

BOARD OF SUPERVISORS

District 1 | **Stacey Walker**

District 2 | **Ben Rogers**

District 3 | **Brent Oleson**

JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER

935 2ND ST. SW

CEDAR RAPIDS, IA 52404

PH: 319-892-5000 | FAX: 319-892-5009

LinnCounty.org



**LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA**

Wednesday, May 1, 2019

10 a.m.

Formal Board Room—Jean Oxley Public Service Center
935 2nd St. SW, Cedar Rapids, IA

Call to Order

Pledge of Allegiance

Public Comment: Five Minute Limit per Speaker

This comment period is for the public to address topics on today's agenda.

Consent Agenda

Items listed on the consent agenda are routine and will be considered by one motion without individual discussion unless the Board removes an item for separate consideration.

Approve and authorize Chair to sign a Vacancy Form for a full-time Human Resources Coordinator in the Human Resources Department

Reports

Resolutions

Resolution approving a property use request for permission to utilize the Linn County Courthouse for the purpose of conducting a wedding on June 1, 2019 noting that all considerations have been addressed.

Contract and Agreements

Award contract and approve Chair to sign associated contract documents for L-WALKER RD(20), grading and culvert project on Walker Road from Walker to Troy Mills Road, to Rathje Construction, Co. in the amount of \$396,917.75 for the Secondary Road Department.

Approve Adopt-A-Roadside application for Alburnett Lions Club to adopt Burnett Station Road from Alburnett city limits to Highway 13.

Authorize Chair to sign purchase order #5527 for \$57,995.17 to Nelson Electric for LED light replacement at 6 Secondary Road shops from the Capital Projects account.

Authorize Chair to sign purchase order #5528 for \$81,655.00 to Acterra Group, Inc. for a fuel management system at 7 Secondary Road shops from the Capital Projects account.

Authorize Chair to sign purchase order #5529 for \$36,715.00 to Lynch Ford Chevy for a Chevrolet Silverado LT for the Health Department.

Authorize Chair to sign purchase order #5530 for \$23,527.00 to Lynch Ford Chevy for a Ford Transit XL250 Cargo Van for the Health Department.

Authorize Chair to sign purchase order #5531 for \$33,104 to Lynch Ford Chevy for a Chevrolet Colorado Z71 for the Conservation Department.

Licenses & Permits

Approve Special Class C Liquor License (five day permit) for Rodina located at 5300 Otis Rd. SE commencing May 10, 2019, noting all conditions have been met.

Regular Agenda

Discuss and Decide on Consent Agenda

Minutes

Discuss and decide on meeting minutes.

Public hearing to name a private lane lying within a shared access easement recorded in Linn County Book 10111 Page 383 and Book 10291 Page 137 as Stone Ridge Lane

Resolution to Name a private lane lying within a shared access easement recorded in Linn County Book 10111 Page 383 and Book 10291 Page 137 as Stone Ridge Lane.

Discuss and decide on the Resolution approving a Temporary Use Permit, Case JTU19-0003, requested by Ivanhoe Properties LLC, owner, and Manatts Inc., petitioner, to operate a portable concrete batch plant to be used for concrete and paving of Mount Vernon Hwy 30 bypass, located at 927 & 956 Ivanhoe Cir, Mount Vernon, Iowa.

Public Comment: Five Minute Limit per Speaker

This is an opportunity for the public to address the board on any subject pertaining to board business.

Claims

Discuss and decide on claims.

Board Member Reports

Legislative Update

Correspondence

Appointments

Adjournment

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncounty.org.



VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: Diane Losch, HR Analyst

SELECT ONE:

NEW JOB CLASSIFICATION

EXISTING JOB CLASSIFICATION

JOB TITLE: HR Coordinator

DEPARTMENT: Human Resources

SHIFT/HOURS: M-F 8:00 a.m. - 5:00 p.m.

VACANCY DATE: 4/26/19

NUMBER OF POSITIONS: 1

REASON TO ADD NEW POSITION (if applicable):

NEW POSITION FUNDING SOURCE(S):

- BUDGET OFFER
- GRANT FUNDING
- OTHER: _____

Replacing a part-time HR Analyst position with a full-time HR Coordinator position.

