BOARD OF SUPERVISORS
District 1 | **Kirsten Running-Marquardt**
District 2 | **Ben Rogers**
District 3 | **Louis J. Zumbach**

JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER
935 2ND ST. SW
CEDAR RAPIDS, IA 52404
PH: 319-892-5000
LinnCountyIowa.gov

LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA

Wednesday, April 26, 2023
10 a.m.
Formal Board Room—Jean Oxley Public Service Center
935 2nd St. SW, Cedar Rapids, IA

Call to Order

Pledge of Allegiance

Public Comment: Five Minute Limit per Speaker
This comment period is for the public to address topics on today's agenda.

Consent Agenda

Items listed on the consent agenda are routine and will be considered by one motion without individual discussion unless the Board removes an item for separate consideration.

Reports

Resolutions

Resolution fixing VA Commissioner compensation effective January 1, 2023.

Resolution establishing road closure and detour for Linn County Project FM-C057(162)-55-57 bridge deck overlay project, on Boy Scouts Road (E28).

Resolution establishing road closure and detour for Linn County Project FM-C057(161)-55-57 bridge replacement project, on N Center Point Road (WE6).

Resolution establishing road closure and detour for Linn County Project STP-S-C057(165)-5E-57 Portland Cement Concrete (PCC) overlay project, on Walker Road (D62).

Contract and Agreements

Approve and authorize Chair to sign the Department of Energy's Energy Efficiency and Conservation Block Grant pre-award form

Approve Purchasing Order #PO462 for $64,165 to Pipe Pro, Inc. for chiller installation at the Correctional Center.

Licenses & Permits

Regular Agenda

Discuss and Decide on Consent Agenda

Minutes
Discuss and decide on meeting minutes.

Claims
Discuss and decide on claims.

Proclamation: Therapy Animal Day—April 30, 2023

Proclamation: National Nurses Week – May 6-12, 2023

Proclamation: National Correctional Officers Week – May 7-13, 2023

Update from Linn County Make It OK Steering Committee

Discuss and decide on resolution authorizing the transfer of $10,000 from the Board of Supervisors appropriations to the Juvenile Justice appropriations.

Discuss fiscal year 2023 budget amendment requests and set public hearing on the proposed amended budget for May 17, 2023.

Public Comment: Five Minute Limit per Speaker
This is an opportunity for the public to address the board on any subject pertaining to board business.

Payroll Authorizations
Discuss and decide on Employment Change Roster (payroll authorizations).

Legislative Update
Discuss and decide on action related to proposed legislation

Correspondence

Appointments

Adjournment

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncountyiowa.gov.

RESOLUTION NO. 2023-4-

RESOLUTION FIXING VA COMMISION COMPENSATION EFFECTIVE 1/1/2023

WHEREAS, Iowa Code Section 35B.5 sets a minimum compensation for VA Commissioners of $25 per month for attending at least one or more meetings; and

WHEREAS, Iowa Code Section 35B.5 allows the Board of Supervisors to set the monthly rate at a greater amount; and

WHEREAS, Linn County has been paying VA Commissioners $50 per month for attending at least one or more meetings; now

THEREFORE BE IT FURTHER RESOLVED by the Board of Supervisors of Linn County, Iowa, that VA Commissioner compensation be fixed as follows effective 1/1/2023:

1. VA Commissioners will be compensated $50.00 per month for attending 1 or more commission meetings. *Note: VA Commissioners compensation for attending 1 or more meetings (aka per diem) rate is not IPERS eligible.*

2. The VA Director will submit VA Commissioner per diem to payroll via Dayforce timesheets.

PASSED AND APPROVED this 26th day of April, 2023.

LINN COUNTY BOARD OF SUPERVISORS

______________________________	______________________________
Louis Zumbach, Chair	Ben Rogers, Vice Chair
______________________________	
Kirsten Running-Marquardt, Supervisor	AYE: NAY: ABSTAIN:

ATTEST:

____

Joel Miller, Linn County Auditor

Prepared by: Linn County Secondary Road Department, 1888 County Home Road, Marion, Iowa 52302, (319)892-6400
Return to Linn County Auditor, 935 2nd St SW, Cedar Rapids, Iowa 52404 (319)892-5300

RESOLUTION # ________________

ESTABLISH ROAD CLOSURE AND DETOUR FOR PROJECT

WHEREAS: Linn County Project FM-C057(162)-55-57 bridge deck overlay project, on Boy Scouts Road (E28) in Linn County will begin soon.

WHEREAS: this project lies on a marked Farm-to-Market route, and

WHEREAS: a detour must be established to close a marked route for longer than 48 hours, and

WHEREAS: a map of the detour is attached hereto.

NOW, THEREFORE, BE IT RESOLVED: that the Linn County Board of Supervisors hereby authorize and direct the Linn County Engineer to place the appropriate signs to establish the following detour: commencing at the intersection of Waubeek Road west 1.90 miles, continue north 2.50 miles on Jordans Grove Road, continue 1.80 miles east to Sawyer Road to the end of the detour. (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.

Moved by Supervisor ________________________ Seconded by Supervisor ______________________
that the above resolution be adopted this ___ day of _______________, 2023__ by a vote of ____ aye ___ nay and _______ abstain from voting.

BOARD OF SUPERVISORS
LINN COUNTY, IOWA

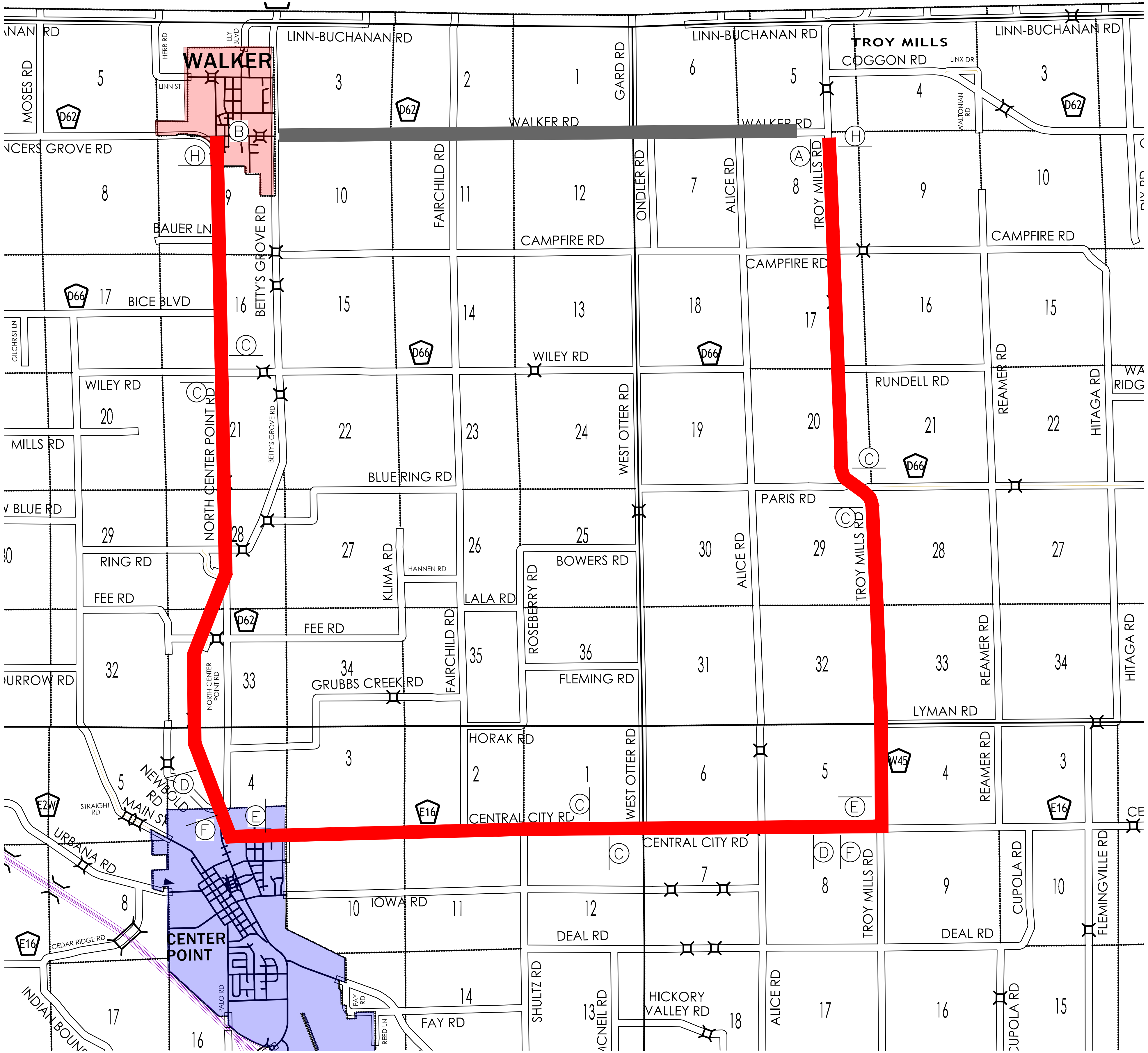
ATTEST:

