

The Cedar County Board of Supervisors regular meeting was held by electronic telephone conference with the call originating from the Cedar County Courthouse with no public access in an effort to mitigate the spread of COVID-19 at 8:30 a.m. on May 5, 2020 with the following members on the call: Smith, Bell, Gaul, Kaufmann and Chairperson Agne. Members of the public were also present on the call.

The Board viewed correspondence from various agencies.

The Board acknowledged receipt of the following correspondence from:

Kaitlin Rasdon, Darkside Race and Brenda Kay, K Promotions regarding races held at the Cedar County Fairgrounds.

Patty Hamann, Veteran Affairs Service Officer submitted approved April reports and January 29, 2020 minutes.

It was noted the following Handwritten Disbursement was issued on May 1, 2020 to the Cedar County Treasurer for Benefits, Inc. for an electronic deposit: #423375 for \$620.00-self funded medical claims.

Moved by Sup. Bell seconded by Sup. Kaufmann to approve the agenda.

Ayes: All

Chairperson Agne addressed the public for comments: Mary Swan said your county sheriff does law enforcement by neighbor, which is not legal at all, he should probably choose someone that does not have 46 criminal charges in eleven different Iowa Counties. Can you imagine what is in the neighboring states. This includes theft, bad checks, OWI and many, many more. Several law officers have called her in the last couple weeks and asked why on earth are Deputy Sheriffs working in Tipton at all when they have their own police department. She stated probably too much staff and nothing to do. Swan suggested cutting the budget. She informed the Board in July of last year, Deputy McNeil wasted at least five and a half hours on county wages and time following her around town. "I was issued tickets for driving on the wrong side of the road while picking up my mail. This is just appalling. I feel that we desperately need a new sheriff in Cedar County and there is a great person running named Matt Bowers." Sup. Agne mentioned to Mary to keep the politics out of the public comments.

Moved by Sup. Bell seconded by Sup. Kaufmann to approve the Board Minutes of April 28, 2020.

Ayes: All

Moved by Sup. Smith seconded by Sup. Bell to approve Claim Disbursements #423226 - #423374 paid on April 30, 2020.

Ayes: All

The Board reported on Outreach/Committee Meetings they attended.

Sup. Agne read the following proclamation:

Child Care Provider Appreciation Day

WHEREAS, Early Childhood Iowa, Child Care Resource & Referral, Cedar County Extension, Hawkeye Area Community Action Program (HACAP) and other organizations statewide are recognizing child care providers on this day; and

WHEREAS, of the 2100 children under age 10 in Cedar County, nearly 1200 are in some form of child care setting; and

WHEREAS, by calling attention to the importance of high-quality child care services for all children and families within our state/community, these groups hope to improve the quality and availability of such services; and

WHEREAS, our future depends on the quality of the early childhood experiences provided to young children today; high quality early childcare services represent a worthy commitment to our children's future.

Now, therefore, the Cedar County Board of Supervisors in Cedar County, Iowa hereby proclaim May 8th, 2020, as Provider Appreciation Day in Cedar County, Iowa and urge all citizens to recognize child care providers for their important work.

Sherri Hunt, Early Childhood presented the Board with some facts on childcare. Child care is an essential service based on the healthy development of our children, particularly getting them ready for school especially in low income children. 15.5 % of the children under 5, live in

poverty, in Cedar County 7.5% of our children live in poverty. Iowa leads the nation in having both parents work outside the home. In Cedar County 85% of our families have children under the age of 6 that have both parents working outside the home. Therefore, a large percentage of our children are spending their day in quality childcare. Cedar County has fifteen registered licensed day care and eleven licensed day care providers.

Moved by Sup. Bell seconded by Sup. Smith to approve the proclamation.

