

Jasper County, Iowa

Joe Brock

Denny Carpenter

Doug Cupples



Board of Supervisors

Courthouse

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JASPER COUNTY BOARD OF SUPERVISORS AGENDA

www.co.jasper.ia.us

May 1, 2018

9:30 a.m.

Pledge of Allegiance

Item 1 Public Hearing

First Reading of Ordinance #64 This ordinance is created and enacted to help Jasper County officials and citizens deal with the public health and safety problems created by the infusion of a large number of people into Jasper County when the Des Moines Register's Annual Great Bicycle Ride Across Iowa™ (RAGBRAI®) arrives in Jasper County, Iowa on Wednesday, July 25, 2018 and departs on Thursday July 26, 2018. It is estimated that Jasper County, Iowa will experience between 25,000 – 30,000 visitors. The arrival of these additional visiting guests in Jasper County will cause public safety logistic and health related challenges. The purpose of this ordinance is to address some of those public safety logistics and health related challenges.

Item 2 Human Resources – Dennis Simon

- a) Employee Hiring Resolution Public Health**
- b) Employee Hiring Resolution Sheriff**

Item 3 Buildings & Grounds – Adam Sparks

- a) Clock Tower Cameras & Equipment**

Item 4 Set Public Hearing Date for Retrofit Newton Courthouse Lighting Bid Opening

(Recommended Date 5/18/19 at 9:30am)

Item 5 Approval of Board of Supervisors minutes for 4/24/2018

PUBLIC INPUT & COMMENTS

ORDINANCE NUMBER 64

ORDINANCE CREATING CHAPTER 64 "RAGBRAI REGULATIONS / PERMITS", WITHIN THE CODE OF ORDINANCES OF JASPER COUNTY, IOWA, ESTABLISHING REGULATIONS AND A PERMIT STRUCTURE FOR RAGBRAI'S VISIT TO JASPER COUNTY –JULY 25-26, 2018

BE IT ORDAINED BY THE BOARD OF SUPERVISORS FOR JASPER COUNTY, IOWA

SECTION 1: **PURPOSE.** This ordinance is created and enacted to help Jasper County officials and citizens deal with the public health and safety problems created by the infusion of a large number of people into Jasper County when the Des Moines Register's Annual Great Bicycle Ride Across Iowa™ (RAGBRAI®) arrives in Jasper County, Iowa on Wednesday, July 25, 2018 and departs on Thursday July 26, 2018. It is estimated that Jasper County, Iowa will experience between 25,000 – 30,000 visitors. The arrival of these additional visiting guests in Jasper County will cause public safety logistic and health related challenges. The purpose of this ordinance is to address some of those public safety logistics and health related challenges.

Section 2: Chapter 64, "RAGBRAI REGULATIONS / PERMITS" is hereby created by adding the following new sections:

CHAPTER 64 GENERAL PROVISIONS AND RAGBRAI REGULATIONS / PERMITS

- 64.01** RAGBRAI Commercial Vendor
- 64.02** RAGBRAI Commercial Vendor Fees
- 64.03** RAGBRAI Non-Profit Vendor - Permit Required
- 64.04** RAGBRAI Non-Profit Vendor Fees
- 64.05** Clean Up
- 64.06** Electrical Service
- 64.07** Exception
- 64.08** Proof of Liability Insurance
- 64.09** Glass Containers
- 64.10** Regarding Any Iowa Alcoholic Beverages Division Licensing
- 64.11** Nuisance
- 64.12** Penalties
- 64.13** Street and Road Closings
- 64.14** Repealed

64.01 RAGBRAI Commercial Vendor – Permit Required.

- (A) No person, group, club, organization, corporation or entity of any kind shall provide or sell food/beverages or merchandise/entertainment to the public in Jasper County Iowa on July 25 – 26, 2018, unless the person has first obtained a RAGBRAI Food Vendor Permit or Street Vendor Permit from the Jasper County Director of Community Development at 115 W. 2nd St. N., Newton, Iowa.