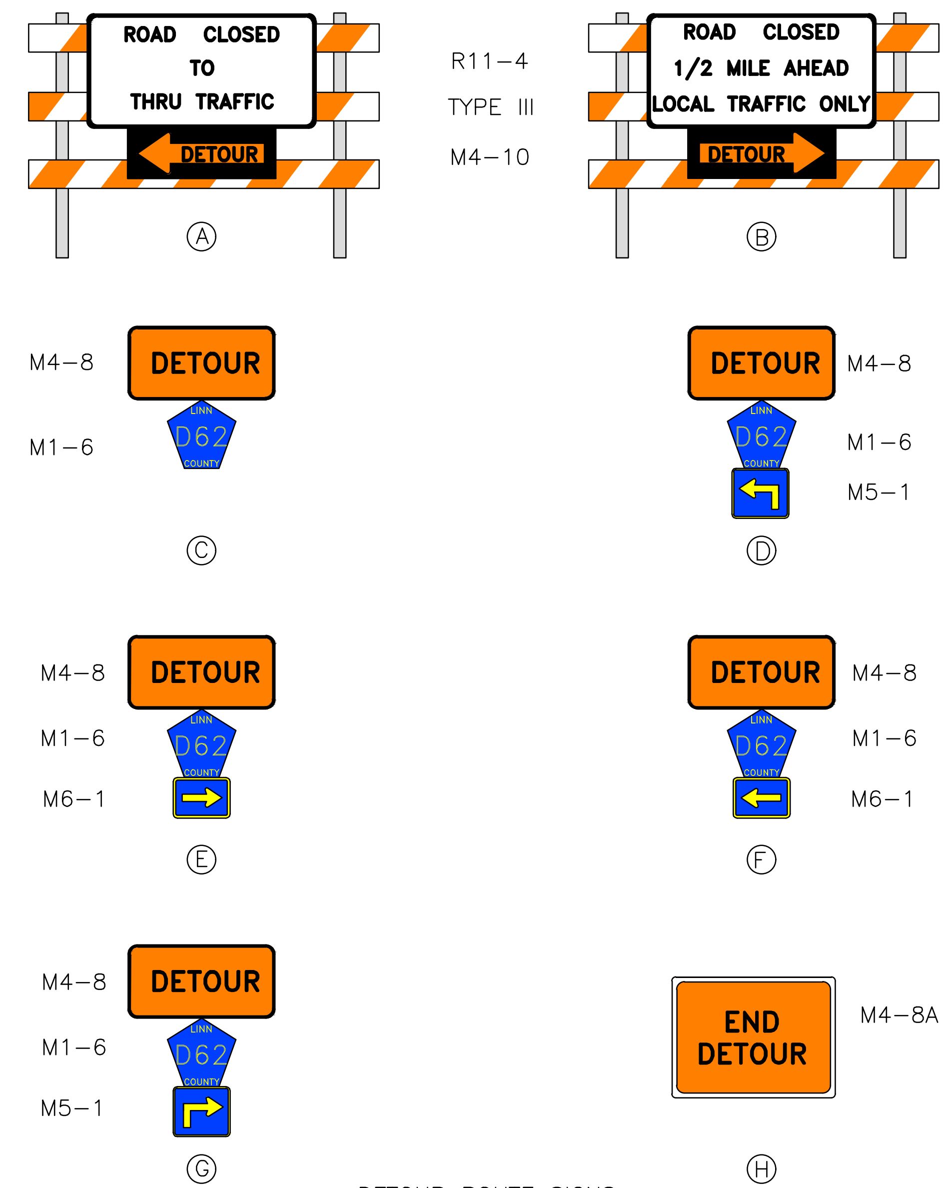
____
Chairperson

____
Linn County Auditor

____
Vice Chairperson

____
Supervisor





DETOUR ROUTE SIGNS
SCALE: NOT TO SCALE

KEY

PROJECT LIMITS	
DETOUR ROUTE	

NOTES

1. THIS SHEET IS FOR REFERENCE ONLY. LINN COUNTY FORCES SHALL PROVIDE ALL LABOR AND MATERIALS REQUIRED FOR DETOUR. CONTRACTOR SHALL BE RESPONSIBLE FOR THE TRAFFIC CONTROL AS NOTED IN THE BID ITEM NOTES.

2. TRAFFIC CONTROL DEVICES, PROCEDURES AND LAYOUTS, SIGNING AND PAVEMENT MARKINGS INSTALLED WITHIN THE LIMITS OF THIS PROJECT SHALL CONFORM TO "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS" AS ADOPTED BY IOWA DOT PER 761 OF THE IOWA ADMINISTRATIVE CODE CHAPTER 120.

DRAFTED BY: PLB 03-28-22 REVISED BY: AAA MM-DD-YY PLOTTED BY: BAIN, AUSTIN 10/18/2022 13:32	REVISIONS: DWG: S:\PROJECTS\WALKER ROAD\2023 PAVING WALKER TO TROY MILLS ROAD\DWG	LINN COUNTY **Secondary Road Department**	WALKER ROAD STP-S-C057(165)-5E-57 PCC OVERLAY	DETOUR ROUTE	SHEET F.01

Prepared by: Linn County Secondary Road Department, 1888 County Home Road, Marion, Iowa 52302, (319)892-6400
Return to Linn County Auditor, 935 2nd St SW, Cedar Rapids, Iowa 52404 (319)892-5300

RESOLUTION # _________________

ESTABLISH ROAD CLOSURE AND DETOUR FOR PROJECT

WHEREAS: Linn County Project FM-C057(161)-55-57 bridge replacement project N Center Point Road (W6E) in Linn County will begin soon.