Dept. budget will cover lower level position @ FT vs. PT Analyst

POST TO INSIDE: YES NO

ADVERTISE: YES NO

IF NO, GIVE EXPLANATION (i.e. not filling due to operational needs): _____

POSITION TYPE:

- FULL-TIME PART-TIME _____ # of hours/week TEMPORARY/SEASONAL
- ON-CALL/SUBSTITUTE GRANT-FUNDED
- BARGAINING UNIT: Clerical Maintenance Para Professional Professional
 Attorneys Conservation Sergeants PPME
- NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: _____
DEPARTMENT HEAD (original signature required)

4/26/19
DATE

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: 24 **STARTING SALARY:** \$23,78

HR DIRECTOR COMMENTS: Unable to fill PT Analyst position

FINANCE/BUDGET DIRECTOR COMMENTS: _____

APPROVED BY: Lisa D. Powell
HUMAN RESOURCES DIRECTOR

4-26-19
DATE

APPROVED BY: Dawn S. Janduch
FINANCE/BUDGET DIRECTOR

4/26/19
DATE

APPROVED BY: _____
CHAIRPERSON/BOARD OF SUPERVISORS

DATE

RESOLUTION # _____

APPROVING A PROPERTY USE REQUEST FOR PERMISSION TO UTILIZE THE LINN COUNTY COURTHOUSE FOR THE PURPOSE OF CONDUCTING A WEDDING

WHEREAS, Judge Sean McPartland, has requested permission to use the Linn County Courthouse, for the purpose of conducting a family wedding on Saturday, June 1, 2019,

WHEREAS, the Linn County Facilities Department, Linn County Sheriff's Office, Linn County Risk Management Department and the State of Iowa Court Administrator have recommended approval of this request,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Linn County, Iowa, that the above request is herewith approved subject to the following conditions:

1. The applicant will return the property to the condition it was at the beginning of use and to the satisfaction of Linn County;
2. The applicant will oversee the conduct of participants and restrict them to the area(s) requested for this property use;
3. The applicant will accept the appropriate Linn County issued fee(s) associated with the cleaning of the facility following the event.

Dated at Cedar Rapids, Linn County, Iowa, this _____ day of _____, 2019.

LINN COUNTY BOARD OF SUPERVISORS

Chairperson

AYE: _____
NAY: _____
ABSTAIN: _____
Supervisor

Supervisor

ATTEST:

JOEL MILLER, Linn County Auditor

LINN COUNTY SECONDARY ROAD DEPARTMENT

1888 County Home Road

Marion, IA 52302

L-WALKER RD(20) Bid Tabulation
Linn County
Work Type: 352-Excavation
Letting Date: 4/23/2019 11:00 AM

