

**MINUTES OF THE INFORMAL MEETING OF THE JOHNSON COUNTY  
BOARD OF SUPERVISORS:  
FEBRUARY 23, 2011**

**TABLE OF CONTENTS**

	Page
Key Issues.....	1
Recap and Progress Report of Items Discussed at the January Key Issues Meeting.....	1
Contract with Video Center and Future Equipment Needs .....	2
Emergency Policy.....	10
Contracts with Area Libraries .....	14
Johnson County Historical Society and County Farm Property.....	22
Requests to Waive Penalties for Late Taxes .....	24
Employee use of County and Personal Vehicles for County Business .....	25
Alcohol Policies and Ordinances (For Joint Cities Meeting).....	34
Schedule of Meetings .....	35
Internal Processes, Expectations, and Other Operational Issues of the Board of Supervisors Office .....	36
Future Meeting Agenda Items .....	41

Chairperson Harney called the Johnson County Board of Supervisors to order in the Johnson County Administration Building at 9:00 a.m. Members present were: Pat Harney, Terrence Neuzil, Janelle Rettig, Sally Stutsman, and Rod Sullivan.

**KEY ISSUES**

**Recap and Progress Report of Items Discussed at the January Key Issues Meeting**

Executive Assistance Andy Johnson said in January 2011 the Board talked about planning for the Ambulance and Medical Examiner facility. That item is on the agenda for a Work Session scheduled on March 16, 2011. The Voucher and Reimbursement Task Force completed a report. Data has been collected regarding vehicle use by employees. Johnson said the County will follow up with that information this month. The Board talked about the public surveys on the website and the federal legislative issues in advance of Harney’s trip.

Johnson said planning for the Joint Cities Meeting was covered in the January 2011 Key Issues Meeting and will be revisited at the end of the meeting today. Parking for elected officials and department heads was also covered. Johnson said he thinks that item is set.

Harney said Rettig, Emergency Management Coordinator Dave Wilson, and Johnson have been working on the Emergency Policy. Rettig said County Attorney Janet Lyness and Human Resources (HR) Administrator Lora Shramek have been too. Johnson said Shramek is on her way to the meeting today. Stutsman suggested they move to the Contract with Video Center and Future Equipment Needs item on the agenda until

Shramek arrives. Johnson agreed. Harney said the Board will skip this item and return to it later.

### **Contract with Video Center and Future Equipment Needs**

Harney said the Board has discussed the need for identifying people who are speaking at meetings as well as an onscreen scroll displaying the date and time of the meeting. The other issue is the Video Center contract. Harney said the contract expired in July 2009 and has not been renewed since then. Videographer/Video Center Owner Andy Small said the contract expired in July 2010. Stutsman and Harney said the agreement they are looking at shows the date as 2009. Harney said if there is a more recent document he does not have it. Small said a search on his computer this morning showed the last contract is from 2009 to 2010.

Harney said the Board has concerns about missing one meeting and a couple of other issues. The Board wants to discuss the need of having backup to ensure someone is present at the meetings. These are important meetings for the public and they expect that the service is provided for the public to be informed. Small agreed and said he has taken some steps in that direction. He said he has an assistant that works with him currently and has rescheduled that employee's time so he and the assistant will do the meetings together.

Small said the second part of what he is going to discuss this morning is the equipment needs. He said he is not sure if one person can run four cameras, mix them live, and run the computer at the same time. Having an assistant will be very helpful and there will also be a backup in place. Small added that now when he ends the meetings he sets the cameras on the right location. He noticed that one of the cameras is not aimed correctly. Since there are so many cameras now in the room there is coverage on everything without having to zoom in or out. Small apologized for missing a previous meeting. He said he has taken the appropriate steps and continues to follow a specific program to ensure that issues like that never happen again for both the Board meetings and for him personally.

Sullivan asked Small if there would be a way to have an Information Technology (IT) employee trained at least enough to turn on the system in case there was a situation where Small could not attend. Small said he had a meeting with Information Technology Director Jean Schultz about that issue and that was the idea behind leaving the four cameras set up in the Boardroom and perfectly framed. He said the TV shows the four cameras on the screen and the one that is green is the camera that is offering the live feed. Small said it would be very easy to show some employees how to operate the system. Sullivan said that would be good backup. The County tries to have three people who know how to operate everything for a meeting. Small said that is a great idea.

Stutsman said part of their responsibility as elected officials is to constantly evaluate what they are doing and determining if that is what they want to do. The Board had discussed doing a customer survey. She said she would like to ask as part of the survey how many people watch the Board meetings on television. The audio files of the

meetings are superb and Stutsman has accessed the files a number of times. She said she wants to make sure that the Board is still viable as far as the camera viewing of these meetings. She has never been able to watch these meetings at home. There is a whole segment of the population that does not have access to these meetings regardless of what the Board does. Stutsman said they have access to the audio files. She has always supported the televising of the Board meetings and thinks it is an important service. She said she wants to check when the Board meetings are being shown and if that is an issue. Neuzil said the broadcast schedule for the meetings is a problem. Stutsman agreed.

Neuzil said on February 17, 2011, the meeting from February 10, 2011, was broadcast. All the work done with the February 17, 2011 meeting was not shown on February 17, 2011. Small asked if that really was the case. Neuzil said yes. He said something is not clicking. If people cannot watch the meeting on the night the meeting occurs, which they were not able to do this past week, then there are only two or three other times to watch the meeting. The February 17, 2011, meeting was an important meeting with the gun item on the agenda. He said those alternate times are not convenient times. One of the alternate options is at 2:00 a.m. Stutsman said that is what she feared. Neuzil said the Board needs to take a more holistic look at this. Something is not happening between Small getting the disk to the broadcasting company and them playing the correct disk. Small said he goes straight to the company after the meeting. Neuzil said there is a disconnect somewhere.

Stutsman said she has heard the Board meetings are not top priority for Government Channel 4. She said they get what they can. Neuzil agreed but said they are not showing the correct meeting. Small said that does not make sense because he has to rush the disk down to the station in a timely manner in order to show the same day meeting. Sullivan said it is possible that the station did not get something done in preparation to show the correct meeting on February 17, 2011. Neuzil agreed.

Harney asked if there is a contract with the broadcasting station and if there is a specific time they are supposed to play the meetings. Small said they are supposed to play the meetings at 5:30 p.m. on Thursdays, the day of the meeting. Neuzil said it is 5:00 p.m. or 5:30 p.m. and he knows this because he tries to watch the broadcast of the meeting. Small said no one else has their meetings played back in the same day. The station does a great job. There are two people who have to work on the disk for the rest of the afternoon to prepare the broadcast. If the meeting goes over three hours then they are working up until the very last minute. Small said it is a real-time transfer. If the meeting is three hours long, then it takes those workers three more hours to get it ready on their server.

Rettig said the company had requested permission to podcast and asked if that service is up and running. Small said yes. Rettig said that means someone can go to Government Channel 4 and access the meetings anytime. Small said Stutsman brings up a great issue about the broadcast schedule of the meetings. Neuzil said yes but they were showing the old meeting. Rettig agreed and said she has never watched a meeting by podcast.

Stutsman said she thinks it is interesting that none of the other Board members watch the broadcast. Rettig said she knows of people who do watch the meetings. Stutsman said people say they were flipping channels and came across the meeting. She does not know if people sit down and watch the broadcast. Rettig asked if Stutsman is proposing to not have televised Board meetings. Stutsman said she does not know, but said the Board needs make sure it is relevant in these tight economic times. She said the Board should consider if they are OK with just offering the audio files of the meetings and not the camera. She said the Board has invested a lot of money in the broadcasting of the meetings and is not sure if she is ready to suggest the Board stop the service. Stutsman said she will have to see the contract dollar amount when it comes back.

Harney agreed and said he needs to see that meetings are being broadcast in a timely manner and that people have the schedule. He said he was flipping channels and came across a meeting about two weeks ago. There was no sound and everyone on screen was washed out. He said he is not sure what meeting, but saw that the broadcast quality did not improve.

Small said he has been watching Government Channel 4 a lot lately to monitor the quality. Government Channel 4 is in a transitional period. Small said television is less relevant than in the past. That is part of the issue. All of the Board meetings could be podcast or streamed on the internet. The problem with a long meeting is in the conversion from analog to digital. There is a slight lag. Small said if they have ever watched the downloaded version from the Government Access they will notice the lips are out of sync with the audio. The technology is coming along, but it should be more advanced.

Small said they have had 50 years of analog video and have only had five years of digital video. Digital video is about to convert to high definition video, which is going to put all of the Government Access stations in a major financial bind if they are forced to covert. Mediacom pays the City money for all of the Government Access channels. All of the meetings that get taped receive some funding and Johnson County does not because they are not considered part of the City. Small said to their credit Government Access does have to work. The rest of the meetings show up four days later and there is no pressure. If those other meetings last three hours the station is able to complete their work on them.

Sullivan asked if there would be any benefit in inviting somebody from Government Channel 4 in to talk to the Board. Stutsman said she would be interested in doing that and learning if there are any other options. Sullivan said they could express a few of their concerns, like Harney had, and see what they have to say. Neuzil said the Communications Committee could also make that a task. Sullivan and Stutsman agreed. Sullivan said it would not have to be addressed during a Formal Meeting. Neuzil agreed and said he would rather have something worked out before they meet with the company. Rettig suggested that someone call City of Iowa City Cable TV Administrator Bob Hardy and request a visit to the station in order to find out what is going on and report back if

the Board does not want to wait. Neuzil said they can try to find another ideal time that would fit into the schedule.

Neuzil said he has tried to access the podcast service, but has had trouble with the archived part of the meetings. He has only had success watching what they are currently showing. He has not been able to watch a meeting from a previous week. Small said he thinks they only podcast the live meeting. Neuzil said the podcast is only showing what is currently being shown on Government Channel 4. Stutsman said OK. Rettig said she thought that they could access the meetings in archive files. Neuzil said he has never been able to do that. Stutsman said she has not been able to do that either and was hesitant to say anything because she is not the most computer literate person.

Neuzil said at 5:30 p.m. when the meeting is broadcast on television, a person could also access that meeting on the computer. A person is not able to go to a link for a Board of Supervisors meeting and view an old meeting. Neuzil asked Johnson if he can access old meetings. Johnson said yes. Neuzil said Johnson is going to try and access an old meeting. Johnson opened the website. Neuzil said the screen they are seeing is new and that is good. Stutsman agreed. Neuzil said they must have updated something. Small said the company is scrambling to come up with something. The channel has been in a state of flux for almost one year regarding play back quality. Neuzil said they have the meeting from the past week available on the website.

Harney asked if the 5:30 p.m. meeting is the only Board meeting that is televised live. Small confirmed and said it plays back two other times. The times seem bizarre. He asked who is going to watch the meeting at 3:00 a.m. and was told there are people on second shift who would watch it. The meetings are logically spread out for first shift, second shift, and third shift workers. Neuzil said the only thing that is live is the Thursday night meeting. Stutsman said the other meetings are archived. Neuzil said yes they are playback. Stutsman said if they use live streaming they need to post the times the meeting will be televised on the channel. She asked if that information will be included. Small said absolutely.

Rettig said before she was a Supervisor she watched the meetings regularly and she watches the Iowa City Council and School Board meetings regularly. She said she hears from people who also watch the meetings, or parts of the meetings, regularly as well. The ability to stream the meetings is important too. Neuzil agreed and said that is a whole new thing. Rettig said that way a person does not have to be committed to what time the meeting is broadcast on the TV channel. Neuzil said they should be promoting that service more. Small said it would be possible to create a link to the streaming. Rettig agreed and said they should advertise that service.

Neuzil said they have a 1:30 a.m. time slot. Stutsman asked if that is scheduled for a certain day or if that is everyday. Neuzil said it is on one day. Johnson said there is a time slot at 5:30 p.m. on Thursdays. Neuzil said there is a 1:30 a.m. time slot on Sundays. Johnson said there is a 9:30 a.m. time slot. Neuzil said the 9:30 a.m. slot is on Tuesdays. The station must run the broadcast of the meetings three total times. Small

said yes. The station is trying to broadcast the meetings at times first, second, and third shift workers will be able to view them. Stutsman agreed. Harney said it is amazing how many people watch the broadcast at 2:00 a.m. or 3:00 a.m.

Small said they are constantly improving the channel. Stutsman said that is good to know. She said she has not had luck with the podcast feature and she will try to use the service again. Sullivan asked if the Board wants to have a Supervisor meet with Hardy in order to discuss things in general. Rettig said that is a good idea and said she is not sure if Hardy needs to come and address all of the Board members unless they discover something that is a problem.

Small said equipment purchase needs is another topic on the agenda. Normally a meeting is filmed, taken back to the studio, and a lower-third Alpha CG is added to the meeting. The lower-third Alpha CG will display the name of the meeting, date, website, and if an important topic was discussed in the meeting. Small said he has submitted to Harney a piece of equipment that would plug into the current system that would allow them to do this. Digital video is what the County is currently using and it is probably on the way out in the next three to four years.