WHEREAS: this project lies on a marked Farm-to-Market route, and

WHEREAS: a detour must be established to close a marked route for longer than 48 hours, and

WHEREAS: a map of the detour is attached hereto.

NOW, THEREFORE, BE IT RESOLVED: that the Linn County Board of Supervisors hereby authorize and direct the Linn County Engineer to place the appropriate signs to establish the following detour: commencing at the intersection of County Home Road 0.5 miles west, continue north 6.5 miles on Interstate 380, continue 1.0 miles north on Lewis Access Road for miles to end the detour. (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.

Moved by Supervisor _________________________ Seconded by Supervisor ______________________
that the above resolution be adopted this ___ day of ________________, 2023__ by a vote of ____ aye ____ nay and _______ abstain from voting.

BOARD OF SUPERVISORS
LINN COUNTY, IOWA

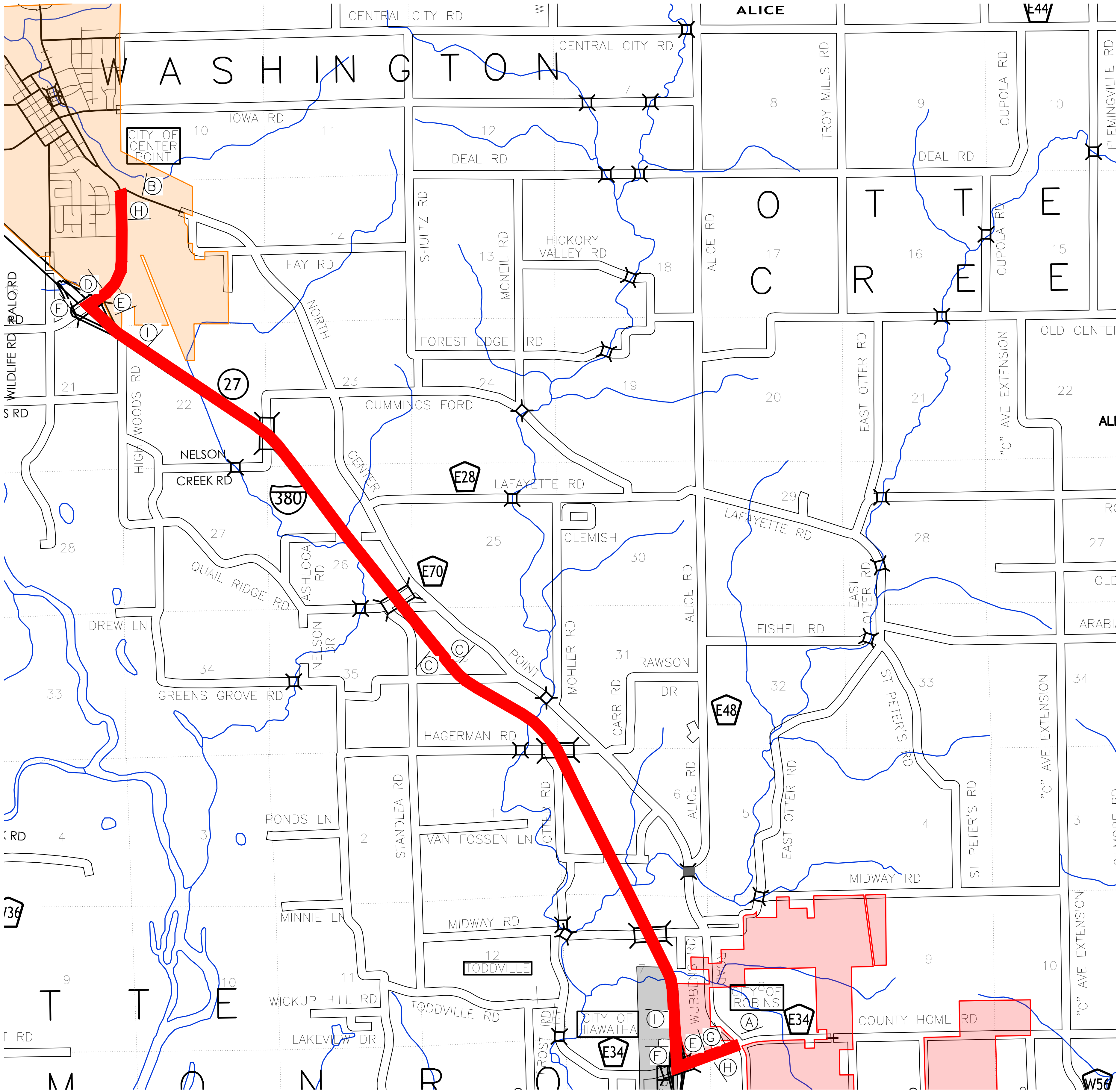
ATTEST:

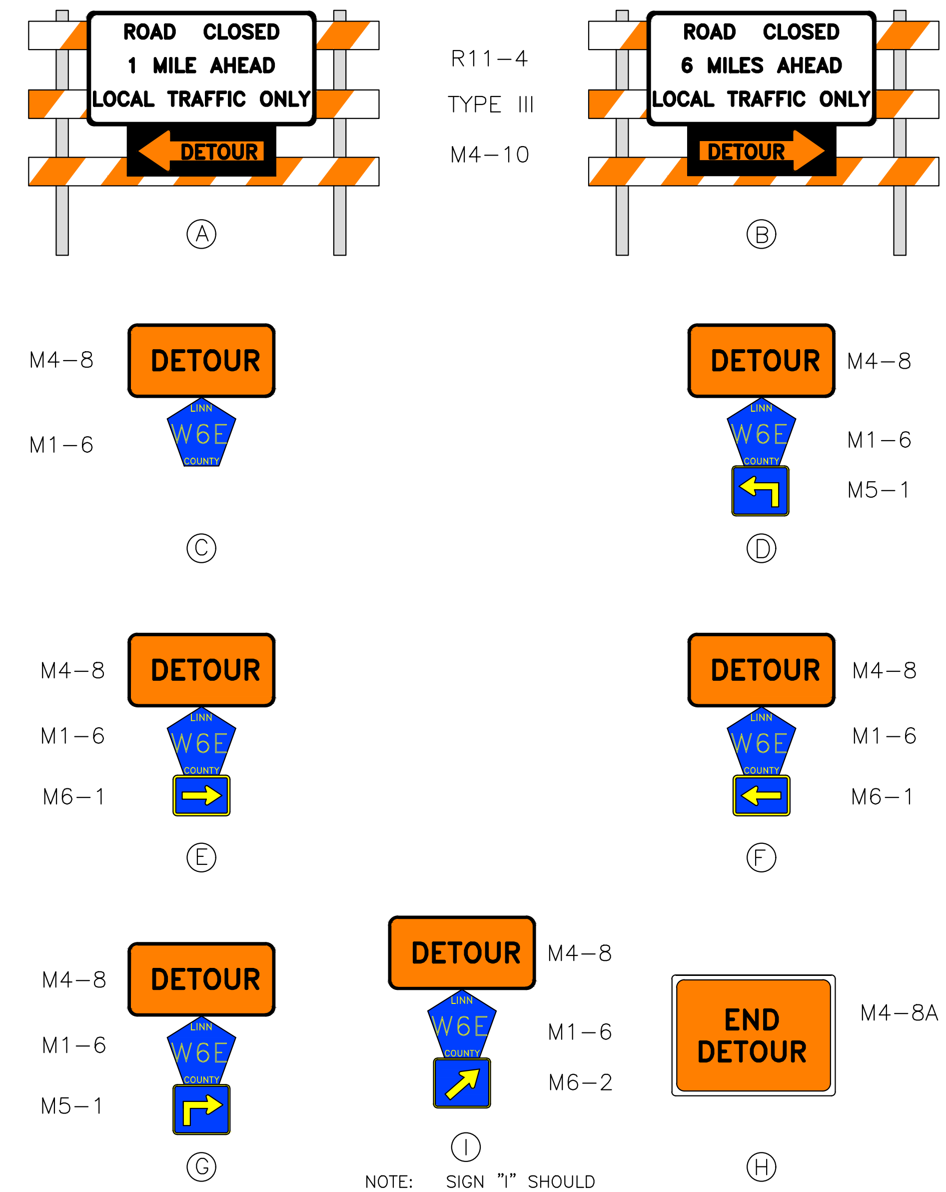
____
Chairperson

____
Linn County Auditor

____
Vice Chairperson

____
Supervisor





NOTE: SIGN "I" SHOULD APPEAR IN ADVANCE OF THE I-380 OFF RAMPS

DETOUR ROUTE SIGNS

SCALE: NOT TO SCALE

KEY

PROJECT LIMITS	
DETOUR ROUTE	

NOTES

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DRAFTED BY: AMB 05-17-2022
REVISED BY: AAA MM-DD-YY
PLOTTED BY: BAIN, AUSTIN
8/30/2022 09:46

REVISIONS:

DWG: S:\PROJECTS\NORTH CENTER POINT ROAD\2022 BRIDGE 2737 REPLACEMENT\DWG

LINN COUNTY **Secondary Road Department**

NORTH CENTER POINT ROAD
FM-C057 (161)-55-57
BRIDGE REPLACEMENT

DETOUR ROUTE

SHEET F.01

Prepared by: Linn County Secondary Road Department, 1888 County Home Road, Marion, Iowa 52302, (319)892-6400
Return to Linn County Auditor, 935 2nd St SW, Cedar Rapids, Iowa 52404 (319)892-5300

RESOLUTION # __________________

ESTABLISH ROAD CLOSURE AND DETOUR FOR PROJECT

WHEREAS: Linn County Project STP-S-C057(165)-5E-57, Portland Cement Concrete (PCC) overlay project, on Walker Road (D62) in Linn County will begin soon.

WHEREAS: this project lies on a marked Farm-to-Market route, and

WHEREAS: a detour must be established to close a marked route for longer than 48 hours, and

WHEREAS: a map of the detour is attached hereto.

NOW, THEREFORE, BE IT RESOLVED: that the Linn County Board of Supervisors hereby authorize and direct the Linn County Engineer to place the appropriate signs to establish the following detour: commencing at the intersection of Grant Street and South Mill Street south 0.15 miles on Mill Street, continue south 5.80 miles on North Center Point Road, continue south 0.25 miles on Franklin Street, continue east 0.55 miles on Grubbs Street, continue east 5.05 miles on Central City Road, continue north 6.02 miles on Troy Mills Road to the end of the detour. (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.

Moved by Supervisor __________________________ Seconded by Supervisor _______________________
that the above resolution be adopted this ___ day of ________________, 2023__ by a vote of ____ aye ___ nay and _______ abstain from voting.

BOARD OF SUPERVISORS
LINN COUNTY, IOWA

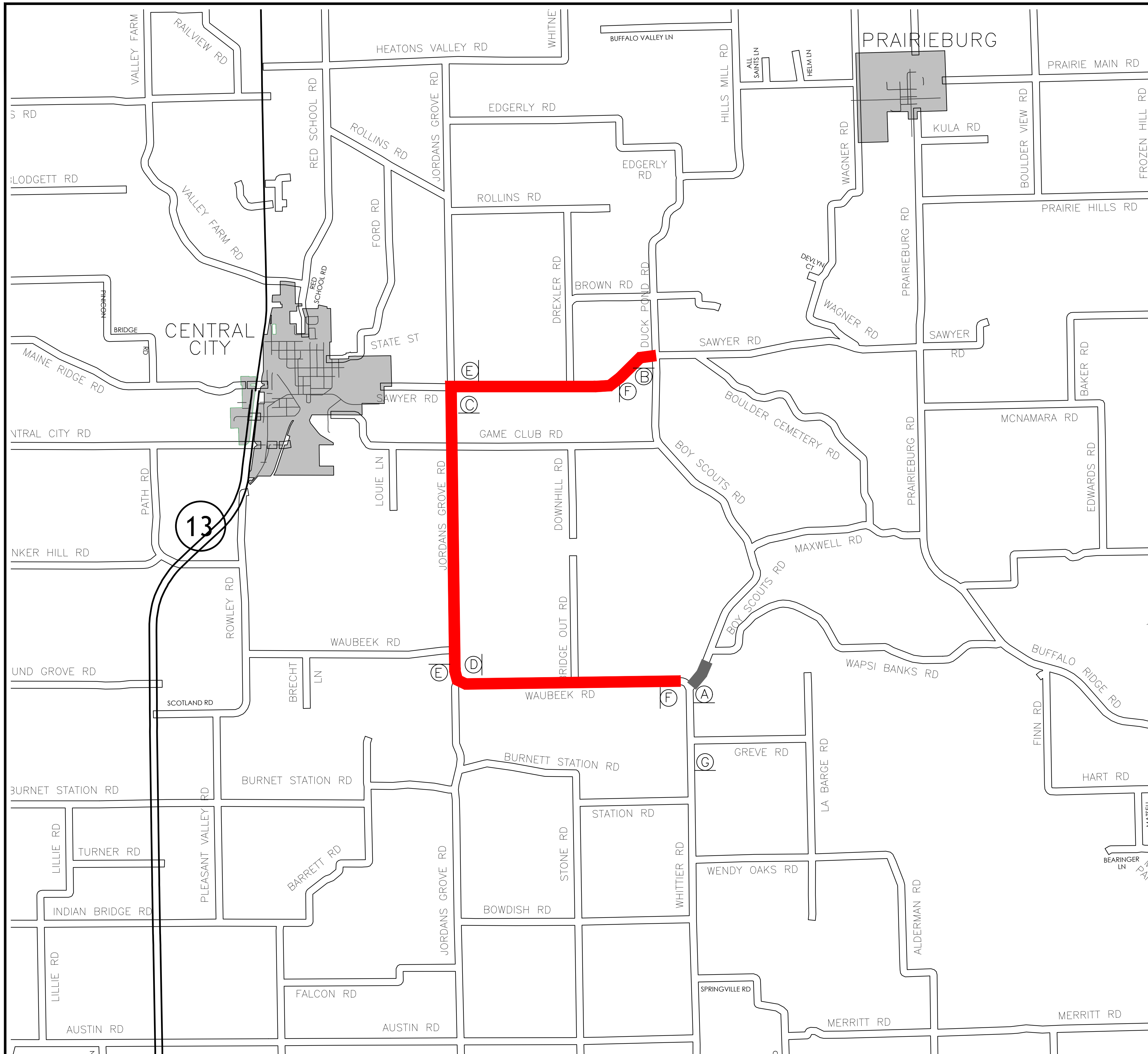
ATTEST:

