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

Vice Chairperson Oleson called the meeting to order.

Motion by Oleson, seconded by Walker to approve minutes of October 19, 2020.

The Board received updates from the following Department Heads:

Charlie Nichols, Planning & Development – update on KPI’s; hired new Building Inspector; Food System Assessment presented at conference; additional 2&8 agreements with municipalities; electrical ordinance update; increase in roofing permits; zoning requirements for ag experiences; met with NextEra Energy Resources to discuss utility scale solar farm in Linn County; approval of land use amendment last night for Dow’s Farm and will come to the Board in November.

Britt Hutchins, Purchasing Dir. – budget is on track; requesting temp. in November for employee off on medical leave; postage; assisting with Mental Health Access Center purchases; secured contract for debris monitoring; various bids and RFP’s; met with RJ Carson yesterday at Mt. Vernon Rd. debris site.

Steve Estenson, Risk Management Dir. – actively working on Derecho and COVID claims; processing a lot of new hires; started training county departments again.

Chairperson Rogers asked if Estenson has any concerns with all of the walk in traffic on Wednesday’s and Estenson stated that he is working directly with Treasurer’s Office staff.

Garth Fagerbakke, Facilities Mgr. – new staff began Core Values; utilities status; budget update; fall budget amendment; identifying Derecho damages in county owned buildings; CSB – punch list items remain; exterior concrete still in the works; Public Service Center – front lobby remodel work continues; Courthouse – office remodel; Secondary Roads – installed a new electrical service to well and water; Fillmore Bldg. – new roof is installed and punch list to come; providing support for Overflow Shelter; Mental Health Access Center – exterior metal soffit and trim work in progress; installing floor, doors, trim work, HVAC; Harris Bldg. – contractor working on punch list items; LIFTS – working on punch list items; Facilities Storage Bldg. – staff prepped for Elections staff to utilize building; Facilities – winter preparation is in progress; COVID response.

Joi Alexander, Communications Dir. – Learning Institute begins again this month; fully staffed; working with Elections staff for upcoming election; working on various communication projects for Derecho and COVID; news releases for various county departments; continuing to work with Treasurer’s Office on notices; resuming work on fun fact Fridays; new flash screen module on website; working with Elections on their webpage site content; will meet with Public Health to work on their webpage content; FY22 budget planning page created; PAFR contract approved last week; working with Mental Health Access Center on their communication needs; logo review and brand management; monthly analytics.

Tamara Marcus, Sustainability Program Mgr. – Communications: setting up monthly Gazette column for sustainable initiatives in the county; working with Sustainability Council to develop a strategic plan; Assessment: collaborating with Matthew 25 to become a host site for the Land and Water Steward Program; met with Charlie Nichols regarding agritourism; collecting data for greenhouse gas inventory; Equitable Adaptation: met with Conservation Education Resource Managers about improved access for their programs; partnership with Academy for Scholastic and Personal Success; land acknowledgements; grow solar initiative; tree planting; potential community garden work at Fillmore building.

Adjournment at 10:32 a.m.

Respectfully submitted,

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

BEN ROGERS, Chairperson
Board of Supervisors