Ayes: All

At 9:00 a.m. the Department Head meeting was held with the following department heads in attendance: CPC Director Tischuk, GIS Teut, Conservation Director Dauber, E&Z Zoning Director LaRue, Recorder Bahnsen, Veteran Affairs Director Hamann, Assessor Marx, Treasurer Delaney, Auditor Dauber, Engineer Fangmann, Sheriff Wethington, Chief Deputy Koranda, Chief Deputy Knoche, Attorney Renander, Public Health Interim Director Butler and Courthouse Maintenance Alicia Gritton. Treasurer Delaney updated the Board that property tax and license extensions and delinquent notices cannot be mailed out. Sup. Bell asked Treasurer Delaney the status of collecting real estate taxes. She stated that there is \$920,350 in real estate tax currently due. She stated she believes the public is holding off payment due to the extensions the Governor has implemented. Her plan is encouraging the public to pay online, use the drop box and mail in payments. For the people that require in person assistance she will require appointments at the intervals of 30 minutes to allow cleaning after each appointment, there will be a limit of two title transactions per customer, one person per appointment unless a minor requires a parent to complete the transaction and the Driver's License department will be based on the type of service needed. She would like the 6' markings on the floor. She is not sure with the 28E agreement if she can do this, but she wants to focus on serving the Cedar County citizens first. She is concerned with Scott, Muscatine, Johnson and Linn Counties having increased cases and restrictions in place. Public Health Interim Butler updated the Board we have 37 cases in the county. We are expecting an increase due to neighboring counties doing testing of citizens who work in other counties and live in Cedar County. Her concern is the age range of the positives and the number hospitalized. IDPH updated their guidance from 7 days to 10 days if tested positive. We also had an issue regarding a potential race being held at the fairgrounds over the weekend. It was on Facebook. As far as I understand it was a last-minute addition to the schedule. Per the Governor's recommendation the races could be held. Although the Board of Health recommended to the fair board that they postpone the event. She explained there could be approximately 1,000 people all in one spot. The Board of Health felt this would jeopardize our ability to remain one of the counties that are partially opened. Sup. Gaul mentioned he had a conversation with Dave Shinker and there are no hard feelings between the fair board and the Board of Health. Sup. Kaufmann confirmed with Butler that the Board of Supervisors had nothing to do with this decision and it was the Fair Board's decision. Butler agreed. Her opinion on opening the courthouse is to wait due to surrounding counties still under more restrictions. They have suspended the loan closet and, in an emergency, they take the equipment out to the car and they are not accepting returned equipment at this time. They are administering vaccines in the cars and they are trying to purchase more thermometers, which are limited. Veteran Affairs Director Hamann updated the board that the National Organization waived the CEU requirement to keep our accreditation as long as our membership is current. She is requesting a 1/2 door, cleaning supplies, mask, temperature checks and will require appointments with no walk-ins for Cedar County residents. Auditor Dauber reported she added two additional temporary staff members for the satellite station. They have mailed 1,218 absentee ballot requests in the last four days. She is requesting plexiglass and appointments for a while. Recorder Bahnsen reported she has been updated by passport services as of May 1<sup>st</sup> unless you have a life or death emergency please wait to apply for or renew your passport or you will experience significant delays of several months to receive your passport and citizenship evidence documents. They have kept a list of customers to contact once the office is open. She is requesting plexiglass for a permanent solution; cleaning wipes and she would like to take appointment only. There has not been a customer she has not been able to assist. She said the screenings are important and relies on Public Health for the public and employee's safety. She will have reduced staff due to FFCRA through May. Assessor Marx reported the Board of Review set dates in June to meet. Her office has been conducting business through emails and the mail. She is requesting requiring appointments and have a barrier in her window so she could keep her door shut. Sup. Kaufmann requested Chair Agne to have someone from the County Attorney Office present on the call. E&Z LaRue is willing to support any of these ideas. He has been social distancing and meeting public in the parking lot. CPC Tischuk updated the Board on the pallet of food she has received

in the county that is available throughout the county. She stated her office has stayed open by appointment and sanitize the office. Regarding HIPAA she is seeing a huge amount of spam and advised the Department Heads to contact Solutions immediately. As a reminder, all confidential information needs to be encrypted before sending via email. Sup. Agne reiterated to all Department Heads to pay attention with encryption and call Solutions with any issue.