Small said this new piece of equipment would cost \$4,000, but he has found the card on eBay, which the County probably does not use, unopened for \$560. The ability to purchase this item is over in 48 hours. He said he had a meeting with Schultz and Network Administrator Bill Horning who said they could find a computer to run the equipment for \$500. It would be \$800 with the monitor. The total cost for the character generator technology and the computer would be around \$1,360.

Small said this technology would allow them to put up a lot more information. For example, they could display a list of upcoming events for five minutes. This technology would also gear up the County for the future when the television and the computer become one and viewers will download the meetings. It would be simple for IT to cut and paste the streaming media link that is connected to the website. More traffic would be generated if the website was on the screen at all times.

Harney said an issue about buying this item through eBay is that there is generally a warranty when the County purchases equipment or a company for them to go back to for repairs. Harney asked Schultz if there would be issues with something like that. Schultz said there could be, but it depends on the item. The \$500 is what they are paying for PCs now, but they have not looked to see if that PC has the technology the card would need to run. Small said the \$560 is the amount for the card. Schultz said she is referencing the PC cost of \$500. Small agreed. Stutsman asked if the amount is \$4,000 without doing the eBay purchase. Small said yes. Rettig asked if \$4,000 includes the whole computer and the card. Small said yes. Schultz said if the Board is interested they will look more in-depth at what level of technology the computer would need to have in order to run the technology. They could probably get it for less than the \$4,000.

Rettig asked Small what equipment belongs to him and what belongs to the County. She said Small bought a new camera. Small said he bought new cameras. Rettig asked if Small owns the cameras. Small said yes. Rettig asked if the County owns the boards. Small said the County owns the arms. Rettig asked about the equipment located in the back of the Boardroom. Small said he purchased all of the other equipment. Rettig said the only equipment the County owns are arms. Small said yes. Sullivan added that the County owns screens. Small agreed. Rettig asked if it is also true that the County does not own the recording equipment used in the Health and Human Services (HHS) Building. Small said yes and that is a totally separate system.

Harney asked if the County purchased something three or four years ago. Small said the purchase was to convert the overhead so the laptop images could be projected. He said he still has this equipment and it is in the room. That item is about \$100 whereas the new system that Facilities Manager David Kempf installed has that technology already built in to it. Small said last time he used it, the display played back in black and white. He was able to work around this and did not complain about it.

Rettig asked if a new system that has to do with the audio was installed when the Boardroom was built. Small said the new system will send out a video feed of what is going on the projection unit that he can plug into his system. The laptop images look great. Sullivan said before Small had to try and get a camera shot of the TV screen which never worked well. Small said yes and they had purchased an adaptor that did the conversion, but it was a temporary fix for the other room.

Harney asked if this piece of equipment was purchased, would it allow for a scroll with information on the bottom of the screen with the Board meeting date and time. Small said the information would stay on screen the entire time. Harney asked if a Board member is speaking how their name can be displayed so the public can know who is speaking. Small said one graphic is built and then the components of the graphic are changed. The name would be built into it; there would be five graphics with the five names. When the graphic is displayed it would seem as if the name is just being displayed because the background would not change. Harney asked if they can add in a display for when another person is speaking at the meeting. Small said they can add that in as needed.

Stutsman asked how much that piece of equipment costs. Small said it is \$4,000 as a turnkey system, but he has found it for \$560. Stutsman said she thought they were talking about a different piece of equipment. Small said no and that it is a considerable amount of savings, around \$3,000. Harney asked if it is the same piece. Small said it is the same exact piece, unopened and in the box. Stutsman said she does not know much about eBay. Small said he buys and sells items on eBay. Stutsman said people have been successful and she has not heard a lot of problems about using the website. It may be worth to try and it is not that big of an investment.

Rettig said the County would have to provide the PC and determine if it has to be new or if they can recycle something the County already owns. Harney asked Schultz if that

is workable. Schultz said they would have to look in more detail as far as what the technology needs to run. They would check and see if the County already has something they can use.

Rettig said the Board has a 2008 contract and asked Small if there as a 2009 contract. Small said he thinks so and saw one when he looked up the information this morning. Neuzil said his guess is that the Board extended the contract for another year. Small said he can email the document to the Board. Rettig asked if Small has a new proposed contract that he has given to Johnson. Small said no. He said he has a new contract that will take them through July 2011 and he can send that document to the Board. Sullivan said it is good to have a contract. They are working off an old arrangement and that is working fine right now, but it is good practice to have an up-to-date contract. They can figure out the time of year it will expire, and Small and Johnson can get in contact a couple of months before it expires and renew the contract. Small said OK.

Stutsman said it seems like there are three items to follow up. The Board has not decided who is going to talk to Hardy. Rettig said she votes for Neuzil since he watches the meetings. She asked if Neuzil is OK being volunteered. Neuzil said yes and he knows Hardy well. Stutsman asked if the Board would like to authorize Small to check the eBay listing and coordinate with Schultz to see if that is a viable option. Rettig said she would want Schultz to sign off on the decision to determine if it will work. Stutsman asked if eBay displays a picture of the unopened box. Small said yes. Stutsman asked if it has been verified that it is unopened. Small said the key thing he looks for is how many items the person has sold on eBay. If they have sold over 500 items and they have a gold star, then they are credible. Sellers are worried about feedback and bad feedback would hurt an eBay seller. They are good about taking back a broken item and eBay has a built in insurance plan. It is safe and a great deal.

Harney said he thinks it would be good if Schultz went with Neuzil to talk to Hardy so they can get a good understanding of what they do and how they do it. They can have a full understanding if that technology would work. Rettig agreed and said they can determine if they can get it linked to their website. Neuzil said that is possible. Harney said he had contact with the station when they were having issues with no shows and other things, and the station was willing to look at doing the programming but they were limited by time. Stutsman asked if Harney would like to go to a meeting with Hardy too. Neuzil said they can have Johnson coordinate a group meeting. Johnson said sure.

Stutsman asked if Small is going to look in to the potential eBay purchase with Schultz. Small said yes, after the meeting. Stutsman said the contract needs a lot of updating. Rettig said the version the Board has needs a lot of updating. Small said he will get the updated version of the contract to the Board this afternoon.

Rettig asked if the County was supposed to have equipment installed in the HHS Building as part of the sound that Kempf is working on. Johnson said yes and it is ordered through West Music. He was hoping it would be done by today for the joint meeting, but it is not. The worker from West Music is waiting until all the equipment is

in. Rettig asked if that means that Small would roll his equipment there on a cart and plug into the system like he does in the Boardroom. Small said there are two systems. The system in the Boardroom is not mobile. He still has the old system that he can use, but it is only three cameras.

Small said he is concerned about the audio system in the other room. He said he put that system together and he had to loan the County an audio board that is still there. He is not sure if that board is part of the system or if they put a new board there. Johnson said the board is not part of the system. Small said OK. Stutsman asked if Small will get that board back. Small said yes. Harney asked if the board was used in the Boardroom in or the HHS Building. Small said in the HHS Building.

Sullivan said one of the things they should do is make an inventory list which shows the items that belong to the County and items that belong to Small. Stutsman said she is surprised that Insurance Associates of Iowa City Partner and County Insurance Agent of Record Bob Saunders has not done that. Even if the items that belong to Small get damaged, the County would have a claim on it. Sullivan said Saunders may have a list and the Board does not know about it. Either way it is something they should do. Stutsman said they can check if Saunders has an inventory. The Board was surprised at how much of a mix the equipment is between the County and Small. Small said all of the equipment is insured through The Video Center if anything were to get damaged. He said if he were to drop a camera, for example, it would be insured on his end.

Harney said Small is going to have an assistant and asked if that would be someone from outside of the County. Small said yes it would be his employee. Harney asked if it would be advantageous for the County to have someone from IT or someone within the County to learn how to set up the system. Small said he would train someone if the Board would like. Stutsman said knowing how to turn on the system would be good. Rettig said she agrees with Sullivan that in the crisis situation someone in the County would be able to turn the system on and get a recording. Stutsman agreed. Rettig said Johnson could be taught how to operate the system too.

Rettig asked Small if he is going to propose a new contract to the County based off of everything they have talked about. Neuzil said that will come later in the year. Stutsman said July 2011 will arrive before they know it. Rettig said there is not a contract in existence. Small said he was not planning on a big increase, if any. The shoot is a little different than it once was. He does not have to transport the gear to the County. It is more complicated as far as the production is considered, but it is a great production. Every part of it is good. Sullivan said Small used to spend a lot of time setting up and breaking down. Small agreed and said the gear would break because of the transporting. That is not an issue now. The equipment only gets turned on once a week and it could last a long time. He said there are multiple backups for everything except a backup for him and that is the next step.

Stutsman asked Small if he will work with Schultz in order to train a County employee on the basics of the system. Small said yes and they could include someone

from the Auditor's Office too. Schultz said she would like Small to train more than one person in case someone is on vacation or sick. She said Small did show her a little about the system and Small is going to leave the room every week with the four cameras positioned. The concern is that meetings in the HHS Building are more complicated to set up. Small said meetings in the HHS Building are complicated.

Sullivan said there may not be a backup for the HHS building, but they have approximately 50 meetings a year in the Boardroom and two in the HHS Building. Stutsman said the audio will still be available on the website. It is not ideal, but it is what the County can do. Schultz said the meetings located in the HHS Building are probably going to be the most popular meetings to watch if the extra space is needed because that is based on how many people are expected to attend. Stutsman and Sullivan agreed. Small said he will have a backup person who can bring a camera to the meetings.

Harney said the fee for a meeting at a remote location should be included in the contract. Small said that is not a problem. He said there will be a convention around March 2011 or April 2011 when all of the new video gear is released for the next year. He is not sure what is available for the next year until next month. Undoubtedly, within the next three or four years Government Access is going to have to change their broadcast. Small said, for example, the large TV screen in the Boardroom is 16x9 so the meeting broadcast display is going to get wider and shorter. The arms that the County invested in are remarkable pieces of equipment and they make it easy to update the Boardroom. The arms will last forever.

Small asked the Board if they would like him to contact Hardy. Neuzil said they will start an email loop and find times to meet that could work. Small said OK. Small asked if there is a budget meeting scheduled for March 2, 2011, that needs to be video taped. Stutsman said yes, the public hearing. Small confirmed it is scheduled for 6:00 p.m.

### **Emergency Policy**

Johnson said the Board has a copy of what Rettig, Wilson, Lyness, Shramek, and he worked on. It is similar to what the Board has seen before, but they decided there was no reason to have separate sections for inclement weather and emergencies. It seemed like the items were repetitive. He said those topics have been combined and the policy addresses emergencies and inclement weather together. The first paragraph states that it is the policy of the County to be opened as much as possible as long as it is compatible with health and safety. When there are emergencies this procedure would apply. The first paragraph is essentially what the Board had in front of them at the Department Head Meeting. They just combined all of the factors somebody might look to when dealing with either weather or an emergency. The language was retained that the decision falls to the Chairperson, then the Vice-Chairperson, then in order of seniority and with consultation with other Board members when possible.

Johnson said the next section addresses when an emergency applies and the options the Chairperson or another Supervisor can choose. He said some of the items come from

the confusion with the blizzard earlier in February 2011. It is listed in order of severity. He said they may want to reverse the order since the document starts with the statement that it is the County's policy to stay open whenever possible. They may want the option involving the County to stay open listed as the first rather than the last option in the policy.

Johnson referenced the document and said the first option is that the County is completely closed and nobody is allowed in the buildings. All the items have been phrased to say "one or more County buildings" because with an emergency it may only pertain to a single building. The next item states that "buildings will be closed to everyone except essential personnel and if there is authorization from the Chairperson to be present." There is a definition within that item of essential personnel. Johnson said essential personnel is defined as emergency, building maintenance, those participating in a disaster response plan, legal personnel when State offices are open, and essential election functions if it is on an election day or within 24 hours after an election day. He said they added another clause "and other essential functions as determined by the Chairperson/Board of Supervisors" because they cannot predict every emergency. There might be something additional that is determined to be essential in a particular circumstance.

Johnson said the third option states that County buildings are closed to the public and employees are permitted to enter in order to work with department head or elected official approval. This item could have been the case with the blizzard. The buildings were closed to the public, but if an employee wanted to come and work in the afternoon this option would allow that. The provisions listed in the policy below this item explain that the employee will not expect any additional compensation. It is something the employee is doing on their own time. The fourth option is that buildings are closed and employees are required to work and possibly at an alternate site as directed. The fifth option is that the County buildings are open to the public and most of the language is congruent with the current policy and what is in the handbook. If an employee thinks they cannot work, they will have to take leave time.