- (B) The RAGBRAI Vendor Permits shall be granted on condition that the RAGBRAI Vendor locates their sale stand at a location approved by the Jasper County Director of Community Development (which shall not be in the county right of way); and, all RAGBRAI vendors must show proof of liability insurance. All RAGBRAI food vendors shall comply with the Iowa Department of Health Rules and Regulations governing the sale of food for consumption on the premises and all vendors shall comply with Iowa Department of Revenue Rules and Regulations governing sales.
- (C) All Applications for permits must be received by Friday, June, 29, 2018. All applications received after this date are not ensured of approval and will be subject to a \$250.00 late fee.
- (D) The Jasper County Director of Community Development shall have sole discretion to decline to issue a permit for any reason, provided however, that no applicant for a permit shall be denied based upon the race, creed, color, sex, age, or country of origin of applicant.

64.02 RAGBRAI Commercial Vendor Fees.

The fee for a RAGBRAI Commercial Vendor Permit shall be \$750.00 for a maximum sale area of 20' wide and 20' deep. No RAGBRAI Vendor Permit shall be issued after July 20, 2018.

64.03 RAGBRAI Non-Profit Vendor – Permit Required.

- (A) No Non-Profit of any kind shall provide or sell food/beverages or merchandise/entertainment to the public in Jasper County Iowa on July 25-26, 2018, unless the person has first obtained a RAGBRAI Food Vendor Permit or Street Vendor Permit from the Jasper County Director of Community Development at 115 W. 2nd St. N., Newton, Iowa.
- (B) The RAGBRAI Vendor Permits shall be granted on condition that the RAGBRAI Vendor locates their stand at a location approved by the Director of Community Development; and, all RAGBRAI vendors must show proof of liability insurance. All RAGBRAI food vendors shall comply with the Iowa Department of Health Rules and Regulations governing the sale of food for consumption on the premises and all vendors shall comply with Iowa Department of Revenue Rules and Regulations governing sales.
- (C) All Applications for permits must be received by Friday, June, 29, 2018. All applications received after this date are not ensured of approval and will be subject to a \$250.00 late fee.
- (D) The Jasper County Director of Community Development shall have sole discretion to decline to issue a permit for any reason, provided however, that no applicant for a permit shall be denied based upon the race, creed, color, sex, age, or country of origin of applicant.

64.04 RAGBRAI Non-Profit Vendor Fees.

The fee for a RAGBRAI Non-Profit Vendor Permit shall be \$300.00 for a maximum sale area of 20' wide and 20' deep. No RAGBRAI Non-Profit Vendor Permits shall be issued after July 20, 2018.

64.05 Clean Up.

All RAGBRAI vendor permit holders are responsible to leave their permitted areas in good order, all trash, garbage, and associated items are to be picked up and removed at the time of departure, but no later than 12:00 p.m. on July 26, 2018.

64.06 Electrical Services.

Vendor permit holders must provide their own electrical services.

64.07 Exception.

No RAGBRAI Vendor Permit, of any kind, shall be required for a person to sell or supply food/beverages or merchandise / entertainment in Jasper County Iowa on July 25-26, 2018, on their licensed premises providing that the person/business in possession of current applicable State, County and City Permits for their activity on their premises as of July 1, 2018.

64.08 Proof of Liability Insurance.

- (A) Certificate of Insurance issued by an insurance company licensed to do business in the State of Iowa, providing comprehensive or commercial liability insurance with a minimum of \$500,000 combined single limit coverage for the injury or death of any person, for the damage to property of others and for acts of negligence by the RAGBRAI permit holder, permit holder's agent(s), or employees, while participating in market activities. Said Certificate shall require notice to Jasper County Iowa, in conformity with general county standards for Certificates of Insurance, in the event the underlying policy of insurance is canceled for any reason. Termination of insurance coverage, as required by this section, shall immediately revoke RAGBRAI permit holders, permit holder's agents', or employees' right to operate under the ordinance.
- (B) Certificates or copies of said policies, naming Jasper County, Iowa as additional insureds, and providing for fifteen (15) days' notice to Jasper County, Iowa before cancellation shall be delivered to Jasper County, Iowa (Jasper County Auditor) and if replacement insurance is not found prior to the event date, the permit is null and void.
- (C) Non-waiver of Governmental Immunity. The insurance carrier expressly agrees and states that the purchase of this policy and that including Jasper County, Iowa as Additional Insured does not waive any of the defenses of governmental immunity available to Jasper, County Iowa under Iowa Code § 670.4 as it now exists and as it may be amended from time to time.