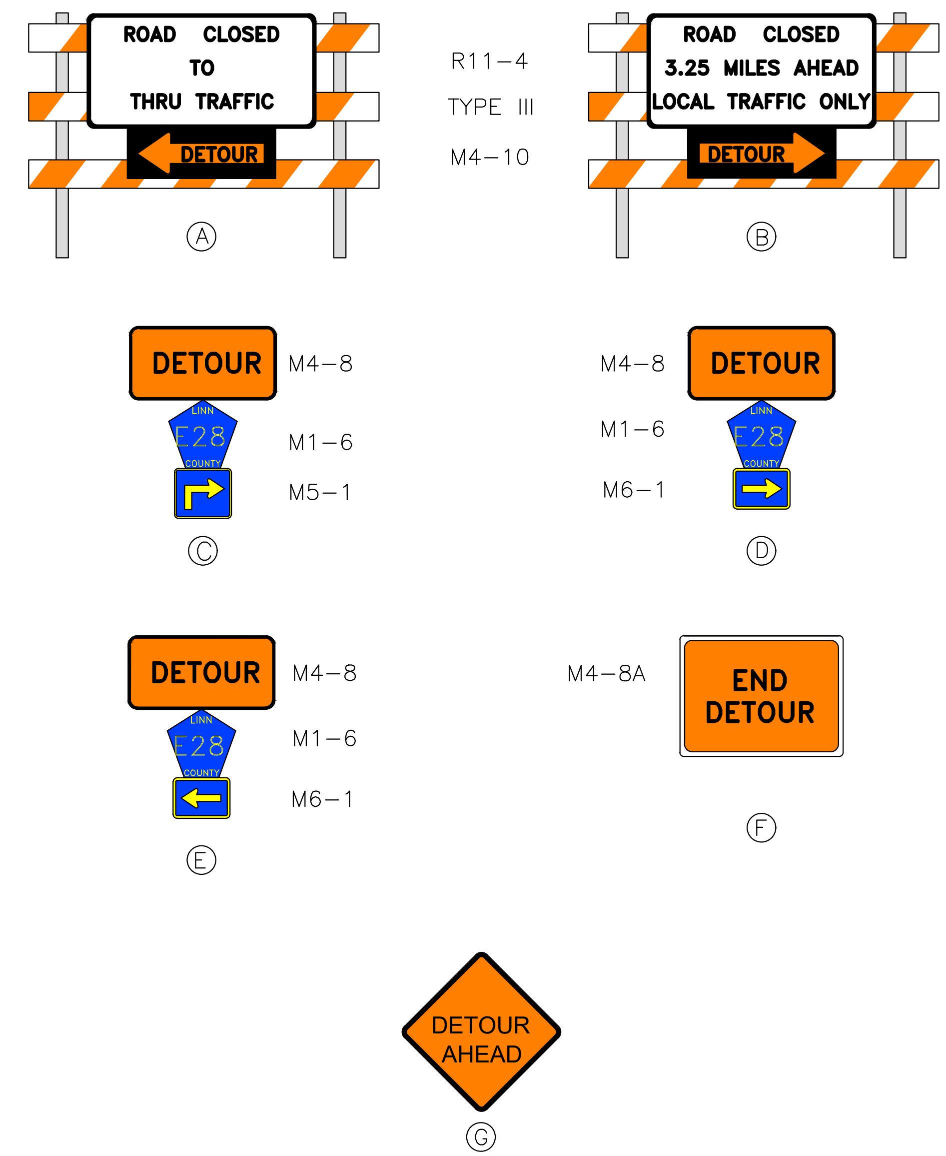
____
Chairperson

____
Linn County Auditor

____
Vice Chairperson

____
Supervisor





DETOUR ROUTE SIGNS

SCALE: NOT TO SCALE

KEY

PROJECT LIMITS	
DETOUR ROUTE	

NOTES

1. THIS SHEET IS FOR REFERENCE ONLY. LINN COUNTY FORCES SHALL PROVIDE ALL LABOR AND MATERIALS REQUIRED FOR DETOUR. CONTRACTOR SHALL BE RESPONSIBLE FOR THE TRAFFIC CONTROL AS NOTED IN THE BID ITEM NOTES.

2. TRAFFIC CONTROL DEVICES, PROCEDURES AND LAYOUTS, SIGNING AND PAVEMENT MARKINGS INSTALLED WITHIN THE LIMITS OF THIS PROJECT SHALL CONFORM TO "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS" AS ADOPTED BY IOWA DOT PER 761 OF THE IOWA ADMINISTRATIVE CODE CHAPTER 120.

DRAFTED BY: PLB 03-31-22 REVISED BY: AAA MM-DD-YY PLOTTED BY: REDDISH, GARRET 8/31/2022 07:58	REVISIONS: DWG: S:\PROJECTS\VARIOUS LOCATIONS\BRIDGE DECK PATCHING\2023 BRIDGE 408 DECKING\DWG	LINN COUNTY Secondary Road Department	BOY SCOUTS ROAD FM-C057(162)--55-57 BRIDGE DECK OVERLAY	DETOUR ROUTE	SHEET F.01

STATE & COMMUNITY ENERGY PROGRAMS

EECBG Program PRE-AWARD INFORMATION SHEET

Each Energy Efficiency and Conservation Block Grant (EECBG) Program recipient shall provide the following information on behalf of itself and all subrecipients and certify that the information is accurate and complete. Recipients may choose to provide this information in whatever format they like, as this form is optional.

EECBG Program recipients representing local and tribal entities may select from two options: 1) a grant or 2) a voucher for technical assistance and/or equipment rebates. EECBG Program recipients choosing a grant must provide data requested in sections 1 through 8 below. EECBG Program recipients choosing a voucher may skip sections 4 through 7. Please submit your completed document to EECBG@hq.doe.gov.

SECTION 1: CONTACT & LOCATION INFORMATION *(All recipients)*

Recipient Name:	Linn County, IA				
UEI:	TQ9YTRHJ1JW1				
Business Officer (BO):	Dawn Jindrich	BO Phone Number:	319-892-5148	BO Email:	dawn.jindrich@linncountyiowa.gov
Project Director/ Principal Investigator (PI):	Tamara Marcus	PI Phone Number:	540-455-8613	PI Email:	tamara.marcus@linncountyiowa.gov

Note: PI is the designated primary point of contact for the EECBG grant, such as the Project or Program Manager. Business Officer is the authorized individual responsible for financial management of the EECBG grant. Additionally, UEI number is *required* for grant applicants, but not for voucher applicants.

A. TYPE OF ORGANIZATION – Please indicate the type of organization of the Recipient by selecting one of the following:

- (●) Local Government
- ( ) Tribal Government
- ( ) State
- ( ) Territory

B. LOCATION AND CONGRESSIONAL DISTRICT

List the address and Congressional(s) district for the primary location where the grant will be performed.