Johnson said item C in the policy states the various ways the County is going to try and communicate about the closure. Item D lists the compensation provisions. They used what the Board decided to do a couple of weeks ago for compensation after the blizzard as the guideline. In option one, two, or three where the employee is told not to come in or where the building is closed to the public, as long as the employee is able to work and reachable, they will be compensated for that time. If the employee is off work for vacation or another reason that scheduled leave still applies. The compensation is for up to one day and number three under item D gives the Board the option for making some other decisions beyond what is listed. The last provision is the language that was used for essential personnel who reported to work during emergencies or inclement weather which grants up to eight hours of compensatory (comp) time. Johnson said this is the current draft they have for the Board's consideration and input.

Sullivan thanked everyone for their work on the policy and said it is not an easy topic to address. The County's different bargaining units, Ambulance, Sheriff's Office, and Secondary Roads, for whom this policy is going to be a non-issue, all had to be considered. He thinks an emergency and inclement weather policy is already covered with the social workers. Shramek nodded yes in response to Sullivan's statement. Sullivan said SEATS and administration are the two areas where the County could use some clarifying language.

Harney said SEATS is required to provide service if the city transit is operating. Stutsman agreed and said SEATS Director Tom Brase was working on a policy with Shramek for his department. Sullivan agreed but said part of the problem is that the contract has to acknowledge the potential situation and options. Shramek said the SEATS contract does address this topic and it is already in the contract. Sullivan said OK and the only problem is the Administration Unit.

Rettig referenced the document and quoted item D, part 3, "compensation for building closures longer than one day will be addressed by the Board of Supervisors on a case-by-case basis." She said Lyness requested that item be included because if they end up in a multi-day event, the Board is likely going to have to make other choices. With a one day event they can make the decision to close and the Board has blocked employees' access to come to work. With a multi-day event it makes sense that the Board would have to find another route to handle the situation. All of the committee members were grateful Lyness brought this item to light because the discomfort level rises when considering if the County would have to be closed for a week and are unable to find an alternate site. It was a good addition that may make people more comfortable with the policy. Stutsman agreed.

Stutsman asked how they will verify if somebody is available to work and asked what that means. Rettig said that is a problem and shared a conversation she had with County Auditor Tom Slockett. She said Slockett told her that one of his employees knew the night before the blizzard that she would not be able to make it to work the next day due to the weather conditions. The employee was not on vacation, family medical leave, in the hospital, or ill with the flu. The event prohibited the employee from coming to work, which is why the County was closed in the first place. Some of the responsibility is with the department head to determine if the employee was available to work. If the Board had decided to open at noon then employees should be reached and told to report to work at noon. Rettig said if they know an employee is in the Bahamas then they are not included in the consideration for compensation.

Stutsman asked if a department head tells an employee they have three court reports due and the employee has a computer at home, if the employee is expected to have those reports ready. Shramek said they could certainly do that. Stutsman said the department head has that discretion. She said if there are things that could be worked on from a home computer the department head is justified in asking the employees to do so. Rettig said that is why they used the language of "other essential functions as determined by the Chairperson/Board of Supervisors" because they cannot know what non-emergency

positions might be considered essential for that day. Sometimes HR could be essential personnel; it will depend on the day and the situation. Sullivan said during the flood there were three days the County was closed, but they had to find a location for Account Clerk II Carla Scherbring to process payroll. He said that function was thought to be essential by employees.

Wilson said when talking about this policy it came back to the department heads being able to verify an employee's availability to work. He said Rettig is correct about if an employee has a predisposition and is not available to work, the department head is the one that is going to be aware of that situation. The ability for telework is essential for how employers deal with closures in wildfire states and hurricane states. It is impossible for the Board to know about employees' availability, but on a day to day basis any department head would know that information.

Rettig said when Lyness recommended the compensation for one day, closures longer than one day being addressed on a case-by-case basis, the Board would only be bound to the one eight hour period. By the end of the first 24 hours of an event, or less than that, the Board will have a handle on what is going to happen. They will know if they need more employees telecommuting or if they need alternate sites. Wilson said historically, with the exception of the flood, they have had a good handle on plan B within 16 hours of most of the events that have affected the County. It may not always be that way so they have options in the policy for different situations. The 2008 flood was the only time the County was displaced for a prolonged period of time.

Sullivan said he thinks the policy is good and thanked those responsible for their work. He said the document addresses the County's needs. Stutsman said they will be prepared. She asked if the Board should put this item on the agenda for formal approval or if it is just a policy that is adopted. Harney said they are not limited to the list of items on the policy. He said there are some items that are immaterial, such as the item about the Iowa State Patrol implementing a tow ban.

Rettig said the list was put in by the Safety Committee to help show how they would frame the decision making. The policy says they may consider these elements in order to assist in decision making. Rettig said she does not have a problem with the items on the list. Harney said he does not either. Rettig said Lyness added an item to the list "decisions by the State of Iowa affecting State employees who work in County buildings." She said Lyness said they have to be careful in a situation where the courts are open and the Board closes the County Attorney's Office, other than if the building is in danger. If the building is in danger, they have to close. If there is a snow event and the courts stay open, but the Board orders the County Attorney's Office closed they have put those employees in a bad position. Rettig said she thought that was good advice.

Wilson said the premise was to have a reference point and frame work for how they are going to make decisions that are not random. Stutsman said not one item on the list is exclusive. Wilson agreed. Sullivan said this policy is an internal matter, but it seems like the public would want to know about it. Wilson agreed said he was not sure how

they proceed from this point. Wilson said he is not sure if this item should be included in a formal meeting. Stutsman said Shramek is indicating that yes, the public should be made aware of this item. Harney said he thinks the Board has to adopt this policy in a formal meeting if they are going to implement this policy.

Stutsman requested clean up of the document's formatting. Johnson said OK. Harney asked for this policy to be run by Assistant County Attorney Andy Chappell to determine if the Board should adopt this policy or if it has to go through a formal adoption process. Stutsman said Lyness was at the meeting and thinks the Board can just adopt the policy. Sullivan agreed and said the Board is not trying to have an ordinance. Johnson said this is similar to the County's Buy Local Policy. Rettig said Lyness was not able to see this document after the redraft and there will be one more legal review.

Rettig said she agrees with Johnson and said they should reverse the order of the options; they want to assume the County is staying open. Sullivan agreed. Neuzil said the closure of County offices is going to be an extremely rare occurrence. The County is not the Iowa City Community School District. Harney said he would like to keep the option of department heads allowing an employee to go home early using vacation time. Rettig said that would be accounted for under item number five in the policy. If they reverse the order of the policy's options then they are making their intentions clear. She said they are going to pick item number five more than any other option in the policy. Neuzil said the only things he can think of are tornados, a flood, or an extreme amount of snow as being the options for closure. He said that is the kind of rarity he wants. Harney and Rettig agreed.

### **Contracts with Area Libraries**

Johnson said he emailed a packet to the Board that included the contracts. He said he sent Lyness a question in regards to the provision about the timeline of the budget and he has not heard back. The budget process happens from January through March. He said the contract states that if either party intends to terminate the contract, they must notify the other by April 1. It does not specify the year. Johnson said he could see it either way, but he would think they would want it for the Fiscal Year after the year of the budget processes that has just been completed. Rettig asked if they gave notification of termination right now if it would be for the FY13 budget. Stutsman said yes. Rettig said that makes sense. Johnson said he can see another argument with the way the contract is worded.

Stutsman said she is bothered by the timeframe. The Board views the budgets after the fact. The information they receive now will be applied to the FY12 budget and they have already approved that budget without having the contracts. Sullivan said it would be nice to have the libraries in arrears for one year. Stutsman agreed and said the Board is approving and hoping a budget does not come in twice the prior amount. Then the Board would have to figure out how to fund the difference. Sullivan said he was thinking the same thing. One of the improvements the Board could make would be creating a one year lag so they are able to budget a known amount.

Johnson said this year he sent a form to the libraries. They filled out the formula that is in the contract. He said he thinks they got the form returned from everyone, but Iowa City. He said Budget Coordinator Rich Claiborne called Iowa City in order to get a specific amount. The County has budgeted specific amounts for the libraries based on the formula that is in the contract. Stutsman and Sullivan said OK.

Rettig said she is a big supporter of libraries, but this year they were just given a bill and this bothers her. The County receives a bill and they pay it. There has been at least one city that cut the library's budget this year. The County is paying more and the city is paying less. Rettig said she is uncomfortable with that. She believes strongly in the value of libraries and is proud they fund the libraries, but she wants to talk about this issue more. Sullivan said that is a good point. The contract assumes that the city is holding up their end. He said Solon is an example of where a lot of the usage is rural and what if the city decided they are not going to fund a library anymore or only put \$200 a year into the library. Rettig said they cut their funding \$5,000 this year. Sullivan said it could become the County's total responsibility.

Stutsman said the contract is based on rural usage, not capital projects or operating. They are paying for the rural residents that use the library. Sullivan agreed. Stutsman said they can cut the budget. Neuzil said nearly 60% of Solon's library budget is funded by the County. Sullivan agreed. Neuzil said the County has one member on Solon's board. Sullivan said he thought they had more than that. Neuzil said he does not think so. Stutsman agreed with Neuzil. Rettig said the Board is going to a Solon City Council meeting in April 2011 and this should be one of the items they discuss. Neuzil said it is the resident who lives in rural Solon who uses the Solon, North Liberty, and Iowa City libraries. Stutsman added the Coralville library. Neuzil agreed. Stutsman said there is reciprocity between libraries. If the Solon library does not have a book, they will get it from Iowa City. Neuzil said it is a nice system, but the system they have set up currently for rural communities is phenomenal compared to the State mandate.

Sullivan said in most states, libraries are a county function and there is a reason for that. They want everybody to have access and it allows the county to control the locations of the branches. Stutsman asked if they use a branch system, and not separate independent libraries with a full function of services. Sullivan said yes. Any big county in most states, even rural states, has a county library system with, for example, an Iowa City branch of the Johnson County library, a North Liberty branch, etcetera. Stutsman said she grew up in Fort Dodge and the community had a library system like that.

Rettig said she is an Iowa City resident and has an Iowa City library card, but at one time she had a Coralville and Cedar Rapids library card because she can go to any library she likes. They have a State agreement. She no longer carries the Coralville or Cedar Rapids card because their library was flooded, but at one time she had both and went to all three libraries regularly. Iowa City did not pay any more for her to use all three locations; it was part of their agreement with a State association. This contract started in

FY05 and they would be talking about an FY13 change if the Board desired. Rettig said that is eight years and it makes sense to talk about this.

Neuzil said he was on the committee with Carol Thompson at the time this began and it came down to determining if they want rural residents to have several choices, or if the County wants to designate one library as the host library for rural residents. Most counties designate one library in their county and give that one library funding. Neuzil said they are spending over a half of a million dollars so residents have more choices. Stutsman said it is more than choices; it is convenience too. Neuzil agreed and said their role is to determine if they want to spend from the rural tax base.

Neuzil and Stutsman asked for the budgeted amount they are spending. Rettig said it is over \$600,000. She said, referencing a document, this contract had the amount at \$398,842. Neuzil asked the Board to note how the amount has risen. Sullivan said Johnson included a document in the packet given to the Board that detailed the amount of the library funding. He said he was assuming the document was old because the number is lower than what they fund. Sullivan asked if that is the amount it was when Neuzil was part of the original negotiating of the contract. Neuzil said probably. He said it is something to look at when the County has all of their budgets flat lining and one budget that is increasing.

Sullivan said it would be great to have an updated copy of the document that shows what each county spends. It would be interesting to compare the numbers to what is happening today. He said they could see what the trend was for everywhere else. Stutsman said she was floored at what Linn County paid for libraries. Neuzil asked what Linn County pays. Stutsman said they pay barely over the required amount. Rettig said she assumes the numbers on the document are from FY04 or FY05. Sullivan agreed and asked Johnson if it would be possible to get an updated document. Iowa City Public Library Director Susan Craig may have provided the information. Neuzil said it was probably Craig. Johnson said based on the packet of information, Craig had a letter from East Central Library Services and that document may be from them. He said he would look into it.

Neuzil said the Board meddled with this before and the rooms were ready to be packed with residents upset that the Board is against libraries. He said that is not what the Board is trying to do. Stutsman agreed and said the Board is not against libraries. If they are going to make a change, she would like to have five Board members who are solid on the decision. It will not be a popular with the community. Rettig said she is interested in renegotiating the contracts, but is not interested in going to a single library system. Stutsman said if that is the case then she is not willing to talk anymore about it. Rettig said she does feel the County gives a blank check and that is a problem. Neuzil said the question is if there is a way to control cost increases better. Rettig agreed and said she is interested in talking about that topic. Neuzil said realistically that is probably all the Board is going to handle.