Apparent Low Bid

					Engineer's Estimate		RATHJE CONSTRUCTION CO 305 44TH STREET MARION, IA 52302		BOOMERANG CORP 12536 BUFFALO ROAD ANAMOSA, IA 52205		PETERSON CONTRACTORS INC 104 BLACKHAWK REINBECK, IA 50669		IOWA BRIDGE & CULVERT, L.C. 409 NORTH AVE. B WASHINGTON, IA 52353-0013	
Item Number	Description	Units	Quantity	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	
1	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	7,527.0	\$7.00	\$52,689.00	\$9.00	\$67,743.00	\$15.00	\$112,905.00	\$20.00	\$150,540.00	\$23.00	\$173,121.00
2	2105-8425015	TOPSOIL, STRIP, SALVAGE AND SPREAD	CY	3,827.0	\$5.00	\$19,135.00	\$3.25	\$12,437.75	\$5.00	\$19,135.00	\$9.00	\$34,443.00	\$9.00	\$34,443.00
3	2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	705.0	\$15.00	\$10,575.00	\$17.00	\$11,985.00	\$22.00	\$15,510.00	\$21.50	\$15,157.50	\$24.00	\$16,920.00
4	2401-6745650	REMOVAL OF EXISTING STRUCTURES	LS	1.00	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00
5	2403-0100000	STRUCTURAL CONCRETE (MISCELLANEOUS)	CY	66.3	\$425.00	\$28,177.50	\$800.00	\$53,040.00	\$1,400.00	\$92,820.00	\$800.00	\$53,040.00	\$800.00	\$53,040.00
6	2404-7775005	REINFORCING STEEL, EPOXY COATED	LB	11,071	\$3.00	\$33,213.00	\$2.00	\$22,142.00	\$1.25	\$13,838.75	\$2.00	\$22,142.00	\$2.00	\$22,142.00
7	2414-6425420	CONCRETE BARRIER, PARAPET	LF	108.0	\$60.00	\$6,480.00	\$60.00	\$6,480.00	\$100.00	\$10,800.00	\$20.00	\$2,160.00	\$20.00	\$2,160.00
8	2415-2110303	PRECAST CONCRETE BOX CULVERT, 3 FT. X 3 FT.	LF	48.0	\$725.00	\$34,800.00	\$600.00	\$28,800.00	\$500.00	\$24,000.00	\$425.00	\$20,400.00	\$425.00	\$20,400.00
9	2415-2110404	PRECAST CONCRETE BOX CULVERT, 4 FT. X 4 FT.	LF	24.0	\$750.00	\$18,000.00	\$900.00	\$21,600.00	\$650.00	\$15,600.00	\$500.00	\$12,000.00	\$500.00	\$12,000.00
10	2415-2110808	PRECAST CONCRETE BOX CULVERT, 8 FT. X 8 FT.	LF	24.0	\$775.00	\$18,600.00	\$1,200.00	\$28,800.00	\$1,100.00	\$26,400.00	\$900.00	\$21,600.00	\$900.00	\$21,600.00
11	2415-2111010	PRECAST CONCRETE BOX CULVERT, 10 FT. X 10 FT.	LF	24.0	\$1,200.00	\$28,800.00	\$1,300.00	\$31,200.00	\$1,500.00	\$36,000.00	\$1,200.00	\$28,800.00	\$1,200.00	\$28,800.00
12	2416-1180024	CULVERT, CONCRETE ROADWAY PIPE, 24 IN. DIA.	LF	72	\$150.00	\$10,800.00	\$150.00	\$10,800.00	\$140.00	\$10,080.00	\$165.00	\$11,880.00	\$68.00	\$4,896.00
13	2416-1180030	CULVERT, CONCRETE ROADWAY PIPE, 30 IN. DIA.	LF	12	\$175.00	\$2,100.00	\$200.00	\$2,400.00	\$200.00	\$2,400.00	\$195.00	\$2,340.00	\$240.00	\$2,880.00
14	2416-1180036	CULVERT, CONCRETE ROADWAY PIPE, 36 IN. DIA.	LF	18	\$200.00	\$3,600.00	\$300.00	\$5,400.00	\$210.00	\$3,780.00	\$249.00	\$4,482.00	\$260.00	\$4,680.00
15	2416-1541036	REMOVE AND REINSTALL RIGID PIPE CULVERT LESS THAN OR EQUAL TO 36 IN.	LF	72	\$100.00	\$7,200.00	\$75.00	\$5,400.00	\$60.00	\$4,320.00	\$137.50	\$9,900.00	\$60.00	\$4,320.00
16	2507-6800061	REVTMENT, CLASS E	TON	140.0	\$35.00	\$4,900.00	\$45.00	\$6,300.00	\$50.00	\$7,000.00	\$53.00	\$7,420.00	\$85.00	\$11,900.00
17	2528-8445110	TRAFFIC CONTROL	LS	1.00	\$15,000.00	\$15,000.00	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$20,000.00	\$20,000.00
18	2528-8445113	FLAGGERS	EACH	100	\$450.00	\$45,000.00	\$350.00	\$35,000.00	\$350.00	\$35,000.00	\$480.00	\$48,000.00	\$600.00	\$60,000.00
19	2528-8445115	PILOT CARS	EACH	10	\$650.00	\$6,500.00	\$500.00	\$5,000.00	\$500.00	\$5,000.00	\$700.00	\$7,000.00	\$1,250.00	\$12,500.00
20	2533-4980005	MOBILIZATION	LS	1.00	\$25,000.00	\$25,000.00	\$7,500.00	\$7,500.00	\$115,000.00	\$115,000.00	\$80,000.00	\$80,000.00	\$60,000.00	\$60,000.00
21	2601-2634100	MULCHING	ACRE	6.0	\$500.00	\$3,000.00	\$750.00	\$4,500.00	\$600.00	\$3,600.00	\$800.00	\$4,800.00	\$800.00	\$4,800.00
22	2601-2636043	SEEDING AND FERTILIZING (RURAL)	ACRE	6.0	\$1,200.00	\$7,200.00	\$750.00	\$4,500.00	\$1,500.00	\$9,000.00	\$900.00	\$5,400.00	\$900.00	\$5,400.00
23	2602-0000309	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.	LF	1,656.0	\$2.00	\$3,312.00	\$2.50	\$4,140.00	\$2.50	\$4,140.00	\$3.00	\$4,968.00	\$3.00	\$4,968.00
24	2602-0010010	MOBILIZATIONS, EROSION CONTROL	EACH	5	\$500.00	\$2,500.00	\$250.00	\$1,250.00	\$500.00	\$2,500.00	\$500.00	\$2,500.00	\$500.00	\$2,500.00
Contract Totals						\$396,581.50		\$396,917.75		\$588,828.75		\$598,972.50		\$628,470.00
Percent of Estimate						100.00%		100.08%		148.48%		151.03%		158.47%