Street Address:	935 2nd St. SW
City:	Cedar Rapids
State:	Iowa
Zip:	52404
Congressional District(s):	IA-002

SECTION 2: GRANT OR VOUCHER *(All recipients)*

EECBG Program recipients representing local and tribal entities must select whether to receive their EECBG Program award in the form of a grant or a voucher for technical assistance and/or equipment rebates. Please indicate your choice here. All States & Territories must select "Grant." (Select one option) [response to this question is non-binding]

- ○ Voucher for Technical Assistance
- ○ Voucher for Equipment Rebate
- ○ Voucher for both Technical Assistance and Equipment Rebate
- ○ Grant

SECTION 3: BUSINESS ASSURANCES *(All recipients)*

A. DISCLOSURE OF POTENTIAL IMPROPRIETIES

Below, please disclose if any of the following conditions exist. If the answer to any question (a) through (g) below is yes, provide a detailed explanation in an attachment to this form.

a. Is the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals[1] under investigation for or charged with a covered offense[2]?

- ○ Yes
- ◉ No

b. Has the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals been convicted of a covered offense in the last five years or had a civil judgment rendered against them for one of those offenses in that time period?

- ○ Yes
- ◉ No

c. Is the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals under investigation for potential violation of U.S. export control laws and regulations, or has the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals been convicted of any violations of U.S. export control laws and regulations?

- ○ Yes
- ◉ No

d. Is the proposed Recipient or Subrecipient(s) under investigation for potential violations of the Drug-Free Workplace Act of 1988, or has the proposed Recipient or Subrecipient(s) been convicted of any violations of the Drug-Free Workplace Act of 1988?

- ○ Yes
- ◉ No

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1 For this form, "principal" means: (1) An officer, director, owner, partner, PI, or other person (as defined in 2 C.F.R. 180.95) within the Project Team with management or supervisory responsibilities related to this project and any resulting transaction; or (2) A consultant or other person, whether or not employed by the Recipient, Subrecipient, or their principals, or paid with Federal funds, who (a) is in a position to handle Federal funds, (b) is in a position to influence or control the use of those funds, or (c) occupies a technical or professional position capable of substantially influencing the development or outcome of an activity required to perform the transaction, including but not limited to, any Co-PIs.

2 For this form, "covered offenses" include: (1) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; (2) Violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; (3) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or (4) Commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects the Recipient's present responsibility.

e. Is the proposed Recipient, Subrecipient(s), or any of the Recipient's or Subrecipient's principals under investigation for research misconduct, or has the proposed Recipient, Subrecipient(s), or the Recipient's or Subrecipient's principals been convicted of research misconduct?

- ◯ Yes
- ◉ No

f. Has any Federal Agency recommended or initiated proceedings against the proposed Recipient, Subrecipient(s), or the Recipient's or Subrecipient's principals for suspension or debarment, or is the proposed Recipient, Subrecipient(s), or the Recipient's or Subrecipient's principals debarred, suspended, publicly banned from doing business with the Federal government, or otherwise declared ineligible from receiving Federal Contracts, subcontracts or financial assistance?

- ◯ Yes
- ◉ No

g. Is the proposed Recipient or Subrecipient(s) delinquent on federal debt or insolvent or at risk of insolvency or have the proposed Recipient or Subrecipient(s) filed for bankruptcy in any domestic or foreign jurisdiction?

- ◯ Yes
- ◉ No

B. POTENTIAL CONFLICTS OF INTEREST

1. **Financial Conflicts of Interest.** The Recipient must disclose in writing any managed or unmanageable financial conflicts of interest involving a member of the project team (i.e., Investigators) and include sufficient information to enable DOE to understand the nature and extent of the financial conflict, and to assess the appropriateness of the non-Federal entity's management plan. See Section V(b)(3) of the DOE Interim Conflict of Interest Policy. As part of this DOE funded project, does the recipient or any subrecipients have any managed or unmanageable financial conflicts of interest involving a member of the project team (i.e., Investigators)?

- ◉ No
- ◯ Yes. If yes, in a separate attachment, the Recipient must provide relevant disclosures/supporting documentation as required by the DOE Interim Conflict of Interest Policy Section V(b)(3).

C. **Organizational Conflicts of Interest**[3]. The Recipient must disclose in writing any potential or actual organizational conflict of interest to DOE. See DOE Interim Conflict of Interest Policy Section VI and 2 CFR 200.318 for more information. As part of this DOE funded project, does the recipient or any subrecipients intend to engage in a procurement with a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe?

- ◉ No
- ◯ Yes. If yes, in a separate attachment, the Recipient must provide relevant disclosures/supporting documentation as required by the DOE Interim Conflict of Interest Policy Section VI.

Recipients choosing a voucher may skip to Section 8

3 Organizational Conflict of Interest means a situation where because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization. 2 CFR 200.318(c)(2).

SECTION 4: PAYMENT INFORMATION *(Grant recipients only)*

Provide (1) the awardee seven-digit ASAP (Automated Standard Application for Payment System) ID number that is under the DOE / Golden Field Office (GO) Agency Locator Code (ALC) and Region Code (#8900-0001-04) if available; (2) the name, phone number and email for the ASAP / Payments Contact Person; and (3) indicate whether the preferred payment method is by advance or reimbursement. Note: If ASAP number is not available, please leave field (1) blank and proceed with filling out (2) and (3).

1) ASAP Number:
2) ASAP/Payments Contact Person:
3) Indicate Preferred Payment Method: ◯ Payment by Advance ◯ Payment by Reimbursement

SECTION 5: PERFORMANCE AND FINANCIAL INFORMATION REQUEST *(Grant recipients only)*

Before providing this information, please read the ADDITIONAL INFORMATION at the end of this form. Each field identified below must be completed.

1. Has the Recipient had prior Federal awards? ◯ Yes ◯ No

   If Yes:

   Is the Recipient up to date on all reporting requirements on all other current and prior awards, including submitting acceptable final technical reports, with other Federal or non-Federal organizations? If you check No to this question, please attach an explanation. ◯ Yes ◯ No

2a. Has the Recipient had an independent Single Audit or independent Compliance Audit per Federal regulations, or had a prior Defense Contract Audit Agency (DCAA) Audit performed? (Please see attached instructions regarding Independent Audit requirements.) ◯ Yes ◯ No

2b. Has the Recipient undergone a Financial Audit within the last 3 years? ◯ Yes ◯ No

   If Yes to either 2a. or 2b.:

   a. A copy of the audit is attached to this form. ◯ Yes ◯ No

   b. An electronic copy of the audit was provided with application package. ◯ Yes ◯ No

   An electronic copy of the audit can be found at ______________________________

   If audit was not provided, please explain why it has not been completed and/or provided:

3. Recipient's fiscal year end date is ______________________________

4a. Identify the Federal Agency providing the preponderance of funding from ALL Government Awards which the Recipient's organization is/was the prime recipient, including any DOE Awards.
   Provide Agency name, Cognizant Agency point of contact (individual in charge of negotiating billing rates), phone number, and e-mail.
   (If the Recipient's organization has a DCAA contact, please provide this information in 4(c) below):

   Agency: ______________________________

Point of Contact:	
Phone/Email:	

4b. DCAA Contact Information:

DCAA Office:	
Point of Contact:	
Phone/Email:	

SECTION 6: FINANCIAL MANAGEMENT SYSTEM – ACCOUNTING SYSTEM SURVEY *(Grant recipients only)*

To qualify for Financial Assistance, compliance with 2 CFR 200 as amended by 2 CFR 910 is required. This includes assurance of an adequate accounting system for estimating, accounting, and billing for governmental funding received. Please complete the checklist below as assurance of this requirement.

