

LINN COUNTY BOARD OF SUPERVISORS  
CEDAR RAPIDS, LINN COUNTY, IOWA  
TUESDAY, FEBRUARY 18, 2020 9:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.  
Present: Chairperson Rogers and Vice Chairperson Oleson. Absent: Supervisor Walker  
(personal business). Board members voting "AYE" unless otherwise noted.

Chairperson Rogers called the meeting to order.

The Board received updates from the following Department Heads:

Les Beck, Planning & Development Dir. and Luke Maloney, Building Official - have started with the new Key Performance Indicators; progress being made with LC3; Planning Intern was approved; Maloney is working through a process to help Building Inspectors grow in capacity (certifications and licenses) and attended the Professional Development Academy; in process of finalizing 28E Agreement with the city of Alburnett and working with the city of Walker; an employee has been reclassified and currently cross-training; Food Systems Council assessment is moving forward; Dows Farm RFP for the farm operation and management has been issued and working on a governing plan for the Dows Farm.

Britt Hutchins, Purchasing Dir. - Continue to work on Key Performance Indicators; on track with the budget; have a Temp. in to cover for an employee that is out of the office; processed 35,000 pieces of mail last month; submitted the LC3 Culture survey results; working on an emergency board up of a building in Viola; roof leak at a storage facility; St. Luke's Surgery Center donated furniture for the Mental Health Access Center; Harris Building crosswalk has arrived; and assisted with a number of departmental bids.

Steve Estenson, Risk Management Dir. - A new hire started last Monday (started on short term and long term projects); recent events (sewer back-up at Jail; roof leak at storage facility); starting to see property use requests (5k's, Ragbrai, etc.); focusing on updating policies and developing an RFP to go out for a cyber needs assessment; and AED training (on-line and classrooms).

Garth Fagerbakke, Facilities Mgr. - LC3 continues with monthly staff meetings; budget is underspent at this time; fully staffed (Temps. in place for medical leaves); Community Services Building reconstruction (Phase 3); Public Service Center front lobby out for bid and Mass Notification System (software to be installed); in process of replacing Correctional Center air cooled chiller; sewer backup at the Correctional Center occurred on 2<sup>nd</sup> shift and manager on duty took care of it quickly; looking for financing the County Attorney space needs; Courthouse exterior courtyard railing repairs this summer; Secondary Roads Shops generator installs (7 total); Fillmore Building roof replacement out for bid; continue to support Overflow Shelter; continue to work on the Harris Building punch list, commissioning, signage, conference room scheduler and working with departments that have various needs. Linn County will provide maintenance support for Overflow Shelter and MH Access Center.

Adjournment at 9:49 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor  
By: Rebecca Shoop, Deputy Auditor

Approved by:

BEN ROGERS, Chairperson  
Board of Supervisors