Prepared by and return to: Linn County Secondary Road Dept., 1888 County Home Road, Marion, Iowa 52302, (319)892-6400

RESOLUTION # _____

NAME PRIVATE LANE

WHEREAS, the property owners along a private lane lying within a shared access easement recorded in Linn County Book 10111 Page 383 and Book 10291 Page 137 within section 1-84-5 has proposed to name the lane as Stone Ridge Lane.

WHEREAS, the proposed street name has been reviewed and does not conflict with existing street names in unincorporated areas of Linn County, Iowa.

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors, Linn County, Iowa, this date having met in lawful session, that the private lane be named Stone Ridge Lane, Linn County, Iowa. The Board of Supervisors direct the Linn County Engineer to change the base map and notify all county offices, post offices and providers of emergency services of this change.

Moved by Supervisor _____ Seconded by Supervisor _____
that the above resolution be adopted this _____ day of _____, 201__ by a vote of __ aye __
_____ nay and _____ abstain from voting.

BOARD OF SUPERVISORS
LINN COUNTY, IOWA

ATTEST:

Chairperson

Linn County Auditor

Vice Chairperson

Supervisor

Prepared by and to be returned to: Mike Tertinger, Linn County Planning & Development
935 2nd Street S.W., Cedar Rapids, Iowa 52404-2100 (319) 892-5130

RESOLUTION APPROVING A TEMPORARY USE

RESOLUTION # _____

WHEREAS, Ivanhoe Properties LLC, owner; Manatts, Inc., petitioner; Case JTU19-0003, has requested the Linn County Board of Supervisors' permission to operate a portable concrete batch plant to be used for concrete and paving of the Mount Vernon Hwy 30 bypass, located at 927 Ivanhoe Cir, Mount Vernon, Iowa and 956 Ivanhoe Cir, Mount Vernon, Iowa.

AND WHEREAS, the Board of Supervisors makes the following Findings of Facts:

1. The portable concrete plant will operate from April 8, 2019 and end by October 25, 2019.
2. A temporary concrete plant is permitted under the provisions of Article V, Section 107-93, §(c)(1) of the Linn County Unified Development Code.
3. The properties are located at 927 Ivanhoe Cir., Mount Vernon, Iowa and 956 Ivanhoe Cir., Mount Vernon, Iowa.
4. 927 Ivanhoe Cir is zoned AG (Agricultural) and is 50.7 acres in size. 956 Ivanhoe Cir is zoned REC-AG (Seasonal Cabin and Recreation-Agricultural) and is 49.09 acres in size.
5. Approximately 3.5 acres will be used for the temporary use.
6. The owner of both properties is Ivanhoe Properties LLC.
7. The operator of the portable concrete plant will be Manatts Inc.
8. The plant may operate between the hours of 6:00 AM to 6:00 PM, Monday through Saturday.
9. The applicant estimates an increase to a maximum of 750 vehicle trips per day due to the operation of the portable concrete plant.