Conservation Director Dauber reported the parks are closed except for day use until May 15<sup>th</sup>. Cedar Valley Campground expansion project has been completed. They added eight more spots and one water hydrant. The concrete surrounding Bennett Shelter #1 has been replaced due to insurance concern on tripping hazards. Replaced boundary fences and signs at River Valley Wetland. He was called this weekend regarding campers at Cedar Bluff Access that were from Linn County. He also has had three calls regarding waste, drywall and countertops that has been dumped in the wildlife areas and parks. The Park Tech job closed on Friday at noon and has received two qualified applicants. EMA Director Freet has been receiving PPE. Sheriff Wethington reported Deputy Jackson has been assigned as the agent in charge for a federal case that came from the State Patrol. He is waiting for the City of Bennett to sign the contracts. Sheriff Wethington and Chief Deputy Knoche went to the Lowden council meeting last night. They had some questions on the verbiage regarding the insurance benefits and since we are getting down to the wire this year we are going to wait and discuss this later in the year and advised the Board they will be involved in the discussion. They are taking prisoners with violent crimes. The Sheriff and Chief Deputies are doing fingerprints for the essential workers. The Sheriff has been asked by the ISSDA to rejoin and be a member of the legislative committee. He was willing to go back to ISSDA because they have moved away from the large counties mentality and distanced themselves from ISAC. The cost of membership was \$25.00 which he personally paid. Sheriff Wethington wants to give a heartfelt thanks to Mary Swan for supporting Matt Bowers. He could of never have pulled this off by myself and he feels like he should donate gas money so she could take her show on the road. Sup. Kaufmann asked Chief Deputy Koranda, whether it is common for the Sheriff Office to assist other agencies on calls? Chief Deputy Koranda replied yes, per the code we are state certified officers so we can do the same job anywhere in the state. GIS Teut informed the Board he completed the census bureau report. Regarding the opening he has a small office so he could not stay the 6' social distancing from the public, so he would assist them at the counter. He stated he has no intention to come back into the courthouse for a while as working from home works out very well for him and he has a sweet set up at home. His job is very different, he can do almost anything digital from his office and has it set up on his home computer that he can have access without the VPN. The concept of opening 77 counties he stated is that they are cherry picking who opens and or does not. He continued to discuss all the statistics he looks at every day and his personal experiences regarding COVID-19 in his family. Auditor Dauber asked GIS Teut if he received approval from the Board on changing the setup? Teut responded on what? Auditor Dauber explained you are not authorized to make changes to your system and questioned who set him up with this system? Teut replied instead of chastising me in open meeting can we talk about this later? Auditor Dauber stated, no the Board is on the call and she wanted to know who approved? CPC Tischuk has HIPAA concerns due to county documents not being on the county system and we may need to discuss this later. Teut understands, he stated he received approval on the VPN. CPC Director Tischuk replied she does have that document, although she assumed he was using that at home. He still needs to use the VPN to utilize the recorders documents, and said, "I guess I made it seem like I used my home computer more than I do". He has GIS software on his home computer which is all secure with open internet. CPC Tischuk stated she still has questions but will give him a call. Sup. Kaufmann asked if Auditor Dauber got her question answered. Auditor Dauber stated yes and explained this is what she was worried about with employees working with VPN access. She will follow up with Teut and the Board will be cc'd in the email. Teut then stated it would be good advantage to have our IT director in house. Auditor Dauber remarked it would be good if you would actually discuss things before you take it upon yourself and approve things that you have no authority to do so. Sup. Kaufmann stated to Auditor Dauber this is appropriate to talk about in front of the board and requested the Board be included in the correspondence to make sure this issue is resolved. Engineer Fangmann updated the Board on projects they are currently working on out in the field and in office. Three staff members are rotating every other day from working from home to the office. The maintenance staff started the four ten-hour days. The crews are stationed apart from one another. They have very few appointments out in the field and when they do they keep the social distance. In regards to the potential plan of opening he would recommend promoting minimum direct interaction. When the courthouse is open, which he recommends putting off, since they are able to handle daily operations and the out sheds would not open. He is requesting plexiglass in the windows, staging

