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

SELECT ONE:
☐ NEW JOB CLASSIFICATION
☐ EXISTING JOB CLASSIFICATION

JOB TITLE: HR Coordinator

DEPARTMENT: Human Resources

REASON TO ADD NEW POSITION (if applicable):
☐ BUDGET OFFER
☐ GRANT FUNDING
☐ OTHER: __________________________

VACANCY DATE: 4/26/19

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

NUMBER OF POSITIONS: 1

NEW POSITION FUNDING SOURCE(S):
Replacing a part-time HR Analyst position with a full-time HR Coordinator position.

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: __________________________  4/26/19

DEPARTMENT HEAD (original signature required)

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: __________________________  4-26-19

HRM RESOURCES DIRECTOR

APPROVED BY: __________________________  4/26/19

FINANCE/BUDGET DIRECTOR

APPROVED BY: __________________________

CHAIRPERSON/BOARD OF SUPERVISORS
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

________________________________
Supervisor

________________________________
Supervisor

ATTEST:

_________________________________
JOEL MILLER, Linn County Auditor
# L-WALKER RD(20) Bid Tabulation

**Linn County**

**Work Type:** 352-Excavation

**Letting Date:** 4/23/2019 11:00 AM

## Engineer's Estimate

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Description</th>
<th>Units</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Extended Price</th>
<th>Engineer's Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>EXCAVATION, CLASS 10, ROADWAY AND BORROW</td>
<td>CY</td>
<td>7,527.0</td>
<td>$7.00</td>
<td>$52,689.00</td>
<td>$396,581.50</td>
</tr>
<tr>
<td>2</td>
<td>TOPSOIL, STRIP, SALVAGE AND SPREAD</td>
<td>TON</td>
<td>3,827.0</td>
<td>$5.00</td>
<td>$18,135.00</td>
<td>$131,345.00</td>
</tr>
<tr>
<td>3</td>
<td>GRANULAR SHOULDERS, TYPE B</td>
<td>TON</td>
<td>705.0</td>
<td>$15.00</td>
<td>$10,575.00</td>
<td>$113,905.00</td>
</tr>
<tr>
<td>4</td>
<td>REMOVAL OF EXISTING STRUCTURES</td>
<td>LS</td>
<td>1.00</td>
<td>$10,000.00</td>
<td>$10,000.00</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>5</td>
<td>STRUCTURAL CONCRETE MISCELLANEOUS</td>
<td>CY</td>
<td>6.63</td>
<td>$425.00</td>
<td>$28,177.50</td>
<td>$34,443.00</td>
</tr>
<tr>
<td>6</td>
<td>REINFORCING STEEL, EPOXY COATED</td>
<td>LB</td>
<td>11,071</td>
<td>$3.00</td>
<td>$33,213.00</td>
<td>$33,213.00</td>
</tr>
<tr>
<td>7</td>
<td>CONCRETE PIPE, 9 IN. DIA.</td>
<td>LF</td>
<td>108.0</td>
<td>$60.00</td>
<td>$6,480.00</td>
<td>$6,480.00</td>
</tr>
<tr>
<td>8</td>
<td>PRECAST CONCRETE BOX CURVET, 3 FT. X 3 FT.</td>
<td>LF</td>
<td>48.0</td>
<td>$725.00</td>
<td>$34,800.00</td>
<td>$34,800.00</td>
</tr>
<tr>
<td>9</td>
<td>PRECAST CONCRETE BOX CURVET, 4 FT. X 4 FT.</td>
<td>LF</td>
<td>24.0</td>
<td>$750.00</td>
<td>$18,000.00</td>
<td>$18,000.00</td>
</tr>
<tr>
<td>10</td>
<td>PRECAST CONCRETE BOX CURVET, 8 FT. X 8 FT.</td>
<td>LF</td>
<td>24.0</td>
<td>$775.00</td>
<td>$18,600.00</td>
<td>$18,600.00</td>
</tr>
<tr>
<td>11</td>