For additional information, please visit https://www.dcaa.mil. Please refer specifically to the "Pre-award Accounting System Adequacy Checklist" under CUSTOMERS-->Checklists and Tools.

	Yes	No	NA
1. Is the Accounting System in accordance with Generally Accepted Accounting Principles applicable to the circumstances and associated applicable Federal regulations?	○	○	○
2. Accounting System provides for:			
a. Segregation of direct costs from indirect costs.	○	○	○
b. Identification and accumulation of direct costs by project.	○	○	○
c. A logical and consistent method for the allocation of indirect costs to intermediate and final cost objectives. (Project line items are final cost objective)	○	○	○
d. Accumulation of costs under general ledger control.	○	○	○
e. A timekeeping system that identifies employees' labor by intermediate and final cost objective (i.e., project level, division level).	○	○	○
f. A labor distribution system that charges direct and indirect labor to appropriate cost objectives.	○	○	○
g. Interim (at least monthly) determination of costs charged to a project through routine posting of books of account.	○	○	○
h. Excluding costs charged to Government projects which are not allowable in terms of FAR 31, Contract Cost Principles and Procedures, or other provisions.	○	○	○
i. Identification of costs by project line item and by units (as if each unit or line item were a separate project) if required by the proposed award.	○	○	○
3. Is the Accounting System designed, and are the records maintained in such a manner that adequate, reliable data are developed for use in developing cost proposals?	○	○	○
4. Is the Accounting System currently in full operation?	○	○	○

SECTION 7: REPRESENTATION/CERTIFICATION *(Grant recipients only)*

Certification of the information is required by the organization's authorized representative

☐ I certify that I have registered in the System for Award Management (SAM).

☐ I certify that I have registered in FedConnect.net in order to receive award documentation.

☐ I certify that all subrecipient cost information has been reviewed, and that all subrecipient costs are reasonable, allowable, and allocable in accordance with the applicable cost principles. All subrecipient budget documents should be available upon DOE request.

☐ I certify that all direct costs proposed in the application (under the personnel, travel, equipment, supplies, contractual, construction, and/or other direct costs categories) are direct to the project and are not duplicated in the proposed indirect costs.

☐ I certify that the processes undertaken to solicit any subrecipients, subawards, subcontracts and vendors comply with our organization's written procurement procedures as outlined in "Procurement Standards" 2 CFR 200.317 through 2 CFR 200.326 inclusive.

☐ I certify the Recipient:

(1) Has in effect an up to date, written, and enforced administrative process to identify and manage conflicts of interest with respect to all projects for which financial assistance funding is sought or received from DOE;

(2) Shall promote and enforce Investigator compliance with DOE's Interim Conflict of Interest (COI) Policy's requirements including those pertaining to disclosure of significant financial interests;

(3) Shall manage financial conflicts of interest and provide initial and ongoing financial conflicts of interest reports to DOE;

(4) Agrees to make information available, promptly upon request, to DOE relating to any Investigator disclosure of financial interests and the Recipient's review of, and response to, such disclosure, whether or not the disclosure resulted in the Recipient's determination of a financial conflict of interest; and

(5) Shall fully comply with the requirements of the DOE Interim COI Policy.

SECTION 8: SIGNATURES *(All recipients)*

I, the Authorization Official named below, represent by my signature that I am authorized to certify this information on behalf of the Recipient. I certify to the best of my knowledge and belief that the information contained in this Pre-Award Information Sheet is true, complete and accurate. I understand that any false, fictitious, or fraudulent information, misrepresentations, half-truths, or omissions of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (18 U.S.C. §§ 1001 and 287, and 31 U.S.C. 3729-3730 and 3801-3812). I further understand and agree that (1) the statements and representations made herein are material to DOE's funding decision, and (2) I have a responsibility to update the disclosures during the period of performance of the award should circumstances change which impact the responses provided above.

Name: ______________________________

Title: ______________________________

Signature of Authorized Official: ______________________________

Date: ____________________

I, the Principal Investigator named below, certify to the best of my knowledge and belief that the information contained in this Pre-Award Information Sheet is true, complete and accurate. I understand that any false, fictitious, or fraudulent information, misrepresentations, half-truths, or omissions of any material fact may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims or otherwise. (18 U.S.C. §§ 1001 and 287, and 31 U.S.C. 3729-3730 and 3801-3812). I further understand and agree that (1) the statements and representations made herein are material to DOE's funding decision, and (2) I have a responsibility to update the disclosures during the period of performance of the award should circumstances change which impact the responses provided above.

Name:	Tamara Marcus
Title:	Linn County Sustainability Director
Signature of Principal Investigator:	
Date:	4/21/2023

ADDITIONAL INFORMATION

This information will assist DOE in determining: 1) cognizance; 2) whether the Recipient has adequate internal financial and management controls; and 3) whether the Recipient has an adequate accounting system. Generally, cognizance means that an organization has a Federal oversight agency (cognizant agency). Cognizance of an organization is used for many purposes including: determining which agency is responsible for verifying correct allocation of indirect rates to incurred costs; issuing the Provisional and Final Indirect Rate Agreements; and ordering audits. Adequate internal controls and accounting systems are essential to ensure that the Recipient's costs are correctly estimated, recorded, and billed. The Recipient has the responsibility to ensure that these systems are in place. The cognizant Agency has the responsibility for verifying these systems through audits or other methods.

For additional information, please visit https://www.dcaa.mil. Please refer specifically to the "Pre-award Accounting System Adequacy Checklist" under CUSTOMERS-->Checklists and Tools.

Cognizance is determined by TOTAL Federal award/contract dollars received by the Recipient/Contractor from all Federal agencies. This information is used to determine which Federal agency has the largest preponderance of funding and is cognizant. Once a Federal agency assumes cognizance for a contractor, it should remain cognizant for at least 5 years to ensure continuity and ease of administration.

Cognizance related duties are the responsibility of the Cognizant Federal Agency (CFA). The CFA is the Federal agency (e.g., Department of Defense, Department of Energy, Navy, etc.) that provided the preponderance (largest amount) of funding for your awards, across all federal agencies. It is very important to confirm that you work with the correct office.

General Rule of Thumb: Department of Health & Human Services (DHHS) is usually the CFA for Universities, Cities, States, and Counties. DHHS cognizance is not usually transferred.

If it is determined that the Department of Energy/Golden Field Office (GO) is the Cognizant Federal Office, the Recipient will have the following **ANNUAL** responsibilities:

1. Submit a Certified Annual Incurred Cost Claim (ICE Model – see #3 below) to the GO Cost/Price mailbox (CostPrice@ee.doe.gov). **This should represent the total organization's costs (representing the Company General Ledger), not just the Recipient's DOE award(s)**.
2. Due Date: 180 days after the Recipient's fiscal year end.
3. For an example of the ICE Model, please visit https://www.dcaa.mil. Under "CUSTOMERS->Checklists and Tools", click on ICE (Incurred Cost Electronically) Model and download the ICE model.

Once the information is received, GO will have the responsibility of providing your organization with an annual indirect rate agreement. This indirect rate must be used on all Federal grants and contracts.

If it is determined that GO is not the Cognizant Federal Office, the Recipient should contact the Cognizant Office for additional instructions.