AND WHEREAS, the Linn County Technical Review Committee has examined the application and all conditions of approval are listed as part of this Resolution;

AND WHEREAS, the Temporary Use application has been examined by the Linn County Board of Supervisors at a public meeting on May 1, 2019, all interested persons having been heard;

NOW THEREFORE, BE IT RESOLVED, that the Linn County Board of Supervisors approve the application, Case JTU19-0003, subject to the following conditions:

LINN COUNTY PLANNING & DEVELOPMENT – (Zoning Division)

1. The Temporary Use may be reviewed at any time during the duration of the permit to ensure that all conditions have been or are being met.
2. All building, electrical, mechanical, plumbing and zoning permits will be obtained as necessary.
3. Adhere to the operating hours indicated in the temporary use application; 6:00 AM to 6:00 PM, six days a week.
4. The temporary use permit period will begin April 8, 2019 and expire no later than October 25, 2019.
5. Restrooms are required to be available during the hours of operation.
6. The applicant or owner shall obtain and submit proof of a liability insurance policy prior to Board of Supervisors approval.
7. The petitioner shall sign an "Acceptance of Conditions" form which provides assurance that all conditions will be met prior to the Board of Supervisors Resolution of Approval, and specifically agrees to hold Linn County harmless from any and all damages or claims for damages that might arise or accrue by reason of approval of the Temporary Use permit by the Linn County Board of Supervisors. Further, by signing the "Acceptance of Conditions" form, the petitioner shall agree to allow employees of the County reasonable access to the property for inspection and for submission of documents to verify any additional information.

LINN COUNTY PLANNING & DEVELOPMENT – (Building Division)

1. An electrical permit is required for new electrical services and/or the installation of non-chord and plug electrical equipment associated with the batch plant.
2. Two permanent or portable restrooms shall be on-site and serviced for the duration of the operation of this concrete plant.

LINN COUNTY SECONDARY ROAD DEPARTMENT

1. Access to be in compliance with Linn County Secondary Road Department current standards prior event. Entrance permit required for all existing entrances.
2. Traffic control is to be provided by the property owner during operation. Traffic shall be maintained on Cedar River Road at all times.
3. The applicant shall be responsible for controlling dust on Cedar River Road for the duration of the concrete hauling.

IOWA DEPARTMENT OF TRANSPORTATION

1. No conditions to be met.

LINN COUNTY HEALTH DEPARTMENT

1. No conditions to be met. NOTE: Portable toilets will be located on the site. Recommend handwashing station also.

LINN COUNTY SHERIFF'S OFFICE

1. No conditions to be met.

LINN COUNTY EMERGENCY MANAGEMENT

1. A tone alert weather radio is required to be available on site and in use at any time the public is using the facility.

LINN COUNTY CONSERVATION

1. No conditions to be met.

LINN COUNTY E-911 COORDINATOR

1. No conditions to be met.

NATURAL RESOURCE CONSERVATION SERVICE

1. No conditions to be met.

WHEREAS, failure to submit and/or comply with any of the conditions in a timely manner will revoke this Temporary Use Permit.

NOW, THEREFORE, BE IT RESOLVED, by the Linn County Board of Supervisors that said temporary use is hereby approved.

Passed and approved this 1 day of May, 2019.

Linn County Board of Supervisors

Chair

Vice Chair

Supervisor

Aye:

Nay:

Abstain:

Absent:

Attest:

Joel Miller, Linn County Auditor

State of Iowa)
) SS
County of Linn)

I, Joel Miller, County Auditor of Linn County, Iowa hereby certify that at a regular meeting of the said Board of Supervisors the foregoing resolution was duly adopted by a vote of:

___ Aye ___ Nay ___ Abstain and ___ Absent from voting.

Joel Miller

Subscribed and sworn to before me by the aforesaid Joel Miller, on this 1st day of May, 2019.

Notary Public State of Iowa