Harney said part of the problem is that the Board has no way of checking on the libraries spending the funds. They have to take their word. There are a lot of rural subdivisions outside of the city of Solon, but there may not be any more there than in other communities.

Neuzil said the other issue to address is that every community in Johnson County wants a library. Stutsman said a start may be to not contract with any additional libraries. Neuzil said at the time this process started Tiffin was trying to get accredited and now there is Swisher and Oxford. Before this process funding was awarded through a block grant. Stutsman said the County may need to go back to block grants. Neuzil said going back to block grants is another option. The Board can set the amount of money they are going to give and allow them to determine the rest.

Stutsman said libraries are based on rural usage. She and Harney are the only ones they are counting. She checks items out of the Coralville and Iowa City libraries and is basically paying twice. Rettig said she wants residents to have the flexibility to go to whatever library is convenient and she has that right because of a reciprocity agreement. She does not like the single library function and does not like the blank check either. She said she does not like the fact that the County's funding for libraries goes up every year and cities are starting to cut their budgets. She asked how cities have the ability to cut and the County has to pay more. They need a better negotiating element. Rettig said she supports all libraries and after going to the Swisher library she thinks it is wonderful, but that does not mean they should be given a 10% increase every year.

Stutsman said she thinks the contract is good because they pay for the rural usage. Former County Attorney Pat White did the contract and he was careful to avoid the County getting involved with any capital campaigns or expansions that the County would not have any say on. She said that since the contract is based on usage they should tell residents to use one library. If a resident is going to check out items from the library then the person can make the decision if they are going to use a Coralville, Swisher, or an Iowa City card, and that would be what the County is going to fund. A person could go to Iowa City and the County could negotiate with Iowa City to charge a rate for the usage of second card.

Sullivan clarified that Stutsman is suggesting using a rural card and allowing people to pick their library. He said Solon is an interesting case; they have a 3A school with most people living rural, most working in Cedar Rapids, and using the Solon library and not coming to Iowa City. Stutsman said Solon residents buy their groceries in Iowa City. Sullivan said a lot of the residents work in Cedar Rapids and do not come to Iowa City for anything. Stutsman agreed. Sullivan said he would hate to tell those residents they have to use the Iowa City library, but he would be OK telling the residents they get a choice of one library. He said a rural resident would get a card to the library of their choice. Neuzil said Craig will say they are getting a bargain because they are not charging the full cost. Sullivan asked what would be the downside to having a person select a single library to use. Neuzil said the management of that system would be a downside.

Johnson asked how the proposed system would work. He asked if a person goes to the Iowa City library twice if that would count as two usages. Stutsman said yes. Johnson asked if they go to Iowa City and Coralville one time each that would be a total of two uses. Sullivan said yes and said Stutsman gets counted more than once. Johnson agreed and asked if a person choosing their library would result in a savings. Going to the Solon library 54 times is 54 library usages, whereas if they go 25 times to Iowa City and 25 to Solon it would be equal between what a person would pay at the two. Sullivan asked if money would be saved by going to one library. Stutsman said Johnson is probably right.

Harney said another element to consider is that if he goes to the Solon library there are a limited number of items available and he may need to go to Iowa City or Coralville for a larger selection. Stutsman said if she is unable to get an item in Iowa City, the library will get it from Coralville; she is not going to Coralville to get the item. She would not be counted in Coralville's numbers.

Rettig said Johnson's question does not work the way he said it. She read from the contract, the County shall pay a percentage of the real-estate askings equal to the preceding three fiscal year average of the percent of the total library circulation attributed to the residents of the unincorporated of Johnson County. It is not that \$0.50 is paid every time Stutsman goes in. If the total circulation is one million and 25% of that is unincorporated then the County is going to pay 25% of the real-estate askings. Stutsman said OK. Rettig said it is like what was described, but it is more nuanced. The contract states that it will be equal to the preceding three fiscal years and Rettig asked if they go and check the numbers given by the libraries on the forms. Stutsman said it could be like the landfill. When the Board started looking into it, they found they were paying for things they didn't know about. Rettig said the library has to publish their circulation and they give the formula, but asked if the Board has ever checked it out.

Rettig said the County's costs keep going up every year and they have no say in it, which is troubling. Johnson said there is a cap. The levy cannot go up more than \$0.05 for libraries based on their askings. Sullivan said in any given year. Johnson agreed. Neuzil asked if they hit that every year. Johnson said he does not know. Neuzil said as the Board talks more it would be nice to show the trend that is occurring versus the block grants which have frozen. Stutsman suggested they set a cap for all library funding and dole out the funding proportionally to the rural usage. Neuzil said that is the other option, to get it back to a block grant form with a calculation involved. He said the idea is the Board would control the amount. Stutsman said then this budget will be flat like the other departments.

Neuzil said the County froze the block grants for human services and they are continually increasing the money for libraries. He said if he had to choose between the Rape Victim Advocacy Program (RVAP) and a library, he is going to choose RVAP. They start to get into priorities, one stays flat and another stays up, and the increasing one is the priority he would not choose.

Sullivan asked if they need to restart the Library Task Force and open up the conversations again. Stutsman said she is willing to do that, but in the past it was stacked with the libraries and she does not think they are going to get anywhere. Neuzil said if they try to make any changes they have to start with the Board first.

Rettig said the Board wants to gather the data and have one more meeting before April 1, 2011. She said the Key Issues Meeting scheduled in March 2011 is on an Iowa State Association of Counties (ISAC) meeting and she assumes Johnson will be renegotiating a new date. Johnson said that is item I on the agenda. Rettig said the Board can have one more meeting and decide on their course of action. They would have to notify the libraries by April 1, 2011, that they want to renegotiate. Stutsman said they would have to notify that they are thinking about changes. Sullivan said he thinks they should notify the libraries of this even if they are not able to get their act together. Rettig said they should notify them before they get any farther down the road. Sullivan said he would like to get more information.

Neuzil suggested having a smaller work group than last time. Stutsman said she would like to move away from the usual suspects. They assume there are going to be representatives from all of the libraries there and the County's Budget Coordinator. She would like to have an objective opinion from the community to look at the numbers side of this topic; someone who knows the County's dilemma.

Sullivan said it looks like they tried to do that last time. There was a rural resident, a Solon subdivision representative, three librarians, and the County Attorney involved. Harney said it got ugly for a while. Neuzil said there was a work group and there was the audience. Stutsman asked if those people came to all of the work group meetings. Neuzil said a lot of them did. Sullivan said that may have been a mistake. Neuzil said that was probably a factor that made it difficult and then the lobbying started. It is a politically charged issue. Stutsman agreed and said unless the Board has a commitment to make changes she does not want to spend a lot of time on the topic. Neuzil agreed and said he does not want to mess with it.

Sullivan said he cannot commit to changes because he does not know what changes are needed. He needs more information and said he does not want a run away train. Rettig said she is committed to saying the County cannot have a blank check where someone else is determining the amount. She has that same opinion with the Joint Emergency Communications Center (JECC), Emergency Management, and the library contract. The Board has to have some controls over their budget. Neuzil suggested the Board can look at the cap. Once they start to understand what the \$0.05 levy means, they may be able to determine that the levy should be set at \$0.03. That may be a good start.

Harney said he can go along with that, but would look at it from the other perspective. He said Johnson County is growing, with around 130,000 residents, and they have to include the growth factor. Rettig agreed and said the unincorporated population has grown from 21,000. Sullivan said they do not know the total growth.

Rettig said they are guessing it is close to 25,000. Neuzil said Harney is correct that the population has grown, but asked why they have not raised anything to reflect this growth. Sullivan agreed. Neuzil asked why they have not raised any human services because that need has grown too. Sullivan agreed to the growth.

Stutsman said it is responsible to say that the Board is asking everyone to have flat budgets, but this is a contract that continues to increase. Sullivan said the two Board members who were not serving when the contract was created are advocating for talking about changes. The three members that were part of the original contract are reluctant to enter into that discussion. Neuzil said the most realistic option is to figure out a way to cap the amount of potential increase and consider putting a limit that matches something else the Board has flat lined. Sullivan said it has been too long since they have opened this conversation up and they should look at this topic again. Neuzil said rural tax payers are concerned their taxes are too high and not enough funds are being put in the roads. He said there is one side of the budget that is increasing.

Rettig said she has not calculated the budget, but that may be the kind of data they are going to need in order to have this discussion. She asked how much the budget has increased over the eight year contract, what the percentage is a year, and how that is reflected in the levies. Neuzil said Claiborne should be able to show that information. If it was around \$300,000 in 2005 and now over \$600,000, big increases are occurring. Sullivan agreed and said that is a 100% increase in eight years. Rettig said any contract that is eight years old needs to be discussed. Stutsman agreed. Neuzil said they are talking about a 70%, 80%, 90%, or maybe even a 100% increase and nothing else has done that in the budget. Stutsman said Rettig knows from experience that when it was mentioned in a meeting that the contract was going to be reviewed, the calls started.

Rettig said she thinks the residents should have a choice of what library they use. She likes the fact that they can go to multiple libraries and does not want to pick a single library. That does not mean that she does not want some financial controls. She said she is disheartened when their funding of libraries has increased and at least one city cut their funding. Stutsman said it would be interesting to see what other cities have done. Rettig said they need to figure out what happened in all of the cities' budgets. Stutsman said it is expected of the County to provide funding with no questions asked, but cities can make decisions on their funding.

Johnson asked if the Board would like this item on the agenda for the Key Issues Meeting scheduled in March 2011. He said the Board wants the current list of county support, the information on how rural usage is verified, and information on the levy and budget for the last eight years. Stutsman asked if they want to start asking surrounding counties what they do with their libraries or if they want to do a survey through ISAC. Sullivan said if they can get an update of the form showing the current list of county support they will know what the surrounding counties do. He said that form takes every county into consideration. Neuzil said he is curious how Linn County deals with their libraries. They must have some system that is much different from Johnson County.

Johnson asked if they should collect information from Linn County and Scott County on this topic. Stutsman said yes and asked for specific information about their rationale for funding of the libraries. Rettig asked if the Board wants to see the data before deciding to open up the contracts. She does not feel prepared for the calls from the public in regards to this matter. Stutsman and Sullivan agreed. Stutsman said this is just a brainstorming session. Rettig agreed and asked if the Board will have one more Key Issues Meeting before April 1, 2011. Stutsman said yes.

Johnson said he thinks there is a provision in the contract for terminating the contract, but he is not sure there is a provision for amending the contract. The County Attorney may have some input on the topic. Stutsman said OK. Sullivan said the Board may not change anything, but it would be a mistake to not talk about the topic. Harney said he wishes there was a way to know how many children there are, youth in schools for example, that they could base their decisions on. Most adults, not all, could pay a little more for services. Stutsman said the amount that libraries would charge a rural resident for a card was exorbitant. Rettig said it was around \$400 or \$500. Stutsman added that amount was per person.

Neuzil said he assumes that in Linn County, rural residents go to the city and buy a card. Stutsman said that is an example of limited access. Neuzil said when thinking about the amount of people who use the rural library system versus those who do not, it can be asked if it should be a government or a fee service. That gets back to the question of rural residents paying a levy and if those people are already putting money into the service. Sullivan said this is a county service in most places so every person pays equally. Just the location of the library has to be decided.

Neuzil said that comes back to the question of should libraries be a government service. Stutsman said a government service versus user fees. Neuzil said if he is an Iowa City resident who wants to use Mercer Park Aquatic Center then he pays to use the facility and the government does not pay for him to use the facility. Rettig said she can argue this point. Neuzil said he is illustrating the concept of a user fee. His taxes pay for Mercer Park Aquatic Center. Rettig said she understands, but is a big supporter of free public libraries. Stutsman said all of the Board is in support of free public libraries. Neuzil said there is something to be said on this topic.

Stutsman told Johnson she would like to know how much the County is required to pay by law for libraries. Neuzil asked for the County mandate. Sullivan said that information was included in the packet of material. Johnson said the County is mandated to fund \$0.675 per \$1,000 for FY10 which would be \$79,111. Sullivan asked if it is \$0.675. Johnson said \$0.0675 per \$1,000. The Johnson County FY10 budgeted contributions to libraries was \$611,821. Rettig asked for which Fiscal Year. Johnson said FY10.

Stutsman said she would like to know how that amount breaks down per capita or per usage. Rettig said if they are 25,000 residents then it equals to \$24.47 per rural resident. Sullivan agreed. Neuzil said they could not charge residents by putting tax on it and then

make it a user fee. The libraries are free to visit. Checking items out is where the costs come in. Rettig agreed. Stutsman said as a library user she sees this as a bargain. Rettig agreed and said it is hundreds of dollars if a person has to buy their own card. Stutsman said there are a lot of people that do not use the library. Neuzil said that is the issue. Rettig said she has never sent a person to public school, but she still pays for the public schools. Neuzil said residents can go to the library, but they cannot check items out without the card.

