stated the equipment is necessary and asked about recourse with the current maintenance agreement. Toot asked about how equipment is upgraded in the proposed system. Fitzgerald stated regular upgrades should be built into the budget. Toot asked about legal issues and a refund for the current equipment. Lennie stated the County purchased the current equipment outright. A request for refund must be in writing. If no refund is forthcoming, selling the equipment is an option. Sanders asked Assistant Auditor Lisa Markley about funding.

Markley stated typically such a purchase or lease is made from the General Fund. Barb Steinbeck, Information Technology (IT) Director, stated costs need to include future upgrades, service licenses, and additional server storage capability. Clinton asked about steps to finalize. Lennie stated 50% is required upfront with the remainder due on delivery. Markley added there are additional requirements for lease obligations. Sanders stated Option 4, a lease option has an approximate annual cost of \$67,000.00; he proposes the Board of Supervisors fund \$45,000.00 with the Sheriff's Office funding \$22,000.00. Discussion took place. Toot moved, Clinton seconded the approval of Option 4 to lease the equipment; annual costs of \$67,000.00 will be paid by the Board (\$45,000.00) and the Sheriff (\$22,000.00) respectively while following required lease procedures and obligations and noting any additional costs. Roll call vote. (MCU)

- II. Consideration Of Amending The Strategic Plan – Leanne Harter And Deb Schildroth

- III. Consideration Of Planning And Development Work Program - Jerry Moore

Planning and Development Director, provided an overview of the discussion between the Story County Planning & Zoning Commission and the Board of Supervisors at their annual joint meeting in November. He provided detail on his submitted work program, including the process for replacing E911 signs.

Sanders asked Moore to make changes to #13, including correcting spelling and the role of the county regarding permitting for structures. Toot moved, Clinton seconded the approval of Planning & Development Work Program with noted changes. Roll call vote. (MCU)

9. AGENCY REPORTS:

None

10. DEPARTMENTAL REPORTS:

- I. Planning And Development Quarterly Report - Jerry Moore

Planning and Development Director, reported on the following: zoning permits, single family homes, additions, agricultural exemption reviews, home business permits, addressing, new and replacement E911 signage, property research, applications and fees, development applications, variances, conditional use permits, subdivision plats, ordinance amendments, complaints, and violations and enforcement.

- II. County Outreach And Special Projects Quarterly Report - Leanne Harter

County Outreach & Special Projects Manager, reported the following: Continuity of Operations/Continuity of Government Program (COOP/COG), Capital Improvements Plan (CIP), Leadership Nevada, Community Rating System (CRS) responses, Cornerstone to Capstone (C2C) Plan, Story County Economic Development Group, County video and presentations, the annual report, amendments to the Urban Renewal Area (URA) Plan, quadrant meetings, small business resources tool kits, and Business Retention and Expansion (BRE) outreach. Harter reported on floodplain management, including certifying Jerry Moore, technical assistance to communities, Program for Public Information (PPI) team meeting, mapping, a spring intern, funding, and outreach and communication.

Harter reported fielding inquiries about the continuation of Technical Assistance to Communities and asked the Board if it wants to continue the program.

11. OTHER REPORTS:

- I. Discussion And Direction Regarding The Draft Capital Improvements Plan - Leanne Harter
County Outreach & Special Projects Manager, stated the draft plan was published online and via social media as well as being presented at meetings. No public comments have been received. The plan will be discussed in an upcoming budget work session. The body/dash cam system as well as the anticipated replacement of the public safety radio system are possible additions. Sanders agreed these two items belong in the CIP; he directed Harter to add them to the draft CIP and return at a future meeting.

12. PUBLIC FORUM #2:

None

13. LIAISON ASSIGNMENTS & COMMITTEE MEETINGS UPDATES:

None

14. ANNOUNCEMENTS FROM THE SUPERVISORS:

Clinton reported there will be a Conservation legislative gathering at 9:30 a.m. on Friday, December 11 at McFarland Park.

15. ADJOURNMENT:

Clinton moved, Toot seconded to adjourn at 11:37 a.m. Roll call vote. (MCU)