LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
TUESDAY, MAY 21, 2019 9:02 A.M.

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

Chairperson Walker called the meeting to order.

The Board heard updates from the following Department Heads:

Les Beck, Planning & Development Dir. – continue to work with Terry Whitson on LC3; budget status; Bertram 28E agreement (no follow up since meeting with them two weeks ago); electrical ordinance updates; Windfarm Feasibility Study; Great Plains Institutes reached out to their office; Historic Preservation Committee will be making recommendations; Food Systems Council series of learning forums; working with Prospect Meadows contractors on permit process; FEMA reporting requirement completed; working on new flood plain maps with FEMA; working with Marion airport staff on overlay zone project; HAZMAT plan update approved by FEMA; easement vacation taken off of tomorrow’s agenda.

Supervisor Oleson addressed a constituent phone call regarding a private campsite near Coggon and Beck will follow up.

Britt Hutchins, Purchasing Dir. – working with Terry Whitson on KPI’s; working on test group for the RFP process; working with OPN on furniture for the Harris Bldg. and Community Services Bldg.; working with DHS on file reduction; staff member attended Procurement Conference in Ames; vehicle purchases and RFP’s for various county dept.’s.

Garth Fagerbakke, Facilities Mgr. – working with Terry Whitson on Learning Institute; budget status; staffing; Community Service Building (CSB) – building remodel out for bid this week. Public Service Center (PSC) – mass notification system installation of hardware; employee parking lot security cameras working on fiber route with IT; tuck pointing completed. Correctional Center – ADA remodel for front entrance and restroom; completed sprinkler inspections; replaced failed frequency drive on fan motor. Courthouse – will plant tree this month; HVAC unit has failed compressor. Secondary Roads – generators have been ordered. Public Health – working on remodel for Access Center. Harris Bldg. – interior and exterior work continues; signage; conference room audio/video. Sheriff’s Office – ADA sidewalk repair is complete; repaired caulking joint on stone band; replaced fan bearings and pulleys. Facilities Storage Bldg. – working on remaining punch list; cleaned up and removed old unused phone and fiber. Facilities – working on HVAC equip. for all buildings; completed annual test and inspection of fire alarm systems for all buildings.

Joi Alexander, Communications Dir. – Amperage Marketing met with county dept.’s for interviews; continue to meet with Terry Whitson regarding LC3 projects and identified new products; ongoing implementation of branding; content management for website; completed Future Leaders of Linn County and State of the County; LC3 posters; participating in intern interviews; Duane Arnold drill tomorrow; asked Lisa Epp to review discovery of Linn County seal missing the word Treasurer.

Adjournment at 9:46 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Amanda Hoy, Executive Assistant

Approved by:

STACEY WALKER, Chairperson
Board of Supervisors