Sullivan said about two years ago University Heights went through a similar situation. Rettig said University Heights changed their contract and the Board should figure out what it says. Sullivan said the Board should see what they did. Neuzil asked if University Heights had been using the Coralville library. Sullivan said he does not remember what happened or how they changed, it but it would be good to check. Stutsman agreed.

Harney confirmed that Johnson will gather the information and the Board will revisit the topic during the Key Issues Meeting scheduled for March 2011. Stutsman said yes. Rettig said they may find they are fine, but she would like to know the details. Neuzil said if they have to cut or freeze a human services agency, they should have to ability to cut or freeze a library service. If Johnson County is having that much of a budget crisis then they need to have that avenue in place. Stutsman said Neuzil is saying that they want to change the contract. Rettig said the Board is not making that decision now. The Board is going to gather the data and have another conversation.

Harney said he could argue this issue from the other side. They can invest in their children and youth as compared to human services. Neuzil said Harney can invest in children and youth versus someone being able to eat food, but that is not his choice. Harney said that is not what Neuzil said earlier. Neuzil offered the Crisis Center as an example of a service. Stutsman said it comes down to an issue of convenience and determining how much they are going to pay for convenience. Neuzil said they need to determine their priorities. He said if the County is in a situation where people cannot eat or if they are going to go to the library, he would choose the option that allows people to eat. Rettig said that is not a good analogy. The County does not fund any block grants out of rural funding. The analogy that would have to be made is whether or not they can drive on their road. Stutsman said rural funding does pay into the block grants through the general funds.

Recessed at 10:30 a.m.; reconvened at 10:37 a.m.

### **Johnson County Historical Society and County Farm Property**

Sullivan said during the budget process they committed a substantial amount to the Johnson County Historical Society's (Historical Society) Capital Campaign on top of what the County normally funds. The last time the Board had a conversation about this funding was with the former Executive Director. Sullivan said the director made promises for things to accomplish vis-à-vis the County Farm. The director left the

Historical Society. Sullivan said they are not completely sure if the board and the other staff at the Historical Society know of the promises that were made. The Board does have an interest in improvements at the County Farm. It would be good for the Board to send a letter and request a meeting. Stutsman asked Sullivan if he is talking about a joint meeting. Sullivan said he does not know the best way to go.

Rettig asked if the Historical Society has hired a new Executive Director. Neuzil said he does not think so. Neuzil said when former Historical Society Executive Director Shaner Magalhães met with the Board he said the County Farm would be on the tail end of the project. Neuzil said Magalhães said they were settling in and working on many things. The County Farm would have been addressed in year four and five. He said he thinks there was a five year, \$20,000 commitment. Sullivan said they are in year four. Neuzil said they are now hitting the part where it was going to be addressed. Rettig asked if there was a contract or if they need to find this conversation in the minutes. Neuzil said it should be in the minutes. Rettig asked if there was no contract. Sullivan said no.

Stutsman said a couple of Supervisors could meet with the board chair and director of the Historical Society. Neuzil said this is an Economic Development Committee issue and they could assign people from the committee to handle it. Rettig said the committee name is being changed to Economic Development/Quality of Life. Sullivan said that would not be a bad idea. Stutsman agreed. Neuzil said they can keep this topic in that realm. They can start talking about expectations. He said one of the considerations, in addition to looking at the conditions of the facilities, was to assist the County with a vision process of how to better use facilities and look for grant opportunities. Neuzil said he thinks the Historical Society would have a lot of interest in that. Sullivan said he remembers talking specifically about having signage to label historical sites. The Board expected that sort of thing to show up there.

Rettig said in January 2011 Chatham Oaks asked if they would be allowed to use the barn space they currently have under the new lease. She said they also asked who owns the rest of the items. There is a lot of farm equipment. Rettig said Chatham Oaks Executive Director Vivian Davis said she sees that equipment more often than anyone else and something needs to be done with it because it is being destroyed by wildlife and conditions. Stutsman said that was started by former Historical Society Director Laurie Robinson who had great ideas. She said she thinks they have lost track of all of those plans. Rettig said the Historical Society may not know they own all of the equipment. Harney said it was part of County home property. Stutsman said the equipment is not part of County home. Harney said he is talking about how it was the County's at that time, not the operation as it is now.

Rettig said according to Kempf, the equipment belongs to the Historical Society. She said they have hauled items there that have been donated and are too large to store in their facility. It is not just farm equipment. Sullivan said that is another issue. Harney agreed and said there have been items contributed later on.

Stutsman said she and Harney are on the Economic Development Committee. Stutsman asked Johnson to go through the minutes and find out what was said. She said she is willing to set up a meeting with whoever would be appropriate to talk to about this topic. They all need to get on the same page. There have been too many changes. Rettig asked if there was a Poor Farm plan at one time. Stutsman said yes. There was even a proposal to build the Historical Society on that land. Rettig said her spouse, Robin Butler, worked for the Historical Society at that time.

Sullivan said there is a plan that was put together by Metropolitan Planning Organization of Johnson County (MPOJC) that has changed a little bit because the JECC was constructed in that location. The Melrose Ridge was not there either. Harney said it is laid out in the plan that it was for public use and there was an area that was to be preserved for that. Sullivan said it has not changed dramatically.

Rettig said the Board needs both the plan and the minutes for general information. They also need Stutsman and Harney to go and meet with someone from the Historical Society. Neuzil agreed. Harney said he thinks the chair of the Historical Society board should be included as well as the staff. Stutsman said she can make some phone calls and determine who to meet with from the Historical Society.

### **Requests to Waive Penalties for Late Taxes**

Johnson said he gave the Board a copy of two pending requests. There is a form letter that has often been sent out, but the procedure has varied. He offered a suggestion to circulate the pending requests and if no one was interested in discussing the requests, a letter would go out to the person. The County Attorney was uncomfortable with that option. Johnson said his thought would be to include the pending requests on an agenda with addresses and give the authority to the Chair to send a letter to the person. The Board could have discussion on the requests as well.

Sullivan said that is a good way to handle this item. He asked specifically about a request that states "we are all on Medicaid right now." Sullivan said County Treasurer Tom Kriz is good at figuring out if a person is eligible through a disability. Neuzil said Kriz works with the Department of Human Services (DHS). Sullivan said he wants to make sure that line clued Kriz in. Stutsman said she thinks the person is asking for the \$106.00 in penalties to be abated. Johnson said yes. Rettig said Sullivan is right and they should make sure the person has everything that he is qualified to receive.

Johnson said the letter they send should refer the person to DHS. Johnson said Kriz relies a lot on DHS. Sullivan agreed and said he would not expect Kriz to know that is a clue word, but this person may be eligible for a break. Stutsman said she thinks Kriz does know. Neuzil said he doubts it and thinks it is a different section of the code. Late fees are different. Rettig said she does not think the person will get anything for late fees. Sullivan agreed and said he is talking about moving forward. Neuzil said he understands and they are talking about making sure the gentleman knows his options. Sullivan added that the person may be misstating when he says "we are all." His kids

would be on Medicaid because he is unemployed, but it would be different if he is or not. Neuzil said he may be eligible. Stutsman said he may have a disability. Neuzil added there are certain requirements, money in the bank for example, and this person may have money available in the bank.

Stutsman said both of these requests are to waive late fees. She has always been consistent and is not interested in waiving late fees. Neuzil said it is not just late fees for Johnson County. They start to get into other tax entities. Harney said other entities like the school board. Stutsman said she does not want to go down the path of who has the best set of circumstances. In that respect the Board becomes judge and jury. It is better to say they do not waive late fees because of the responsibility they have for all of the entities and if they waive the late fees for one person they are going to have to do it for everyone who requests it.

Rettig asked if County Attorney Janet Lyness is not comfortable with the County having a form where they indicate they wanted to discuss a request further. Johnson said the Board could discuss a request. Rettig asked if Lyness thinks the Board has to vote on a request every time. Johnson said the letter goes out under the Board Chair's signature. Stutsman said they authorize the Chair to send the letter. Johnson said he worked on this awhile ago and did not fully develop it, and now the requests are coming back in. He thinks this item would be included under permits in a Formal Meeting with the address stating that it is a request to waive late fees. If the Board wanted to move something to discussion it could be put on the agenda for the next week. Rettig said OK. Harney said he thinks Lyness is concerned with the potential for a walking quorum rather than making the decision in the Boardroom. He said the decision should be made in the Boardroom.

Sullivan said when a person writes a letter to a governmental body they have to understand that it becomes public record. They do not want to air everybody's dirty laundry, but that is how the system works. Rettig said the item could be included with just the address. Stutsman said that is what they do with the DHS abatements.

### **Employee use of County and Personal Vehicles for County Business**

Harney said this has been an ongoing problem for the County. The Board has received reports on the use of the vehicles. Johnson said the Board has the data on the usage. The people were not asked to come in for the meeting. He said he assumed this item was for the Board to have a discussion on the data and determine if any changes needed to occur. Neuzil said it would be nice to come to a conclusion on this topic. Stutsman said the union is covered in the contract and they should not consider this for Secondary Roads Leadpersons John Conner, Mark Stewart, or Mike Hennes. Johnson said they would be considered if the contract comes up and the Board is interested in making changes. Stutsman agreed.

Rettig said she is unclear on the policy for Kempf. She said it is not clear to her if when he is called in to work if he stays and does his workday, or if he goes home. Rettig

said Kempf said in an email that he does not request any reimbursement. Rettig said Kempf should request reimbursement if he made a special trip to work. Stutsman agreed. Rettig said a lot of times Kempf comes in at 4:00 a.m. and works until 2:00 p.m. Sullivan said some of the dates are Saturdays. Rettig said if they are Saturdays then Kempf should be reimbursed.

Harney said he spoke with Kempf about this issue. Harney said Kempf said that he has been coming in and checking on the workers installing the new windows. Harney said Kempf said he is making sure the workers have access to the areas they need and are doing their work. He said there are snow days and issues at the Jail that Kempf has handled. Harney said Kempf said he is trying to delegate to the on call employee rather than Kempf coming in for every instance. Rettig said if Kempf has made a special trip in to work that is not part of his workday, then she hopes he will turn that in for mileage reimbursement. The decision of not allowing Kempf to take a car from the County fleet does not mean that they do not hold responsibility for his coming to work outside of normal hours.

Neuzil said Kempf's schedule is not enough to justify him using a County vehicle to go home and to work. An employee who has a County vehicle has to have one because they are on call. If the employee does not have a County vehicle then they should be reimbursed for the use of their personal vehicle. Stutsman said she has the same opinion on this issue for County Engineer Greg Parker. Rettig said Kempf is not taking a County vehicle home. Neuzil said that is his point and he does not see enough of a reason to authorize use of a County vehicle. He said he does agree that Kempf needs to be reimbursed if he has a special circumstance that brings him to work.

Sullivan said if they take out the window contractor element which Kempf has come in to check on, then Kempf has come in two Saturdays to plow. He said Kempf also came in for a Saturday during the summer. Neuzil said there were rain issues. Sullivan said Kempf should be reimbursed for those times. Rettig asked what the County pays for reimbursement. Sullivan said \$0.41 or \$0.42. Stutsman said she thinks it is \$0.49. Harney said \$0.45. Neuzil said he thought it was \$0.42. Sullivan said Supervisors rarely turn in the form. Rettig said Kempf has driven 996 miles and at \$0.42 then equals \$418.00 if every trip was a non-work day, which they are not. Sullivan agreed that they are not all non-work days.

Neuzil said based on the information, he is not interested in changing anything. Sullivan said he would like to encourage Kempf to turn in his reimbursement. Rettig agreed and said if he goes back home because he is not scheduled to work, then he should be reimbursed. Stutsman agreed. Neuzil asked if anyone else other than Secondary Roads that falls into this category. Stutsman said no.

Rettig said in seven months Parker has driven 103 miles. Sullivan asked if Parker has only traveled three miles for each trip. Stutsman said she thought that meant from Parker's house to Highway 965 to check on the project. She said Parker may have been thinking that he was taking that trip on the way to work. She did not check the dates to

see when the trips occurred. Sullivan said the information says the only places Parker went were to Interstate 380 and 120th Street. Stutsman said when Secondary Roads met with the Board they pointed out how many times they check in on projects on the way to work versus going to work and taking a County vehicle to the project. Sullivan said this is exactly what they were told ahead of time; Maintenance Superintendent Kevin Hackathorn is the one who checks in on the projects. He said Hackathorn's records are all over the County. Neuzil said he thinks that is necessary.

Rettig said she and Stutsman were the only two members who opposed letting Parker keep the car for another six months. The other three members wanted an update on the usage. Sullivan said he wanted the information. Neuzil said he wanted to be able to tell a department how many total vehicles they would be given and allow the department head to make the determination. Rettig said she does not agree with that option. The person who will never get called out is likely to decide they are taking a vehicle.

