

MINUTES May 15, 2023
DUBUQUE COUNTY BOARD OF SUPERVISORS
Chair Harley Pothoff, Vice-Chairperson Ann McDonough, Wayne Kenniker

The Board of Supervisors met in their chambers on the 4th floor, 720 Central Ave. Dubuque IA, 52001. You now have options to attend Board of Supervisor meetings. The County offers Zoom with both audio and video available. Every agenda will include information on how to login to attend that meeting. Those wishing to attend meetings in person may do so. All Board of Supervisors official meetings are recorded and available to be viewed at <https://www.dubuqucountyiowa.gov/467/Agendas-Minutes>

LET THE RECORD SHOW that all approvals, appointments, claims, warrants, receipts, proclamations, recesses, resolutions, permits, and public hearings, were approved unanimously, unless otherwise noted.

PUBLIC COMMENTS - None

APPROVAL OF MINUTES – May 1, 2023, Board Meeting Minutes approved with correction of Pat Ready spelling; May 10, 2023, Budget Meeting Minutes.

CONSENT ITEMS

Class C Retail Alcohol License - Graceland

PROCUREMENT PROCEDURES

Notice to Bidders – Pipe culverts & grading on Girl Scout Rd and Graf Rd, Project L-C23(02)—73-31.

PUBLIC HEARINGS

Proof of Publication – Public Hearing

ZC#04-07-23 Family of Dreams LLC/Abby & Tony Ball B-2 Highway Business to R-2 Single Family Residential.

ZC#04-08-23 Mary Arnold and Julie & Bob Arnold A-1 Agricultural to A-2 Agricultural.

ZC#04-09-23 Bruce & Connie Hoffman A-1 Agricultural to A-2 Agricultural Residential.

ZC#04-10-23 Celester & Joan Feldmann Trust and John Feldmann A-1 Agricultural to A-2 Agricultural Residential.

ZC#04-11-23 Dustin & Rachael Ploessl A-1 Agricultural to A-2 Agricultural Residential.

ZC#04-12-23 Kenneth J & Darla J Hosch A-1 Agricultural to A-2 Agricultural Residential.

ZC#04-13-23 Daryl & Roben Bee and Terry Koelker w/Busing & Associates Inc R-2 Single Family Residential to A-1 Agricultural.

ZC#04-14-23 Butler Children's Garden Foundation/Debra Butler and Terry Koelker w/Busing & Associates Inc A-1 Agricultural to R-2 Single Family Residential.

APPROVAL OF PLATS

Resolution 23 – 085 – approved Plat of Survey of Valentine Place No. 4 – Final Plat.

Resolution 23 – 086 – approved Plat of Survey of Metcalf Acres #2 – Final Plat.

ACTION ITEMS

Resolution 23 – 087 – approved the hiring of deputies, assistants, and clerks.

Resolution 23 – 088 – authorized the Chairperson to sign the purchase contract with Schumacher Elevator Company for the DLEC Elevator Modernization Project.

Resolution 23 – 089 – approved necessary documents with Origin Design for a Supplemental Agreement #2 for Construction Engineering and Observation services for the improvements to Northwest Arterial/D10/S. John Deere Road, West John Deere Road.

Resolution 23 – 090 – approved the temporary delayed travel restrictions of county roads on June 2, 2023, for the 20th Annual Summer Farm Toy Show Tractor Ride.

Resolution 23 – 091 - approved the necessary contract documents with Demmer Oil Co. for premium biodiesel fuel and ethanol blended gasoline (gasohol) for FY2024 for the Dubuque County Secondary Road Department.

Resolution 23 – 092 – approved necessary documents with Link Hydraulic for the purchase and installation of a Mechanics Service Body with a Hydraulic Crane.

Resolution 23 – 093 – approved necessary right of way documents for the pipe culverts and grading on Girl Scout Rd and Graf Rd, Project L-23(02)—73-31.

Resolution 23 – 094 – approved plans and specification for the pipe culverts & grading on Girl Scout Rd and Grad Rd, Project L-C23(02)—72-31.

Resolution 23 – 095 – authorized the Chairperson to sign the lease with Dubuque Idea Campus, LLC.

COMMUNICATIONS

Annual MMP – Jeff Schmitt

APPOINTMENTS

Open vacancies – informational only. Supervisor McDonough asked for notification and process going forward on board and commission vacancies.

PERSONNEL REQUISITION

Motion approved for the personnel requisition for Temporary Part-time Clerk Cashier for the Treasurer's office.

SUPERVISOR BOARDS AND COMMISSIONS UPDATES

Discussion and updates from Supervisor boards, commissions, and other meetings.

PUBLIC COMMENTS – Supervisor McDonough congratulated Supervisor Pothoff on his recent award.

Recess 10:22 a.m. – 10:32 a.m.

WORK SESSION – Discussion and action on the Planning and Development position. Supervisor McDonough asked Supervisor Kenniker to work with Human Resource Director Chelsea Greene on a job description for the hybrid position and how that position will report to the Board of Supervisors. Supervisor Kenniker accepted.

WORK SESSION – Discussion and action on non-bargaining employee wages and proposed wage scales. Motion approved for 5% for non-bargaining employees and a Maintenance staff scale increase.

WORK SESSION – Discussion and action on Iowa DOT Key West property. **Motion to move forward with Dubuque County Engineer Russel Weber authorizing a bid offer of \$500,000 for the Key West property made by Supervisor McDonough, seconded by Supervisor Pothoff. Supervisor Kenniker voting nay.**

WORK SESSION - Discussion on the 911 Center Plans. Supervisors asked that more information be provided regarding the costs of these plans.

Adjourn at 12:25 p.m.

Harley V. Pothoff

Harley V. Pothoff (Jun 6, 2023 14:07 CDT)

Harley V Pothoff, Chair
Dubuque County Board of Supervisors

ATTEST:

Kevin Dragotto

Kevin Dragotto (Jun 6, 2023 13:53 CDT)

Kevin Dragotto, Dubuque County Auditor