- (D) **Claims Coverage.** The insurance carrier further agrees that this policy of insurance shall cover only those claims not subject to the defense of government immunity under Iowa Code § 670.4 as it now exists and as it may be amended from time to time. Those claims not subject to Iowa Code § 670.4 shall be covered by the terms and conditions of this insurance policy.
- (E) **Assertion of Governmental Immunity.** Jasper County, Iowa shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the insurance carrier.
- (F) **Non-Denial of Coverage.** The insurance carrier shall not deny coverage under this policy and the insurance carrier shall not deny any of the rights and benefits accruing to Jasper County, Iowa under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by Jasper County, Iowa.
- (G) **No Other Change in Policy.** The insurance carrier and Jasper County, Iowa agree that the above preservation of governmental immunities shall not otherwise change or alter the coverage available under the policy.

64.09 Glass Containers.

To promote safety during RAGBRAI, all beverages sold in the unincorporated areas of Jasper County, Iowa, by permit holders, shall be sold in non-glass containers only. This requirement shall also apply to any existing business, restaurant, service station, grocery store or other establishment selling beverages on its premises in an outdoor setting open to the public from 7:30 a.m. on July 25, 2018 through 12:00 p.m. on July 26, 2018.

64.10 Regarding Any Iowa Alcoholic Beverages Division Licensing.

- (A) **One License:** To promote the public health, safety and welfare during RAGBRAI, as discussed in the purposes section of this ordinance, the Jasper County Board of Supervisors deems it is in the best interest of this County that between the hours of 7:30 a.m. on July 25, 2018 through 12:00 p.m. on July 26, 2018 there shall be one and only one beverage garden in the unincorporated area of Jasper County, Iowa.
- (B) **Beverage Garden Defined:** The presence of 25,000 to 30,000 extra people in Jasper County, Iowa on July 25, 2018, many of whom may be consuming alcoholic beverages, has the potential to overwhelm local law enforcement personnel. Therefore, in order to ensure public safety and to facilitate police protection, the Board of Supervisors determines that there may be no more than one special event permit applicant permitted to operate an outdoor alcoholic beverage garden from a temporary location with a five (5) day or fourteen (14) day beer permit and/or five (5) day or fourteen (14) day liquor license.

- (C) Permitted Beverage Garden Operator shall provide one security person for every 150 attendees. Security personnel, whether paid or volunteer, shall have no duties other than maintaining order and enforcing Iowa alcoholic beverage law and license conditions, including prohibiting minors and intoxicated attendees from consuming or possessing alcoholic beverages. All security personnel shall be dressed in distinctive clothing with visual markings identifying them as security personnel. The Permitted Beverage Garden Operator shall not deny access to any peace officer. Any violation of the permit or Iowa law will result in immediate revocation of said special event permit and shutdown of said Beverage Garden.
- (D) Businesses that have an existing liquor license or beer permit for an outdoor service area as of the date of approval of this Ordinance shall be permitted to operate such within the space defined in their license. No temporary premises updates regarding outdoor service areas of existing license holders will be allowed for a date that includes July 25 or 26, 2018.

64.11 Nuisance.

The sale of food/beverages or the location of a temporary stand for the sale of food/beverages or merchandise/entertainment outdoors in the unincorporated areas of Jasper County, Iowa without the necessary permits or in violation of any of the provisions of the Ordinances of Jasper County, Iowa is hereby declared to be a nuisance. The Jasper County Sheriff's Office is hereby empowered to cause any offending stand or temporary stand or outdoor entertainment or place to be closed, dismantled and removed without prior notice.

64.12 Penalties.

A violation of any of the provisions of Chapter 64, RAGBRAI Permits, shall be a county infraction as set forth in Iowa Code §331.307. Any fines imposed shall be according to the following schedule of penalties:

1 st Offense fine of	\$750.00
2 nd or subsequent Offense fine of	\$1,000.00

A Court appearance SHALL be required for ALL offense violations. The fines shall be in addition to any other remedies as allowed under Iowa Code §331.307, including but not limited to requiring the violator to pay for appropriate permits and costs, should that be an issue.