Neuzil said he thinks the evaluation of an individual and their decision making is something the Board can determine later. He said is he trying to consider this process wise. Sullivan said he understands that argument. Neuzil said he thinks the department head should be allowed to make the determination. If the department head determines numbers wise that they should get a vehicle over somebody else then they are going to have to explain that to their bosses. Sullivan said there are four people who are part of the non-bargaining unit and it looks like three have justified the use for a vehicle and one has not. Stutsman said those employees do not take a vehicle home every night, only when they are on call. Sullivan agreed. Rettig said they are the union employees. Stutsman agreed.

Rettig referred to the data the Board has and calculated for seven months. 117 miles at \$0.42 would cost the County \$49.14 versus \$30,000 for a vehicle. Neuzil said there would be additional costs of oil, maintenance, etcetera. Stutsman added insurance and said the list could keep going. Johnson said the amount the County pays for mileage is \$0.45.

Harney said they could change this, but part of Parker's hiring agreement was that he has a County vehicle. Rettig said it was not a contractual agreement. Harney said it was a verbal agreement and they have to consider if they want to stand behind their word. Neuzil said process wise he thinks each department should be given a certain amount of vehicles and it is up to the department head to allocate those vehicles according to need. Rettig said she does not agree and does not think that Parker needs a County vehicle. Neuzil said he is not suggesting that Parker should get a County vehicle. Rettig said she does not think that taxpayers should be subsidizing the commute of the County's highest paid employee. Neuzil said he thinks it should be up to each department and if the department head makes a poor choice then it is the Board's responsibility to step in. Rettig said the Board does not do that. Rettig said Parker has justified \$50.00 of reimbursements in seven months and he does not need to have a car.

Stutsman said as managers the Board needs to make the determination. They have data to help make that determination and give direction. Neuzil said he is thinking about the process and wants to avoid micromanaging. This is a process question. The County policy would be that a certain department would be given three vehicles and the department head would assign them. Rettig said she is not even willing to argue a department would get three vehicles. Rettig said Hackathorn had two trips in August 2010 totaling 53 miles, but he took a \$30,000 vehicle home for around 25 days. If an employee is not being called out regularly, then the math does not work for any of these people to have a County vehicle. Harney said he understands the point Rettig is making, but when there is an employee on call they need the vehicle in order to respond. Harney said in a meeting with the Board, County Sheriff Lonny Pulkrabek said he does not want individuals responding in their private cars. This means they would have to go to the shop to get a County vehicle and then respond to the call.

Neuzil said they should allocate a certain amount of vehicles to a department. The department can figure out, for example, if it is Parker's turn to have a vehicle versus Hackathorn's. It is not going to be Hackathorn every time, he may have the week off, and then it is Parker's responsibility. Harney said a rotation would be a good idea. Neuzil said he would like the person on call to have the vehicle. He does not know who that is in the department and if they name three specific people to have County vehicles then Parker will never be on call. Harney said they could word it to state that the person on call is the person who takes a County vehicle home.

Rettig said Secondary Roads has two people on call that the union contract requires take a vehicle home. Neuzil said he does not think the County needs to have Roadside Vegetation Manager and Weed Commissioner Chris Henze, Hackathorn, Assistant Maintenance Superintendent Kevin Braddock, and Parker to be on call without just being reimbursed if that is necessary. Sullivan said they could easily get by with one less vehicle at a minimum. Neuzil agreed. Sullivan said the Board has to put their foot down and tell the department they are getting one less vehicle. Neuzil said he is in agreement with that.

Harney said he is not saying they may not need a vehicle during their normal work day, but he agrees with Neuzil that the person on call should take a vehicle home on a rotation. Not all of the vehicles should be taken home all of the time. Neuzil said Parker has his vehicle and Hackathorn, Braddock, and Henze have their trucks. It has become each of their individual trucks and it should not be that way. It should be the department's vehicle for the employee on call. The County vehicles have become employees' personal vehicles and it is not justifiable.

Harney said they should work with Parker and show him that the data shows only one on call person needs a vehicle and whoever that person is can take the County vehicle home. Neuzil said he wants to know if they need three more. Rettig said she does not see why Secondary Roads needs six vehicles. Neuzil agreed. Rettig said two are part of the union contract and that is worth talking about when they go through negotiations. It is better to pay the reimbursement or give them a stipend.

Neuzil said it seems like Henze needs one and Hackathorn needs the other vehicle. Rettig said the chart they have is not sufficient. They are looking at the mileage from an employee's house to a County vehicle at the shop or the central office. The County is already paying for miles from the shop or central office to the event. The employee would not be reimbursed for the total round trip. The data is showing, for example, a total trip of 212 miles, but possibly only six of those miles need to be reimbursed. Hackathorn and Henze live in Oxford and the reimbursement for them would be the mileage from their house to the office to pick up the vehicle. Neuzil said that would be the mileage if they park there. The other option is to instruct them to park at the closest maintenance shop to their home. Rettig said they are still paying for their commute and asked if that maintenance shop becomes their work place.

Sullivan said he is thinking about an emergency situation. It does not make sense to have Braddock go all the way to the current shed when he could leave a vehicle closer to his home. Braddock would be able to get to a County vehicle quicker and respond faster without having to go to the main office. Braddock should have that option. Sullivan said Hackathorn could leave a vehicle at the Oxford shed, which would be a lot closer for him.

Stutsman said the argument made was about the time factor. If there is a stop sign down or a barricade that needs to be put up do they want the employees to spend the time going to the shed, picking up all the equipment, and then going out. She said she can agree with that argument. If a stop sign is down, minutes can make a big difference. Stutsman said considering that perspective she does not have a problem with them taking County vehicles home. At some point they are going to make this so complicated that in the long run they are not going to have accomplished anything.

Neuzil said he does not like the idea of having a situation where Parker is responding to a call and has to drive to the maintenance shop to get equipment to then respond to the call. Neuzil said Parker does not need a vehicle for a situation like that. Stutsman said it has been verified by the Sheriff's Office and by the data the Board is looking at that Parker is not getting the calls. Neuzil agreed. Stutsman said she is afraid that Parker will say he gets the truck because there was a verbal agreement when Parker was hired. Neuzil said if Parker chooses that then it is up to the Board to handle it. He is looking at this process wise. That would not be a good decision for Parker to make after considering this data.

Sullivan said he understands what Neuzil is saying because for example, looking at the 1,000 miles the Henze drove, he wonders who will drive those miles instead. Harney said all of Henze's miles are for checking roads for snow. Rettig said none of them are emergency responses. Harney said everybody can do that job; a district employee could do that. Sullivan said Henze is doing that because he is not a district guy and they do not want to pay overtime. Harney said Hackathorn is doing the same thing.

Stutsman said she thought Henze was responding to situations like when a tree is down in the road. Rettig said Henze only did that twice. Neuzil said they pay for that service, but asked if they could position those trucks in certain locations instead of having an employee take the County vehicle home. Sullivan said checking the roads for snow is an important function. Harney asked what Secondary Raods is looking for when they check the roads.

Neuzil said his understanding of the use of County vehicles is that they are vehicles used for an emergency during off hours. Rettig said the only person who has been called out for an emergency is Hackathorn. Everything else was for duties like drug tests, freezing drizzle, checking for snow, checking roads for ice and drifts, and water on road. She said it is Hackathorn and the union employees responding. Hackathorn has been the one to respond to possible fatalities and a barricade missing. There is only person who has been called out for an emergency in this documentation.

Stutsman said the County is paying for convenience. Rettig said she does not think there is the need to subsidize their commute and they do not subsidize anyone else's commute time. Sullivan said he agrees with that argument in one case, but he disagrees on another. Checking for snow is important. Rettig agreed and said the employee can come into the shed, get the car, and then go check for snow. Stutsman said they should have asked for the time the employee was coming in and she assumes it was around 5:00 a.m. Sullivan said he assumes that too and if it was occurring during the work day it would not show up on this documentation.

Neuzil asked why the County needs the vehicles. He said they are for after hours duties. Stutsman said that is what she thought. Rettig said they need them in the daytime for their regular job, but asked why employees need to take them home. Neuzil said he does not think all of the employees need to take the County vehicles home. Rettig asked if the Board tells them they get two vehicles for the union contract and two other vehicles, and let the department determine what to do with the vehicles. Neuzil said yes. Rettig said they would have to instruct the department to be careful with allowing Parker to take a vehicle home because the data does not back up his need for a vehicle. Neuzil said he does not have a problem with Parker taking a vehicle home as long as he is the person on call. Sullivan agreed and said as long as Parker is going to do the 1,000 miles that Henze clocked. Stutsman said that is not going to happen. Neuzil said the department can figure it out and the Board can monitor it.

Rettig asked how many vehicles should be given to the department. She suggested two for union and two for other employees. Neuzil said that is probably reasonable, but is not sure if the union setup is the right way to go. Rettig said the Board cannot change that right now. Stutsman said the Board is saying Secondary Roads can have two vehicles that will go home. Rettig said the union requires two vehicles. She asked if they should give administration any vehicles for Hackathorn, Braddock, Henze, or Parker.

Sullivan said the Board cannot discuss the vehicles for the union because it has to be negotiated. Neuzil said the Board is talking about the four vehicles that are nonunion, even though there are six vehicles total. He thinks they should have two. Harney said the Board should negotiate about the two union vehicles. Stutsman confirmed Neuzil's statement that there would be two vehicles that could be taken home at night. Neuzil agreed and said the two vehicles should go with the individuals who are going to be responsible for dealing with issues on off hours. Sullivan said he is fine with two vehicles and would not want to go below the two because there may be a situation where they may need the extra. Neuzil said that allows four vehicles for the department.

Rettig said there are two union vehicles and two non union, and dispatch would have to be notified of who is on call. Sullivan said he does not want to get in to that. He said he thinks they call Hackathorn first and if he is not available, they call Braddock. He said he wants Secondary Roads to figure that out. Rettig said if they would not notify dispatch about who is on call, they would continue with the existing system. Neuzil said he would like to try this option with four vehicles total for the department. They can start in April 2011. Sullivan said they are working in the snow environment right now and waiting until April or May 2011 would make the transition easier. Stutsman said it may mean some of the employees have to buy another car. Neuzil said yes. Rettig said she does not have a lot of sympathy for that. Neuzil suggested May 1, 2011, can be the day when two vehicles become available for management to have for on call use. Stutsman and Sullivan said OK.

Harney said they need to revisit the union vehicles. Neuzil said they will. Harney said the contract allows for the vehicles, but there is no data that warrants them taking the vehicles home. Neuzil said they will need to take a look at that, but it will be in 2012. Sullivan said they can talk to Shramek about that issue. Stutsman said they can take the emergency responses away from the union workers. Neuzil said they do not need the union to do that. Rettig said they can have the union workers handle all of the emergencies. Stutsman agreed. Harney asked if the Board will allow for two County vehicles to be taken home and Parker will determine who gets those vehicles. Neuzil said as of May 1, 2011. The department will determine who gets the vehicle based on who is on call. Rettig said Secondary Roads is going to an on call system and there will be two administrative and two union vehicles available starting May 1, 2011. There should never be another vehicle. Sullivan said the snow policy would call for more vehicles to be utilized. Rettig agreed.

Neuzil said since they are not taking a vehicle home, an easy fix would be they can park it at the Oxford or Swisher shed. Rettig said that is OK if that location becomes their assigned workplace. She asked if the Board is OK with that. Harney said he is not OK with that because they never know where an emergency is going to happen. Stutsman suggested allowing the department to work out those details. Neuzil asked if they are going to pick a location that allows the employee to drop off their office vehicle in a location close to their home, pick up their vehicle, and then go home for the day. Stutsman said if they can figure something out for working through those two vehicles then that is fine. Harney said he does not think an alternate shop will be utilized because

they have to go to the main shop anyway. Neuzil said he does not have a problem with Parker having a vehicle once he is at work. Sullivan suggested waiting to see what happens and see if that becomes an issue. Neuzil said OK. Stutsman said the Board is clear on what they want. Neuzil said they want four individuals on call and those four can have a vehicle when on call. Sullivan said it could be easily justified that Hackathorn starts his day at the Oxford shed every day.

Stutsman said the County should see savings in the expense of gas for six vehicles driving back and forth. Neuzil agreed with Rettig's point that the County is subsidizing employees to drive home and they are not getting the return in on call hours. Sullivan said they are not getting the bang for their buck. Stutsman said there is not a justification to allow for that. Neuzil said there is not justification with the numbers the Board has been presented. It is important to have on call staff because there are times when they are needed, such as when a tree falls down, but that should be the person responsible for getting the tree off the road too. Harney and Rettig agreed. Rettig said the person should not just answer the phone and call someone else to do it. Neuzil agreed and said that is not what he wants.

