

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
WEDNESDAY, DECEMBER 18, 2024 10:00 A.M.

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

Chairperson Running-Marquardt called the meeting to order and led the Pledge of Allegiance.

Motion by Running-Marquardt, seconded by Rogers to approve minutes of December 13, 16 & 17, 2024 as printed.

Motion by Running-Marquardt, seconded by Rogers to amend Consent Agenda to change the following agenda item from 2024 to 2025: Approve five additional assessment year 2023/fiscal year 2024 Homestead/Military allowances as recommended by the Assessor.

Motion by Running-Marquardt, seconded by Rogers to strike from the Consent Agenda the following item: Statement of Election Costs for the September Special Election held on September 10, 2024.

Motion by Running-Marquardt, seconded by Rogers to adopt Consent Agenda as amended as follows:

Resolution 2024-12-192

WHEREAS: Linn County Project FM-C057(175)—55-57, bridge replacement project, on Covington Road in Linn County will begin soon. WHEREAS: A map of the detour is attached hereto. NOW, THEREFORE, BE IT RESOLVED: Commencing at the intersection of Covington Road and Stoney Point Road NW south 1.02 miles along Stoney Point Road NW until E Avenue NW, then continue west 1.07 miles on E Avenue NW until US Highway 100, then continue north 2.47 miles on US Highway 100 to the end of the detour at Covington Road. (See attached map) Signs shall be placed when and as necessary to protect the work and the traveling public in accordance with the Manual on Uniform Traffic Control Devices and Chapter 306 of the Code of Iowa.

Resolution 2024-12- 193

A Resolution approving a RESIDENTIAL PARCEL SPLIT for COONROD SECOND ADDITION.

The following description is a summary of Resolution No.2024-12-193 as passed and approved by Linn County Board of Supervisors, effective December 18, 2024. COONROD SECOND ADDITION (Case # PPS24-0018) to Linn County, Iowa, containing four (4) lots, numbered Lot 1 and lettered Lot A, Lot B, and Outlot A, a subdivision of real estate located in the NW NE of Section 14, Township 84 North, Range 5 West of the 5th P.M., Linn County, Iowa, described as follows: Commencing as a point of reference at the N 1/4 Corner of said Section 14; thence

N88°40'22"E along the north line of said NW 1/4 NE 1/4, 1027.12 feet to the Point of Beginning; thence N88°40'22"E along said north line, 250.00 feet; thence S01°25'21"E, 794.00 feet; thence N88°40'22"E, 54.86 feet to the centerline of Steggalls Road; thence S01°25'21"E along said centerline, 537.46 feet; thence S88 °44'03"W along said centerline, 304.86 feet; thence N01°25'21 "W, 1331.14 feet to the Point of Beginning containing 8.32 acres which includes 0.94 acres of road right of way. The full text of the Resolution may be inspected in the Linn County Auditor's Office located at 935 Second Street SW, Cedar Rapids, Iowa, during regular business hours, 8:00 a.m. to 4:30 p.m. Monday through Friday or on the Linn County website at www.linncountyiowa.gov.

Resolution 2024-12-194

A Resolution approving a Final Plat for DHARMA'S SANDBAR ADDITION.

The following description is a summary of Resolution 2024-12-194 as passed and approved by Linn County Board of Supervisors, effective December 18, 2024. DHARMA'S SANDBAR ADDITION (Case # PF24-0005) to Linn County, Iowa, containing three (3) lots, numbered Lot 1, Lot 2 and lettered Lot A, a subdivision of real estate located in the NW SE of Section 5, Township 86 North, Range 7 West of the 5th P.M., Linn County, Iowa, described as follows: Dharma's Sandbar Addition to Linn County, Iowa, is a subdivision of Lot 1, Lot 2, Lot 3, Lot 4, and Lot 6 Irregular Survey of the NW 1/4 of the SE 1/4 of Section 5-86-7, Linn County, Iowa. The full text of the Resolution may be inspected in the Linn County Auditor's Office located at 935 Second Street SW, Cedar Rapids, Iowa, during regular business hours, 8:00 a.m. to 4:30 p.m. Monday through Friday or on the Linn County website at www.linncountyiowa.gov.