ANNUAL AUDIT REQUIREMENTS

Independent (Single & Compliance) Audit Requirements
2 CFR 200, Section F located at: http://www.ecfr.gov/cgi-bin/text-idx?SID=6e187b05cfeca4f534c659f20983b14e&mc=true&node=pt2.1.200&rgn=div5 **For-Profits: 2 CFR 910, Section F** located at: http://www.ecfr.gov/cgi-bin/text-idx?node=pt2.1.910&rgn=div5 Below are excerpts from Section F.

Audit requirements.

(a) Audit required. A non-Federal entity that expends $750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single (program-specific, *not applicable for For-Profits*) or compliance audit conducted for that year in accordance with the provisions of this part.

(b) *Single* audit. A non-Federal entity that expends $750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 - Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

(b) *Compliance* audit. (1) If a for-profit entity has one or more DOE awards with expenditures of $750,000 or more during the for-profit entity's fiscal year, they must have a compliance audit for each of the awards with $750,000 or more in expenditures. A compliance audit should comply with the applicable provisions in §910.514—Scope of Audit. The remaining awards do not require, individually or in the aggregate, a compliance audit.

(c) Program-specific audit election. *(Not applicable to For-Profits).* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.

(d) Exemption when Federal awards expended are less than $750,000. A non-Federal entity that expends less than $750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

(e) Federally Funded Research and Development Centers (FFRDC). Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.

(f) Subrecipients and Contractors. An auditee may simultaneously be a recipient, a subrecipient, and a contractor. Federal awards expended as a recipient or a subrecipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not Federal awards. Section §200.331 Subrecipient and contractor determinations sets forth the considerations in determining whether payments constitute a Federal award or a payment for goods or services provided as a contractor.

(g) Compliance responsibility for contractors. In most cases, the auditee's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the auditee is responsible for ensuring compliance for procurement transactions which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include determining whether these transactions are in compliance with Federal statutes, regulations, and the terms and conditions of Federal awards.

(h) For-profit *subrecipient*. Since this part does not apply to for-profit subrecipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit subrecipients. The agreement with the for-profit subrecipient must describe applicable compliance requirements and the for-profit subrecipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit subrecipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also §200.332 Requirements for pass-through entities.

LINN COUNTY

PROCLAMATION

National Therapy Animal Day

April 30, 2023

There are thousands of Pet Partners therapy animal teams serving in communities across the United States; and

WHEREAS, Pet Partners has designated April 30 as National Therapy Animal Day; and

WHEREAS, Pet Partners therapy animal teams in the Town of Hiawatha play an essential role in improving human health and well-being through the human-animal bond; and

WHEREAS, Pet Partners therapy animal teams make millions of visits per year in settings such as hospitals, nursing homes, schools, and hospice; and

WHEREAS, Pet Partners therapy animal teams interact with a variety of people in our community including veterans, seniors, patients, students facing literacy challenges, and those approaching end of life; and

WHEREAS, these exceptional therapy animals who partner with their human companions bring comfort and healing to those in need.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Supervisors or Linn County, Iowa, duly convened and acting in its capacity as the governing body of Linn County, does hereby proclaim the 30th day of April, 2023 as "**National Therapy Animal Day**" and encourage our citizens to celebrate our therapy animals and their human handlers.

Linn County Board of Supervisors

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Chairperson

LINN COUNTY

PROCLAMATION

NATIONAL NURSES WEEK

MAY 6-12, 2023

WHEREAS, the nearly 3.1 million nurses in the United States comprise our nation's largest health care profession; and

WHEREAS, the depth and breadth of the registered nursing profession meets the different and emerging health care needs of the American population in a wide range of settings; and

WHEREAS, a renewed emphasis on primary and preventive health care will require the better utilization of all of our nation's registered nursing resources; and

WHEREAS, more qualified registered nurses will be needed in the future to meet the increasingly complex needs of health care consumers in this community; and

WHEREAS, the cost-effective, safe, and quality health care services provided by registered nurses will be an ever more important component of the U.S. health care delivery system in the future; and

NOW THEREFORE, BE IT PROCLAIMED, the Board of Supervisors have declared the week of May 6-12, 2023 as National Nurses Week in Linn County, Iowa.

Linn County Board of Supervisors

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Chairperson

LINN COUNTY

PROCLAMATION

NATIONAL CORRECTIONAL OFFICERS AND EMPLOYEES WEEK

MAY 7-13, 2023

WHEREAS, National Correctional Officers and Employees Week was first proclaimed on May 5, 1984, by President Ronald Reagan when he signed Proclamation 5187 creating "National Correctional Officers Week," to recognize the men and women who work in jails, prisons, and community corrections across the country; and

WHEREAS, the National Correctional Officers and Employees Week became the official name the first week in May when, in 1986, the U.S. Senate officially changed the name from "National Correctional Officers Week"; and

WHEREAS, National Correctional Officers and Employees Week has been designated as the week of May 7, 2023, through May 13, 2023, by the U.S. Department of Justice and the Federal Bureau of Prisons; and

WHEREAS, National Correctional Officers and Employees Week honors the work of correctional officers and correctional personnel for their service with honor, respect, and integrity; and

WHEREAS, National Correctional Officers and Employees Week raises the awareness of the duties, hazards, and sacrifices made by the Correctional Workers; and

WHEREAS, National Correctional Officers and Employees Week in Linn County, Iowa recognizes employees of the Linn County Sheriff's Office for their role in safeguarding the citizens of Linn County by providing safe, secure, and humane incarceration of offenders within their custody;

NOW THEREFORE, BE IT PROCLAIMED that the Board of Supervisors of Linn County, Iowa, duly convened and acting in its capacity as the governing body of Linn County, does hereby proclaim the week of May 7, 2023 through May 13, 2023, as "National Correctional Officers and Employees Week." All Linn County citizens are encouraged to pay tribute to the many Correctional Workers of the Linn County Sheriff's Office for the vital public service they provide.

Linn County Board of Supervisors

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Chairperson

RESOLUTION NO. 2023-04-

A RESOLUTION APPROVING AN APPROPRIATIONS TRANSFER WITHIN THE LINN COUNTY FISCAL YEAR 2023 ANNUAL BUDGET

WHEREAS, the Linn County Board of Supervisors previously approved the Linn County Fiscal Year 2023 Annual Budget; and,

WHEREAS, it has been determined that it is necessary to transfer appropriations within the Public Safety and Legal Services area of said budget; and,

WHEREAS, sufficient appropriations are available to provide for the necessary transfer; and,

WHEREAS, said transfer is within the Public Safety and Legal Services service area, and is made by resolution of the Board of Supervisors in accordance with Iowa Code Section 331.434(6).

NOW, BE IT THEREFORE RESOLVED by the Linn County Board of Supervisors that appropriations within the Linn County Fiscal Year 2023 Annual Budget are revised as follows:

Organization	Transfer
Juvenile Justice	$10,000
Board of Supervisors	($10,000)

PASSED AND APPROVED this ______ day of April 2023.

LINN COUNTY BOARD OF SUPERVISORS

____
Louis Zumbach, Chair

____
Ben Rogers, Vice Chair

____
Kirsten Running-Marquardt, Supervisor

ATTEST:

____
Joel Miller, Linn County Auditor

I, Joel Miller, Linn County Auditor, certify that at a regular meeting of the Linn County Board of Supervisors duly adopted the foregoing resolution by a vote of

________Aye ________Nay ________ Abstain and ________Absent from Voting.

____
Joel Miller, Linn County Auditor