Johnson asked if Parker's liaisons are going to notify him of the change. Neuzil said they can do that and asked for the names of the liaisons. Stutsman said Sullivan and Harney. Johnson asked if they would like him to communicate the decision. Sullivan asked if Johnson would be willing to call or email Parker after the meeting and let him know that Sullivan or Harney will talk to Parker as soon as they can. That way Parker is aware of the decision right away. Stutsman said it would be a courtesy for the liaisons to talk with the management staff and explain how and why the Board came to this decision. Sullivan said he is not suggesting they will not do that. Stutsman said she thought they were just going to inform Parker and have him take care of it. Harney said they just do not want Parker to hear it through the grapevine. Sullivan agreed. Rettig said Johnson will notify Parker, and Sullivan and Harney will follow up with the details. Sullivan agreed. Neuzil said that seems reasonable. Rettig asked if someone is going to talk to Kempf about turning in mileage. Neuzil said he and Stutsman will talk to Kempf.

Stutsman said the use of personal vehicles for County business was brought to her attention when a department head was turning in sizeable mileage claims. One of the claims was for a conference and they neglected to see that he was paid for the conference. The money was turned back in to the County when he was reimbursed for the conference. The other part to this issue is driving back and forth from his office to the County Administration Building, and those miles add up after a while. Rettig said it is not a large distance, but it is occurring every week which adds up. Harney said it could be a daily occurrence.

Stutsman said at a liaison meeting they suggested he take a County vehicle out to his office, and drive that vehicle back and forth to the Administration Building. She said she does not know where they go from here. She asked if Secondary Roads needs to know that SEATS will be using a vehicle. Sullivan said Secondary Roads employees are

already driving a County vehicle from the office to the Administration Building. Stutsman agreed and asked what department's vehicle SEATS will use.

Rettig said if there is no vehicle, which she is not sure how that is possible because the County owns a fleet, they could recycle a vehicle from the Sheriff's Office into a commuting vehicle. Harney said SEATS Director Tom Brase said a small van could be used. Stutsman said Brase is always agreeable and he would be fine doing that. She said she wanted to make sure that if Brase uses a vehicle from Secondary Roads, everyone is on the same page. She asked if it efficient for a van to be used for the drive to the Administration Building. Sullivan said a van might be as good as a four wheel drive vehicle. Stutsman agreed and clarified the Board should continue to allow Brase to use a County vehicle for trips back and forth to the Administration Building and they will reimburse mileage if the vehicle is not available. She does not think there is any other employee that has a long distance to travel to the Administration Building. Sullivan said there is not anyone else other than Conservation Director Harry Graves who is driving a County vehicle. Harney said Graves takes the vehicle home. Rettig said that is another issue. Neuzil said that is within the Conservation Board's jurisdiction.

Rettig suggested they send a letter recommending the Conservation Board look at the use of the vehicle. Stutsman said they have contacted the Conservation Board and the Board was told they want Graves to have a vehicle. Rettig asked if the Board had received a letter back from the Conservation Board. Stutsman and Sullivan said they think the Board did receive a letter. Neuzil said he remembers receiving something, but is not sure if it was a letter. Rettig said she never received a letter. Sullivan said it could have been mentioned in the minutes of one of their meetings. Neuzil said he thought someone from the Attorney's Office told the Board they do not have jurisdiction over that. Stutsman agreed. Rettig said the Board can recommend this to Conservation. Neuzil said they can recommend it to them and stop the funding. Rettig agreed and said the Board never sent a formal letter to Conservation telling them the Board is removing commuting vehicles from the County fleet and reserving the County vehicles for emergency response only, and asking them to consider not using County vehicles as well. She thinks the Board should send a letter with that request.

Sullivan said Conservation has Park Rangers to consider as well. Their operation is more complex and they have to consider many elements. Rettig said the Board would like Conservation to look into this item. Sullivan said they are focusing on Graves, but there may be other areas to consider. Rettig said there are two Park Rangers that live on site. Stutsman said if there is a situation where a barricade is down at the Hills access, the Park Ranger that lives there drives out there. Harney said the vehicle will already be there at the shop and the Park Ranger will not have to go anywhere to get it. Sullivan asked if it makes sense for Graves to repair something when the rangers are closer and could do the work. He said the Board is getting into their management with that item.

Rettig said the Board should send a letter to Conservation detailing the changes they are making with the County vehicles and request Conservation to look into a similar change and give the Board a formal reply. Sullivan said he thinks that is fine. Rettig

asked if Graves is following the new policy for commuting and said they do not know if he is or not. Neuzil said it is a new policy for tax purposes. Sullivan said they have informed Graves of the policy and that is his personal issue if he is not following it. Rettig said she would like to send a formal letter to Conservation and have them respond formally if they are going to reject considering this item. She said she will take their response into consideration for the next budget year. Stutsman agreed. Harney said they will send a letter.

### **Alcohol Policies and Ordinances (For Joint Cities Meeting)**

Johnson said this item was included so the Board could address this topic before the meeting that is scheduled for tonight. The subject was brought up at the last Joint Cities Meeting and that was before Iowa City passed the 21 Ordinance in the 2010 General Election. There was a consensus, but the minutes indicate that it was Stutsman's suggestion to include this item on the next meeting after the election.

Stutsman asked if there is interest in this item. She asked if the idea was to have every small city pass an ordinance in order for Johnson County to have a countywide ordinance. Sullivan said that comes back to the issue raised by former County Attorney Pat White. Sullivan said White felt that the County could pass an ordinance for anything dealing with public health issues. The County could do a smoking or alcohol ordinance for example. Since health issues are under the Code of Iowa as the County's business, the cities might have to follow a County policy. Sullivan said White preferred the idea of local jurisdiction. Stutsman said White preferred having everybody do it voluntarily. Sullivan said yes, White did not want to fight that fight. Neuzil said he thinks White was also saying that cities have the opportunity to rescind or create a stronger ordinance. Sullivan said it was something that had not been fought out previously and White was not interested in doing it. Harney said he thinks White wanted to let cities make their own decisions. Sullivan said White defaulted to that.

Stutsman said now may be the time to ask if there is interest to pursue this, or since the election was successful in limiting access by age to bars in downtown Iowa City that it is not an issue anymore. Sullivan said the Board should try to contact Lyness or Pulkrabek and ask if there has been any change since the ordinance took effect. He said the Board could ask if there were any problems before and if there have been any problems since. Rettig asked if Sullivan is talking about an increase. Sullivan said yes. Neuzil said Pulkrabek is in Des Moines today. Sullivan said nobody has shared any information with him, but it would not hurt to follow up. Neuzil said they could check on the numbers.

Neuzil said when he saw this item he was wondering if the Board wanted to discuss guns in bars. Stutsman said she does not think the Board has the right to establish an ordinance in private places. Rettig said not unless the issue would fall under the loophole of public health concerns. Sullivan said the private establishments could create an ordinance. Rettig said the American Legion in Iowa City has already done it. She said she thinks they were the first bar in town to ban guns. Stutsman said she attended an

Oaknoll board meeting this morning and they are considering adopting a policy about guns. This topic is being considered in a lot of places. Sullivan said the cities may have something they want to address. Stutsman agreed and said they can use this item as a follow up from the last meeting.

### **Schedule of Meetings**

Johnson said there are three department head pre-evaluations scheduled for March 2, 2011. Stutsman will not be present and she is a liaison for two of the employees. There has been discussion about rescheduling that item. Neuzil said it would be nice to reschedule the two that Stutsman will be absent from. There are a lot of meetings scheduled for that morning anyway, but it would be nice to have one meeting instead of two.

Johnson asked if they would like to move all three evaluations to March 11, 2011, at 9:30 a.m. Sullivan said OK. Neuzil said he would prefer to have one meeting. Rettig asked if they start at 9:30 a.m. how long they would take. Neuzil said the meeting would take about three hours and they would be done by lunch.

Neuzil asked if they will be discussing three pre-evaluations. Johnson said yes. Sullivan said it will be about 45 minutes each. Stutsman said it is Brase, Planning and Zoning Administrator Rick Dvorak, and Johnson.

Stutsman said she will be leaving early from the Board meeting scheduled for February 24, 2011, at around 10:30 a.m. She said she has to attend the ISAC board meeting.

The Board agreed to move the Key Issues Meeting scheduled for March 23, 2011, to 1:00 p.m. on March 22, 2011.

Stutsman asked about the Elected Officials Meeting. Johnson said he needs to follow up on that item. They moved the meetings from the third Wednesday to the fourth Wednesday. They did not take ISAC into account when they made the schedule change. Johnson asked if Harney's conflict is all day on March 30, 2011. Harney said it is planned to be all day. Neuzil said he had an Elected Officials Meeting scheduled for April. Stutsman clarified April 20. Johnson agreed. Neuzil said they occur every quarter and said his schedule shows the Elected Officials Meeting is scheduled for April 27. Stutsman said she has the meeting scheduled for April 20. Harney said he had erased the meeting from his schedule and asked if the Board had moved the meeting. Neuzil said the Board had moved the meeting to the fourth Wednesday of April. Rettig said she has the meeting scheduled for 1:30 p.m. on April 27. Sullivan and Harney agreed. Neuzil said there is no Elected Officials Meeting scheduled in March. Johnson said there is a floating work session scheduled for March 16. Neuzil said March 16 is a full day.

Neuzil said a Board of Supervisors meeting is scheduled for 9:00 a.m. on March 22. The Key Issues Meeting is scheduled for 1:00 p.m. on March 22, 2011. Rettig agreed

and said she will have to leave around 4:00 p.m. Neuzil said he will have to leave then too. It will be a 1:00 p.m. until 3:30 p.m. meeting. Rettig agreed. Johnson said the Department Head Meeting is scheduled for March 11. Stutsman said it is the evaluations. Johnson agreed. Harney said it is scheduled for 9:30 a.m. Johnson agreed.

Neuzil asked if anyone is attending the March 3 County-A-Day event. Johnson said they had talked about this item in December 2011 and at that point the Board had decided not to change the Board meeting in order to attend the event. Neuzil said OK. Stutsman asked if the Board wants to reconsider having someone attend. The event is coming up soon. Neuzil said that would put the Board back to March 1 and could cause scheduling issues. Johnson said it would be too late to move the meeting. Sullivan added they have a Conference Board meeting scheduled for that evening and it would be hard to get back from Des Moines in time.

Rettig said she will be gone on the NACo trip and will not be attending the County Assessor Conference Board. Neuzil said they will need to make sure they have a couple of Board members to attend. Rettig asked if the City Assessor Conference Board is scheduled for February 28. Stutsman said yes. Rettig asked who will be attending the meeting. Neuzil said he and Sullivan have a conflict. Harney said he will be here. Rettig said she can attend and it is scheduled for 6:00 p.m. Harney said he has the meeting scheduled at 6:30 p.m. Sullivan said he and Neuzil have an Emergency Management meeting. Neuzil said the City Assessor Conference Board meeting should not take long. Stutsman said they only need two Board members to attend. Rettig said she can attend the meeting, but they need to know what time it is scheduled. Neuzil said it is 6:30 p.m.

### **Internal Processes, Expectations, and Other Operational Issues of the Board of Supervisors Office**

Johnson asked if the Board would like to split up the topics they are covering at the Joint Cities Meeting scheduled for today. Stutsman said she can cover the alcohol item. Johnson said North Liberty reminded him of including that item.

Stutsman said the first item is the presentation by United Way of Johnson County President and CEO Christine Scheetz. Neuzil said he spoke with Scheetz on February 22, 2011. Stutsman asked if Neuzil will introduce Scheetz. Neuzil said yes. The alcohol policies and ordinances item is a carryover from the last meeting. The response to the Board's letter regarding the JECC is the next item on the agenda. Sullivan said he is not sure where they are with that item. Johnson said that is why it is on the agenda. Rettig asked if anyone has replied. Stutsman said North Liberty. Rettig said North Liberty had it on their agenda, but did not reply. Johnson said he has not received a reply. Johnson said he planned to have copies of the letter. Neuzil said it would be nice to meet the new director at some point since he has been on board for two or three months. Harney said he thought Neuzil met him through an Emergency Management meeting. Neuzil said no. Harney said they can invite him in.

Sullivan said the letter that was sent requested a response. Rettig asked if they can hand out a copy of the letter and inform them that they have received no responses. Neuzil and Sullivan said yes. Rettig asked for Johnson to make copies of the letter. Johnson said he was planning on doing that. Rettig asked who is going to talk about this item. Neuzil said he is covering the first item. Rettig said she can do this item.

Johnson said the next item the Board will cover is the policy regarding dangerous weapons in public buildings. Stutsman asked what they are going to talk about with that item. Rettig asked if they should hand out a copy of the County ordinance. Neuzil said yes. He said they could find out if North Liberty, Tiffin, and Coralville are going to do the same. Rettig said she saw in the paper that North Liberty is considering it and Coralville is waiting to see what happens. Neuzil said as a courtesy they could provide their policy for the cities to consider. Stutsman agreed. Sullivan said they can inform them of the ordinance that is in effect for County buildings. Rettig asked who is going to cover that item. Sullivan said he will.