Approve a purchase order PO0693 in the amount of \$50,928 to CDW GOVT for part 3 of the phone system replacement project for the Board of Supervisors and the IT Department.

Authorize the Chair to approve the Iowa Tree Planting Grant application for \$27,840 and quoted proposal for tree planting services by Trees Forever on Linn County properties Award bids and authorize the Chair to sign contracts for the 2025 Project Rock as follows: Crawford Quarry Co, Inc. - \$59,160; Moyna Materials - \$347,349.20; Weber Stone Company - \$679,770 and Wendling Quarries, Inc. \$461,466.

Award bids and authorize the Chair to sign contracts for the 2025 Maintenance Rock Contract as follows: Crawford Quarry Co, Inc. - \$217,312.50; Martin Marietta Aggregates - \$42,800; Moyna Materials - \$225,217.50; Weber Stone Company - \$208,000 and Wendling Quarries, Inc. - \$315,437.50.

Authorize the Chair to approve the proposal between Linn County and Tri-City Electric Co to complete electrical work for the EMA building at 2957 HWY 13, Marion in the amount of \$21,973.

Approve and authorize the Chair to sign an amendment to the American Rescue Plan Act Subaward Agreement between Linn County and Boys & Girls Club of Cedar Rapids for the Unlocking the Future project to extend the period of performance from December 31, 2024, to the amended December 31, 2026.

Approve and authorize the Chair to sign an amendment to the American Rescue Plan Act Subaward Agreement between Linn County and the City of Fairfax for the Fairfax Water Supply System to extend the period of performance from December 31, 2024, to the amended December 31, 2026.

Approve and authorize the Chair to sign an amendment to the American Rescue Plan Act Subaward Agreement between Linn County and the City of Mount Vernon for the Sanitary Sewer Rehabilitation Project to extend the period of performance from December 31, 2024, to the amended December 31, 2026.

Approve and authorize the Chair to sign an amendment to the American Rescue Plan Act Subaward Agreement between Linn County and the NAACP Cedar Rapids Branch #4013 for the Immigrant and Refugee Community Gardens Project to extend the period of performance from December 31, 2024, to the amended December 31, 2026.

Approve and authorize the Chair to sign a DCAT4-25-034 contract between the Linn County Board of Supervisors and the Iowa Department of Health and Human Services for the Strengthening Families Program through the Linn County Child and Youth Development Center in the amount of \$74,999 effective January 13, 2025, through June 30, 2026.

Approve and authorize the Chair to sign a Vacancy Form for one full-time Natural Resources Vegetation Management Specialist of Linn County Conservation.

Approve and authorize the Chair to sign a Vacancy Form for one full-time Deputy for the Linn County Sheriff.

Approve five additional assessment year 2023/fiscal year 2024 Homestead/Military allowances as recommended by the Assessor.

Motion by Running-Marquardt, seconded by Rogers to approve proposal between Unzeitig Construction and Linn County for a Planning & Development training office in the amount of \$24,200 with a 15% contingency.

Motion by Running-Marquardt, seconded by Rogers to adopt Resolution 2024-12-195
ZONING APPLICATION FEE SCHEDULE FOR LINN COUNTY PLANNING AND DEVELOPMENT
WHEREAS, Chapter 107 of the Linn County Ordinances, Unified Development Code (UDC), became effective on January 1, 2006; and WHEREAS, Article II Sec. 107-27 of the UDC affirms that the Board of Supervisors shall, from time to time, establish by resolution fees for permitting various activities related to land use; and WHEREAS, on December 21, 2022, the Board of Supervisors adopted, by Resolution #2022-12-206, the application fee schedule for the Linn County Department of Planning and Development; and WHEREAS, the application fee schedule must now be revised to reflect the Administrative Exception application type and fee as shown on Attachment A.
WHEREAS, the proposed zoning application fee schedule has been examined by the Linn County Board of Supervisors at a public meeting on December 16, 2024. NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Linn County, Iowa that the following application fee schedule as shown on Attachment A, be adopted.