areas in the hallway, cleaning supplies, continue the screening process and possibly limited the number of the public in the courthouse. Alicia Gritton, Courthouse Maintenance updated the Board that she contacted and met with Kevin Kofron to discuss options on enclosing the counter windows and his availability to complete the project. She asked the Board if they wanted to go temporary or permanent. Kofron suggested plexiglass, which there is a shortage, and polycarbonate. She explained her concerns with possible scratches and cleaning concerns on the projects. Regarding the opening of the courthouse she is concerned due to the shortage of supplies. Sup. Bell asked if she has any pricing on the options. He continued that with the security concerns maybe it's a good idea and agreed to make it look good. Sup. Agne asked if anyone from the County Attorney's was on the call, with no response. Alicia said no she has not, since she didn't know if the board wanted permanent or temporary. Sup. Smith stated polycarbonate is expensive and could possibly go with the bullet proof material since we are spending half the money we should spend all the money for a permanent fix. Sup. Bell doesn't know if bullet proof glass is necessary but at least good heavy polycarbonate would last and we wouldn't have to worry about the scratches. Alicia agreed and replied that was her concern. Sup. Agne suggested Alicia contact Kevin Kofron to call in and be placed on the agenda next week to discuss the options and present prices. Sup. Agne asked Auditor Dauber the threshold for competitive bids. Auditor Dauber will double check the code and relay to the Board. Sup. Agne stated in discussion of the reopening of the courthouse due to the lack of PPE supplies, upgrades that needs to be completed inside the courthouse and all essential services are being provided to the constituents, he would like to do nothing more until May 15<sup>th</sup> and see where we are at. Sup. Bell is disappointed no one from the County Attorney's Office is present so we could ask him the question on the masks and he will follow up with them later. He agrees with Steve this will not happen quickly, and suggested we get quotes and emails from Alicia this week for the plan on every office. He was encouraged by the Department Heads on how they are going to staff their departments if they would reopen. Those that did not include that in their plan should do so. He doesn't think we are ready, although does not want to keep delaying the opening, we have to show progress and wants to be the first one when opening up. County Attorney Renander interrupted and told the Board he has been on the call since 8:55 a.m. Sup. Agne stated he did not know he was on and he has asked several times if he was on the call. Sup. Bell asked County Attorney Renander his opinion on the masks. Renander replied that is a good question, although he does not have an answer. Sup. Kaufmann agreed with all the requests from the department heads except for the masks due to installing the plexiglass and enforcing social distancing and requiring appointments. He also mentioned the State and Federal Governments are not mandating the public to wear them. Recommendation came from the Iowa Department of Public Health and unlike what someone said, everyone of the decisions that are made are based on statistics and science, which is the same as what Bonnie is doing. He is in favor of all of this except of the mandating the masks. He concurred with Bonnie. She understands and we can encourage them to wear it as an added layer of protection. The cloth mask does not protect the person wearing the mask but protects the others. It is still best practice to wear one but it is not a requirement or the law. She requested an answer from the County Attorney Renander. Renander suggested when people come in the courthouse they are tracked by name and time and checked in and out. Sup. Agne informed Renander that we are currently doing this process. Renander was not aware. Sup. Agne stated that the consensus he is hearing is to work toward making the courthouse safer by installing plexiglass and based on the availability of purchasing additional thermometers and work that needs to be completed, he would entertain a motion to keep everything as is until May 15<sup>th</sup>.

Moved by Sup. Kaufmann seconded by Sup. Smith to continuing operating as we currently are and to revisit it on May 15<sup>th</sup>. Sup. Bell noted he does not like having a date on the motion since we do not know quickly we can progress. Sup. Agne stated it is a moving target and we will revisit this topic every week and it could go longer. Sup. Kaufmann stated it will be revisited every week. This is one big continuing agenda item that was his intent. Sup. Smith agreed. Sup. Smith stated it needs to be added to the agenda. VA Director Hamann informed the Board that she has concerns with the resident page of Cedar County that posts comments on inaccurate information. Sup. Bell stated the courthouse will be closed until the 15<sup>th</sup> and extended beyond that depending on when the preventive measures are in place. Sup. Agne agreed and added that should be in the press and it will be on the COVID-19 page. Recorder Bahnsen mentioned her only other concern is it a wide-open opening or are we telling them the plans on the 15<sup>th</sup> with appointments and she wants the public to be aware. Sup. Agne stated this is our plan and it will be a gradual opening until it is deemed safe. Sup. Kaufmann stated for clarification, if this motion passed what we are saying is nothing changes until May 15 and at that point we will

revisit and possibly open or possibly not. We will take a look at everything. Sup. Bell requested this information be put in the newsletter.

Ayes: Gaul, Bell, Smith, Kaufmann, Agne

Moved by Sup. Bell seconded by Sup. Gaul to approve the letter of support to the City of Tipton Build Grant Application.

Ayes: All

Moved by Sup. Gaul seconded by Sup. Smith to approve a utility permit for Windstream Iowa Communications, LLC for work located on 290<sup>th</sup> Street and the \$100 fee applies.

Ayes: All

Moved by Sup. Bell seconded by Sup. Agne to approve a utility permit for Eastern Iowa REC for work located on 260<sup>th</sup> Street and the \$100 fee applies.

Ayes: All

Moved by Sup. Gaul seconded by Sup. Kaufmann to adjourn at 10:35 a.m., to May 12, 2020.

Ayes: All

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Cari A. Dauber, Auditor

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Steve Agne, Chairperson