64.13 Street or Road Closings.

Beginning Tuesday, July 24, 2018 at 10:00 p.m. and ending Thursday, July 26, 2018 at 2:00 p.m., and without prior Board of Supervisor's approval regarding the blocking of any Jasper County, Iowa street or road, the Jasper County Sheriff, or designee, may direct the placement of barricades or road blocks in any Jasper County, Iowa road or street to redirect vehicular traffic in order to enhance the proper and safe flow of bicycle and vehicular traffic within the unincorporated areas of Jasper County, Iowa.

64.14 Repealed.

This chapter is repealed effective July 31, 2018 unless otherwise extended.

Section 3: **Repealer Clause.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4: **Severability Clause.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 5: **Effective.** This ordinance shall be effective from and after the final passage, approval and publication as provided by law.

Section 6: **Jurisdiction.** The jurisdiction shall be considered any unincorporated area within Jasper County, Iowa exterior boundaries and includes any incorporated town or city without a similar RAGBRAI REGULATIONS / PERMITS ordinance.

Section 7: **Sunset Clause.** This ordinance is repealed on July 31, 2018. Any violations that have not yet been adjudicated may still be litigated.

Passed and approved in this final form following three readings (or due waiver thereof in the manner allowed by law) on the following roll call vote on the ____ day of _____, 2018.

Supervisor	Aye	Nay
Joe Brock		
Dennis Carpenter		
Doug Cupples		

Doug Cupples, Chairperson Jasper County Board of Supervisors

Attest:

Dennis Parrott, Jasper County Auditor

CERTIFICATE OF PUBLICATION

I, Dennis Parrott, Jasper County Auditor, hereby certify that the foregoing Ordinance was passed and approved by the Board of Supervisors of Jasper County on the _____ day of _____, 2017, and was published in the Jasper County Official Newspapers, newspapers of general circulation in Jasper County, Iowa on the _____ day of _____, 2018.

Dennis Parrott, Jasper County Auditor

Resolution 18-

WHEREAS, a position vacancy has been approved for the following appointment by the Board of Supervisors through the Personnel Requisition Process.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors approves and certifies the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Public Health	Parents As Teacher (Part-time)	Keri Emerick	\$15.45 Non-progressive Union Scale	Hire-In	5/3/18

Resolution adopted this 1st day of May, 2018

Doug Cupples, Chairman

Attest:

Dennis Parrott, Auditor

RECORDED IN BOARD OF SUPERVISORS MINUTES
BOOK 21 5/1/18 PAGE



BRINGING COMMUNICATIONS FULL CIRCLE

April 25, 2018

Attn: Adam Sparks

RE: Clock Tower Cameras

SCI, Inc. is pleased submit the following proposal to Jasper County Courthouse located in Newton, Iowa. At SCI customer service is the lifeline of our organization. Our Customer satisfaction is the most important building block to all members of our company. We provide and stand behind our outstanding quality and professional installations. SCI is a **CommScope Uniprise Certified Installer**, and **SCI is BICSI certified and has a RCDD on staff.**

Execution for project listed below

- SCI will install 2 new data runs to camera locations inside of the clock tower mechanical building
- SCI will supply and install 1 instance of Video Insight software on a PC running windows 10 professional and extend a HDMI cable to a customer supplied and mounted TV in the West entrance corridor.
- SCI will supply and install 2 Panasonic WV-S2231L 1080P H.265 indoor Vandal dome cameras with IR LED
- SCI will use existing POE ports out of the MDF
- SCI has included 1 year of software support for all adjuncts
- SCI will perform all programming and training on the product

Horizontal Cross Connect Installation

N/A

Firestop System / Bonding and Grounding / Support systems

N/A

Identification and Labeling

SCI will adhere to the labeling scheme provided by the customer. This labeling scheme will include all cables, data racks, patch panels and outlets. Once the labeling scheme is approved SCI will incorporate this scheme into each test result and the as-built drawings.