Johnson said the Criminal Justice Coordinating Committee (CJCC) plans for the justice center is the next item. Sullivan said Harney is the person left needing to cover an item. Johnson said Stutsman has not been assigned an item yet. Stutsman said she is going to cover the alcohol item unless North Liberty is interested. Johnson said that item was the only input they had for the agenda. He said the format of future meetings is also on the agenda. Rettig said she can take that issue. It came out of the MPOJC bylaw committee. There are people who may not attend, but would like to know about the meetings. She would like to address how to make the meetings more productive.

Stutsman asked Johnson if he would like to talk about the CJCC item. Harney said that is fine. Johnson said he and Harney will discuss it. Rettig said someone should give a report on the think tank. Neuzil suggested for Johnson to handle the strategic part of that item and Harney can talk about the purchasing of the homes moving forward. Neuzil said the other pitch given at the last meeting was to get someone from each community to participate in the CJCC process. He does not think they got any takers other than Tiffin Mayor Royce Phillips. It could be a good item to bring up in the next CJCC meeting to determine which city would be best for serving on a committee.

Johnson said the cookies and fruit will be out at 4:00 p.m. Rettig said notepads will be too. Johnson agreed.

Stutsman said the Board has previously discussed the issue of people parking in front of the wheelchair ramp in the parking lot of the Administration Building. She witnessed someone that fell because there was a car parked and blocking the ramp. A post office vehicle was blocking the ramp and Stutsman informed him to not block the ramp. She said yesterday another vehicle was blocking the ramp. Rettig said they need to have Kempf repaint when the weather warms up. Stutsman said she is wondering if the ramp needs to be moved to the end of the sidewalk. Harney said the ramp needs to be by the front door, but people need to know not to park there. They could paint a no parking warning on the concrete. Neuzil suggested they could have a warning of no parking and

no standing. Stutsman said that would be the first step. Sullivan said the violators are the delivery vehicles for the most part. Stutsman said the vehicles are pulling just past the front door so it is not being blocked, but the ramp is blocked. That is why she thinks the ramp needs to be moved. Neuzil said it would be expensive to move the ramp. Rettig agreed it would be expensive. She said if they move the ramp they are asking people to get out of their car and walk down to the end of the building in order to enter. Neuzil said a sign could help with the problem.

Stutsman suggested they could put a notice under the windshield wiper of a vehicle if they are blocking the ramp. Sullivan said there is enough parking available now and there is no reason someone cannot park their vehicle in a parking space. Stutsman said it is for convenience. Neuzil said they are often unloading something. Stutsman said the vehicle blocks the access and use of the ramp. Rettig said they should not put up with that ramp being blocked. Stutsman said they will ask Kempf to paint a notice on that area. Rettig said they want him to paint and asked if he should create a notice that could be left with the vehicle. Neuzil said he would like that.

Sullivan asked if they would like to put a sticker up from the Iowa City Area Chamber of Commerce. Rettig said they have a sticker from Livable Community for Successful Aging too. Neuzil said they used to put the stickers up in the entrance way to the Board of Supervisors' offices. Stutsman said she does not think they should be put on the front door. Harney agreed. Neuzil added that it was brought up if an "open" sign should be on the front door so the public would be aware if the Board of Supervisors' offices are open. Stutsman agreed and said the sign would be visible from the car. Neuzil said he does not care, but is not sure if it is necessary. Sullivan said he does not care either. Rettig asked what they are going to do with the Livable Community for Successful Aging stickers. Sullivan said he would rather have the stickers by Secretary II Jo Hogarty's window than downstairs.

Johnson said there will only be one Livable Community for Successful Aging sticker and it will be by the Board of Supervisors' offices. Harney asked if the Board has seen the weapons sign. He does not think it looks nice. Stutsman said she has seen the paper sign, but not the permanent sign. Harney said it does not catch the eye.

Rettig said they have done research on the size of the doors and she thinks they are too narrow. She said the door is slamming shut and shaking the floor as well. Stutsman said that used to happen, but has not noticed it. Harney said the new doors are minimal standards and Kempf has to change the hardware because they are not enough at this point. It is an issue. He said he does not know why they were not informed the doors were going to be narrowed. Harney said Kriz had told him they were supposed to be able to deliver license plates through the doors, but will not be able to now and will have to find a way to deliver them through the back of the building. Rettig said it is hard enough with people with walkers, wheelchairs, and kids to get through a door and she does not agree with them being narrowed. She had no idea it was going to be minimum Americans with Disabilities Act (ADA) standards. Neuzil said they need to make sure the doors meet ADA requirements.

Neuzil said he wonders if the new doors were a matter of efficiency. Rettig asked if they are getting interior doors installed. Stutsman said Kempf told her the interior doors are going to be put back in. Harney said he is afraid it is going to be the same size as the other doors. Stutsman said it probably will be the same size.

Johnson said the other item under this topic is planning for the budget hearing. He directed the Board to Claiborne's draft of the budget presentation. Last year the Board divvied up parts of the presentation. Claiborne said he is going to put more information in the document, for example, on slide number three, four, and so forth. Claiborne said Stutsman thought it would be a good idea to include the amount of money for the "inventory/scheduling system improvements" and he plans to include those throughout the presentation. Also, he will include the amounts allocated for the Fleet Study and Grant Writer items that fall under the Board of Supervisors. Harney asked if the PowerPoint will have bigger print. Stutsman said it will be larger on the presentation. Johnson said he printed them this way for the Board's reference.

Claiborne said on page two he is going to list the Trails Advisory Committee and the money allocated to them under "Other County Services/Funds." The amount will be listed for technology, capital expenditures, and capital projects. Trails should be included. Rettig asked if Claiborne is talking about page three. Claiborne said he is on page two. Rettig said it is printed front and back. Johnson said he printed the document different ways. Claiborne said the category he is referencing is listed under "Other County Services/Funds." Rettig said they are on slide number nine of the PowerPoint.

Sullivan clarified the information on slide number seven. He said the ratio is not one deputy per unincorporated area resident; it is one deputy per 1,000 residents served. Solon and Tiffin are not unincorporated, but they are included. That information needs to be changed to say that there is one deputy per 1,000 residents served. Claiborne said OK.

Claiborne said he is going to add the amount of money and Trails information on slide 11. He said he also added one more pie chart to the presentation. He is showing a lot of cities in the presentation including Penn Township. That information will show how the money breaks down for a rural tax payer.

Claiborne said in 2010 Stutsman presented the opening of the PowerPoint with general comments. Stutsman suggested that Harney do that this year. Rettig asked if Harney is going to present slides one and two. Claiborne said Stutsman opened the presentation in 2010 and spoke through slide number eight. Claiborne said Sullivan covered "Other County Services/Funds." Claiborne asked if the Board would like to break that section up among other members. Rettig asked Claiborne if he has the same amount of slides in his presentation as last year. Claiborne said yes. Claiborne said Sullivan covered "Other County Services/ Funds," "Tax Askings," and ended with the pie chart displaying revenues. Claiborne said Harney had the two slides last year that covered the JECC information. Claiborne said Neuzil covered "How is All of This Paid For?," "Levy Utilization," and ended with the pie chart that displayed the total county

levy. Claiborne said Rettig covered “Total Budget and Levies” and the next pie chart. Claiborne said Rettig ended with the “The Total County Budget.” Claiborne said he finished the presentation from “The Bottom Line...” through the end of the presentation. Rettig said she does not care who covers which section and Claiborne can assign them. Stutsman agreed and said she thinks Harney should begin the presentation because he is the Chair. Rettig asked if Claiborne can break the PowerPoint into logical chunks and assign the Board members to the different sections. Sullivan and Neuzil suggested they decide that now.

Rettig said Harney is going to present slides one through eight. Stutsman said she can cover slides nine through 13. Claiborne asked if a Board member should cover just the JECC information on slides 14 and 15 or if more should be included. He asked if the Board would like him to do the presentation or if just the Board should present. Harney said he would like Claiborne to cover the end again. Sullivan said it is less boring to have different people covering the sections. Stutsman asked Sullivan if he would like to present the JECC information. Sullivan said yes. Rettig said Sullivan is covering slides 14 and 15. Harney said Sullivan can decide to add something to his section.

Rettig asked if she will be going through all of the levy information from slide 16 to slide 22. Claiborne suggested Neuzil cover slides 23 through the end of the presentation. Stutsman said she would like Neuzil to go through the pie charts carefully to explain where the County dollars are spent. She said Claiborne could do that too. Neuzil said Claiborne could present slides 23, 24, and 25. Neuzil said he could present “Countywide Taxpayer Examples.” Claiborne clarified Neuzil is covering slides 25 through the end. Neuzil said he is starting at slide 26 through 30. Claiborne said Neuzil will go through slide 31 because there will be one more slide at the end. Rettig asked if Neuzil will wrap up the presentation with the conclusion slide. Neuzil said Harney could do the conclusion. Rettig said Harney will present the last slide in the PowerPoint.

Rettig asked Claiborne to send the Board a new copy of the presentation with the changes included. She asked if Claiborne is adding any slides. Claiborne said he is adding one slide at the end that will show Penn Township. Rettig said OK and Neuzil will cover that information. Stutsman said her plane arrives at 4:15 p.m. on the day the meeting is scheduled. Rettig suggested someone read through Stutsman’s section in case she is unable to attend the meeting. Neuzil said Claiborne can cover the information. Stutsman said OK.

Neuzil said there was an article that stated assessments are increasing taxes, not the City of Coralville. Rettig said she saw their first article which stated that taxes will not go up, but the new article is stating that the levies are not increasing. Rettig asked Claiborne if he can look at the County’s levy from the past. The County has decreased the last two years. She is curious if Claiborne can show this information. Sullivan asked Rettig if she talking about the rural levy or overall. Rettig said overall. She asked to see the data before Claiborne includes the information as a slide in the presentation. Stutsman said that data would come across that it is the County Assessor’s fault. Rettig said the County levy has gone down. Sullivan said the General Supplemental Levy is the

only item that changes because the County will max out the General Basic Levy. Claiborne agreed and added the Rural Levy. Rettig said the Rural Levy has increased intentionally. Sullivan said it did go far down.

Neuzil said the Board will work with Claiborne in regards to any slide changes and to personalize the presentation.

### **Future Meeting Agenda Items**

Harney said Wildwood Smokehouse and Saloon is hosting boxing and kickboxing. Iowa City made that illegal. He said he was bothered that they are advertising for amateurs to participate. That is when people start to get hurt because they are not professionals. He asked if the Board would like to get a handle on that situation before something happens. Sullivan said he is OK with discussing that item further. Neuzil said they can put that on the agenda. Rettig said she does not know enough about it.

Neuzil said Harney had also mentioned the windmill issues and they may want to add that to the Key Issues Meeting agenda scheduled in March 2011 and discuss the topic. Harney said they can have a discussion on the wind farms. Sullivan said Planning and Zoning is working on that topic. Stutsman said they can have an update on that topic at a future meeting. Harney said they are doing a lot of research and are planning to contract University of Iowa students to do some of the research.

Harney asked for Johnson to get a copy of Iowa City's ordinance on kickboxing. Johnson said OK. Stutsman said a similar event is hosted at the Johnson County Fairgrounds (the Fairgrounds) too. Harney said they have regular boxing and somebody was hurt badly the other night. Rettig said the Fairgrounds have events for professionals and Wildwood Smokehouse and Saloon is hosting amateurs. Stutsman asked if they can discriminate between the two groups. Rettig said she thinks the Board can. Sullivan agreed and said he thinks that is what Iowa City did in their ordinance. Sullivan said that item will have to be added for a future agenda. Johnson asked if the Board wants to discuss the participation of amateurs. Harney said the Board can discuss all elements, but will plan to dwell on amateurs.

Neuzil asked if the Board will get an animal ordinance update at sometime. Sullivan said it is coming.

Neuzil said the Board will need to finalize the parking issue and when the changes are going to take place. He said the Board received emails from employees with concerns and the Board should discuss this item further. Stutsman asked what Neuzil is referencing. Rettig said the Board is supposed to implement the plan to charge for employee parking on April 1, 2011. Neuzil said they are not ready to start. Sullivan said Human Resources Coordinator Vanessa Wierman is planning to have the flexible benefits information ready 30 days ahead of time by March 4, 2011. Stutsman said she is not sure what needs to be covered with this item. Johnson asked if the Parking Committee is

scheduled to meet today. Stutsman and Sullivan said yes. Neuzil said OK the Board will have an update.

Harney said if anyone has items to include for future meetings to give that information to Johnson.

Adjourned at 12:00 p.m.

Attest: Tom Slockett, Auditor  
Recorded by Courtney Fisher