Motion by Zumbach, seconded by Rogers to adopt Resolution 2024-12- 196
A RESOLUTION PERTAINING TO RIGHT-OF-WAY DEDICATION AS A CONDITION OF APPROVAL DURING THE RESIDENTIAL PARCEL SPLIT ("FARMSTEAD SPLIT") LAND DIVISION PROCESS
WHEREAS, Section 107-72(4) of the Code of Ordinances, Linn County, Iowa, enumerates the processes and requirements for residential parcel split ("farmstead split") applications in Linn County; and WHEREAS, the review and approval process for applications for a residential parcel split includes review by the Technical Review Committee for conformance with the Linn County Unified Development Code, the Linn County Comprehensive Plan, and other plans, regulations, and design standards; and, WHEREAS, the Technical Review Committee may make recommendations for conditions of approval for residential parcel split applications; and, WHEREAS, the Linn County Engineer and Secondary Road Department are part of the Technical Review Committee and, as a standard practice, request that applicants for a residential parcel split grant additional road right-of-way as a condition of approval; and WHEREAS, the Linn County Board of Supervisors, at its December 16, 2024, meeting, discussed the practice of recommending that an applicant grant additional road right-of-way as a condition of residential parcel split approval; and, WHEREAS, the Board of Supervisors believes that Linn County should no

longer require right- of-way dedication as a condition of approval for residential parcel split applications in cases where the subject land is an active farm. BE IT THEREFORE RESOLVED, the Board prohibits including right-of-way dedication as a condition of approval for residential parcel split applications in cases when the subject land is an active farm.

Discussion: Chairperson Running-Marquardt thanked Mrs. Price for coming to the Board meeting on Monday and thanked Supervisor Zumbach and Planning & Development for making things easier for the family farmers in Linn County.

VOTE: All Aye

Motion by Zumbach, seconded by Running-Marquardt to approve upon third and final consideration Ordinance #9-12-2024, Amending Chapter 14 of the Code of Ordinances, Linn County, Iowa, by Adding Thereto a New Article IV Pertaining to Hazardous Liquid Pipelines .

Motion by Running-Marquardt, seconded by Zumbach to postpone the following Resolution until Dec. 23, 2024: Resolution Approving the Contract and Performance and/or Payment Bonds for the Linn County Winter Weather Shelter Improvements Project.

Motion by Running-Marquardt, seconded by Rogers to adopt Resolution 2024-12-197
DOWS ROAD BARN DEMOLITION DERECHO PROJECT

WHEREAS, pursuant to a Notice to Bidders duly posted as prescribed by Resolution 2024 –11–178 of the Linn County, Iowa Board of Supervisors (“Board”), and as required by Iowa law, the Board received sealed bids for the Dows Road Barn Demolition Derecho Project (“Project”); and

WHEREAS, each bid submitted for the Project received careful consideration, and it is now necessary and advisable to award the contract for the Project. BE IT THEREFORE RESOLVED by the Board as follows: 1. The sealed bid for the Project submitted by the contractor, and in the amount set out below, is the lowest responsible bid received for the Project, and is fully responsive to the plans and specifications for the Project.

Contractor Bid Amount

Midwest Demolition Contractors \$78,320

Walford, IA 52351

2. The Board hereby awards the contract for the Project to such contractor, and for the total estimated cost set out above, with final settlement to be made on the basis of the unit prices set out in said contract, and on the actual final quantity of each class of material(s) furnished, and said contract is subject to the Notice to Bidders, the plans and specifications for the Project, and the terms of the bidder’s written proposal. 3. The Board hereby fixes the amount of the contractor’s performance and/or payment bonds at 100 percent of the amount of the contract.