<td>PRECAST CONCRETE BOX CURVET, 10 FT. X 10 FT.</td>
<td>LF</td>
<td>24.0</td>
<td>$1,200.00</td>
<td>$28,800.00</td>
<td>$28,800.00</td>
</tr>
<tr>
<td>12</td>
<td>CULVERT, CONCRETE ROADWAY PIPE, 24 IN. DIA.</td>
<td>LF</td>
<td>72</td>
<td>$150.00</td>
<td>$10,800.00</td>
<td>$10,800.00</td>
</tr>
<tr>
<td>13</td>
<td>CULVERT, CONCRETE ROADWAY PIPE, 30 IN. DIA.</td>
<td>LF</td>
<td>12</td>
<td>$175.00</td>
<td>$2,100.00</td>
<td>$2,100.00</td>
</tr>
<tr>
<td>14</td>
<td>CULVERT, CONCRETE ROADWAY PIPE, 36 IN. DIA.</td>
<td>LF</td>
<td>18</td>
<td>$200.00</td>
<td>$3,600.00</td>
<td>$3,600.00</td>
</tr>
<tr>
<td>15</td>
<td>PRECAST CONCRETE PIPE, 9 IN. DIA.</td>
<td>LF</td>
<td>72</td>
<td>$100.00</td>
<td>$7,200.00</td>
<td>$7,200.00</td>
</tr>
<tr>
<td>16</td>
<td>REVETMENT, CLASS E</td>
<td>TON</td>
<td>140.0</td>
<td>$35.00</td>
<td>$4,900.00</td>
<td>$4,900.00</td>
</tr>
<tr>
<td>17</td>
<td>TRAFFIC CONTROL</td>
<td>LS</td>
<td>1.00</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>18</td>
<td>FLAGGERS</td>
<td>EACH</td>
<td>100</td>
<td>$450.00</td>
<td>$45,000.00</td>
<td>$45,000.00</td>
</tr>
<tr>
<td>19</td>
<td>PILOT CARS</td>
<td>EACH</td>
<td>10</td>
<td>$650.00</td>
<td>$6,500.00</td>
<td>$6,500.00</td>
</tr>
<tr>
<td>20</td>
<td>MOBILIZATION</td>
<td>EACH</td>
<td>1.00</td>
<td>$25,000.00</td>
<td>$25,000.00</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>21</td>
<td>ACRE</td>
<td>ACRE</td>
<td>6.0</td>
<td>$500.00</td>
<td>$3,000.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>22</td>
<td>SEEDING AND FERTILIZING (RURAL)</td>
<td>ACRE</td>
<td>6.0</td>
<td>$1,200.00</td>
<td>$7,200.00</td>
<td>$7,200.00</td>
</tr>
<tr>
<td>23</td>
<td>PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.</td>
<td>LF</td>
<td>1,656.0</td>
<td>$2.00</td>
<td>$3,312.00</td>
<td>$3,312.00</td>
</tr>
<tr>
<td>24</td>
<td>MOBILIZATIONS, EROSION CONTROL</td>
<td>EACH</td>
<td>5.0</td>
<td>$500.00</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
</tr>
</tbody>
</table>

## Linne County Secondary Road Department

- 1888 County Home Road
- Marion, IA 52302

## Other Contractors

- BOOMERANG CORP
  - 12536 BUFFALO ROAD
  - ANAMOSA, IA 52205
  - $588,828.75

- PETERSON CONTRACTORS INC
  - 104 BLACKHAWK
  - REINBECK, IA 50669
  - $598,972.50

- IOWA BRIDGE & CULVERT, L.C.
  - 409 NORTH AVE. B
  - WASHINGTON, IA 52353-0013
  - $628,470.00

## Contract Totals

- $396,581.50
- $588,828.75
- $628,470.00

## Percent of Estimate

- 100.00%
- 100.08%
- 148.48%
- 151.03%
- 158.47%
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 ________________, 20___ by a vote of ___ aye ___ nay and _____ abstain from voting.

BOARD OF SUPERVISORS
LINN COUNTY, IOWA

ATTEST:

_________________________________  Linn County Auditor

_________________________________
Chairperson

_________________________________
Vice Chairperson

_________________________________
Supervisor
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 be 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