SCI – 2001 E Army Post Road Suite B Des Moines, Iowa 50320
515-339-7860 Phone / 515-339-7860 Fax



BRINGING COMMUNICATIONS FULL CIRCLE

Testing and Acceptance

SCI will ensure that all testing of the cables installed will be done with a high-end tester to ensure that all cable is tested correctly to meet or exceed industry specifications. All voice cabling will be wire mapped and will shoot the distance and recorded to the labeling scheme.

Warranty

SCI will provide a 5 year warranty on all Panasonic Cameras installed on this project, a 5 year software support for all adjuncts, and a 20 year CommScope Uniprise warranty on any cabling that is installed

Project Price: \$ 2,523.34



BRINGING COMMUNICATIONS FULL CIRCLE

Additional comments: Bid is valid for 45 day / No sales tax included

Again, SCI is pleased to present you with this proposal. At SCI customer service is the lifeline of our organization. Our customer satisfaction is the most important building block to all members of the organization.

If there are any questions please feel free to contact me at the numbers listed below.

SCI Communications, Inc. looks forward to building a lasting business relationship with your Organization.

Sincerely,

Jerry Brown
Sales Director
jerry@sci-iowa.com
515-661-3225

Customer Acceptance: _____ Date: _____

Attest: _____
Dennis Parrott, Auditor

April 24, 2018

Tuesday, April 24, 2018 the Jasper County Board of Supervisors met in regular session at 9:30 a.m. Supervisors Brock, Carpenter and Cupples present and accounted for; Chairman Cupples presiding.

Motion by Brock and seconded by Carpenter to adopt Resolution 18 – 32 a hiring resolution certifying the following to Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Sheriff's Office Office	Part-time Dispatcher	Jourdan Dunifer	\$18.10	Hire-In Non-progressive Union Scale	05/07/2018

YEA: CARPENTER, BROCK, CUPPLES

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Brock and seconded by Carpenter to approve of the following:

FY 18/19 Department Head Salary Pay Plans

FY 18/19 Non-Department Head Salary Pay Plans

FY 18/19 Hourly Non-bargaining Pay Plans

YEA: CARPENTER, BROCK, CUPPLES

Motion by Carpenter and seconded by Brock to adopt Resolution 18 – 33 a hiring resolution certifying the following to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Auditor's Office	Auditor's Clerk	Reanna Fitzgerald	\$15.54	6 month Non-progressive Union Scale	04/23/2018

YEA: BROCK, CUPPLES, CARPENTER

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Buildings and Grounds Director Adam Sparks presented to the Board an agreement between Jasper County and Shive Hattery to provide a masonry improvements analysis to the Courthouse.

Motion by Brock and seconded by Carpenter to approve the agreement between Jasper County and Shive Hattery Architecture & Engineering firm to provide design, bid, CA services and a masonry improvements analysis to the Courthouse at a cost of \$21,250.

YEA: CARPENTER, BROCK, CUPPLES

Veterans Affairs Director Kurt Jackson presented his quarterly report to the Supervisors.

Motion by Cupples and seconded by Carpenter to approve the Veterans Affairs Quarterly Report with the period beginning January 1, 2018 and ending March 31, 2018.

YEA: BROCK, CARPENTER, CUPPLES

Treasurer Doug Bishop told the Board that new license plates for Jasper County would be available soon.

Motion by Brock and seconded by Carpenter to adopt Resolution 18 – 34 approving transfer orders 1396 & 1397 as follows:

#1396 - Transferring from the General Fund to the Secondary Roads Funds \$113,521.61

#1397 - Transferring from the General Fund to the Secondary Roads Funds \$1,113,371.86

Both Transfers are required in order to receive State Road Use Funds.

YEA: CARPENTER, BROCK, CUPPLES

Complete copies of the resolution are on file in the Office of the Jasper County Auditor.

Motion by Carpenter and seconded by Brock to approve Supervisors minutes for 04/17/2018.

YEA: BROCK, CARPENTER, CUPPLES

Motion by Cupples, and seconded by Carpenter to adjourn the April 24, 2018 meeting of the Jasper County Auditor.

YEA: BROCK, CARPENTER, CUPPLES

Dennis K. Parrott, Auditor

Doug Cupples, Chairman