Motion by Running-Marquardt, seconded by Rogers to adopt Resolution 2024-12-198

SECONDARY ROAD/ENGINEERING BARN DEMOLITION DERECHO PROJECT

WHEREAS, pursuant to a Notice to Bidders duly posted as prescribed by Resolution 2024 –11–179 of the Linn County, Iowa Board of Supervisors (“Board”), and as required by Iowa law, the Board received sealed bids for the Secondary Road/Engineering Barn Demolition Derecho Project (“Project”); and

WHEREAS, each bid submitted for the Project received careful consideration, and it is now necessary and advisable to award the contract for the Project. BE IT THEREFORE RESOLVED by the Board as follows: 1. The sealed bid for the Project submitted by the contractor, and in the amount set out below, is the lowest responsible bid received for the Project, and is fully responsive to the plans and specifications for the Project.

Contractor Bid Amount

DW Zinser Company \$113,250

Walford, IA 52351

2. The Board hereby awards the contract for the Project to such contractor, and for the total estimated cost set out above, with final settlement to be made on the basis of the unit prices set out in said contract, and on the actual final quantity of each class of material(s) furnished, and said contract is subject to the Notice to Bidders, the plans and specifications for the Project, and the terms of the bidder’s written proposal.

3. The Board hereby fixes the amount of the contractor’s performance and/or payment bonds at 100 percent of the amount of the contract.

Motion by Running-Marquardt, seconded by Rogers to reappoint Erica Bernard and Dr. Dustin Arnold to the Linn County Board of Health, for a three-year term beginning January 1, 2025, and expiring December 31, 2027.

Motion by Running-Marquardt, seconded by Rogers to reappoint Hailee Sandberg to the Food Systems Council for a four-year term, beginning January 1, 2025, and expiring December 31, 2028.

Discussion: Supervisor Zumbach asked if the members are required to live in Linn County. Nichols stated that he will double check, but it is his understanding that they do not.

VOTE: All Aye.

The Board recessed at 10:11 a.m. and reconvened at 1:30 p.m. to review the following Fiscal Year 2026 budgets. Also present: Dawn Jindrich, Finance Dir., Sara Bearrows, Budget Dir., Treasurer Brent Oleson, Deputies Tracy Houdeshell, Lacey Hastings, and Jennifer Hebert; Recorder Carolyn Siebrecht and Deputy Dawn Froese. Absent: Supervisor Zumbach (personal business).

Treasurer – FY 26 total appropriations are \$4,466,195 and revenues of \$7,847,538. Jindrich stated that the budget exceeds guidelines by a total of \$48,248 including \$41,154 for contractual increases in the Qmatic system and \$7,605 in increased motor vehicle registration postage costs, in addition to other minor adjustments in various line items. Revenues will increase significantly due to HF 674.

Treasurer Oleson and Deputy Houdeshell presented the budget in detail including Key Performance Indicators (KPI) and the following Offers:

#1 – Replacement of Qmatic system.

#2 – Convert vacant Clerk position to a Universal Clerk.

#3 – Eliminate Accounting Analyst position and replace with Accounting Manager.

Deputies Hastings and Hebert explained the challenges with the existing Qmatic system and propose replacing it with No Wait Inside system. They have been in touch with the IT Dept., and it will transition nicely.

Supervisor Rogers complimented Oleson as a friend and a mentor. He meets with him from time to time and it is abundantly clear the cohesive culture that Oleson and staff have built. There is a sense of unity among the employees. He has also done a lot of great work to empower employees to make decisions on their own. It is very noticeable and appreciated.

Motion by Running-Marquardt, seconded by Rogers to approve preliminary Treasurer's FY 26 appropriations are \$4,466,195 and revenues of \$7,847,538.

Recorder – FY 26 total appropriations are \$1,799,898 and revenues of \$1,616,250.

Bearrows stated that the budget is under guidelines by \$8,980 due to reductions in postage, general office supplies and overtime. Increase in salaries and benefits include the transition of staff from Clerical Specialist to Recording Specialists and a Deputy salary adjustment.

Recorder Siebrecht presented the budget in detail including KPI's.

Motion by Running-Marquardt to approve Recorders' FY26 preliminary appropriations are \$1,799,898 and revenues of \$1,616,250.

Adjournment at 2:38 p.m.

Respectfully submitted,

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

APPROVED BY:

KIRSTEN RUNNING-MARQUARDT, Chairperson
Board of Supervisors