

**JEFFERSON COUNTY BOARD OF SUPERVISORS’  
PROCEEDINGS  
October 19, 2009**

At 9:00 A.M., Chair Burgmeier called the regular meeting of the Board of Supervisors to order.

Board members present were: Stephen Burgmeier, Chair; Richard C. Reed, Vice-Chair; Lee Dimmitt, Supervisor.

It was moved by Reed that the minutes for the October 12, 2009 meeting be acknowledged. All “Aye”. Motion carried.

The Board met with the County Engineer.

It was moved by Reed that Gloria Countryman be appointed to the Jefferson County Compensation Board as the Board of Supervisors’ representative for a 4-year term expiring June 30, 2013. All “Aye”. Motion carried.

It was moved by Reed that the following resolution be approved:

**RESOLUTION SETTING PUBLIC HEARING ON THE MATTER OF THE ADOPTION  
OF PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST  
FOR THE COURTROOM RENOVATION AND REMODELING PROJECT.**

WHEREAS, Jefferson County is preparing to renovate and remodel the district courtroom inside the Jefferson County Courthouse, and

WHEREAS, the proposed plans, specifications, form of contract and estimate of cost for this project was put on file with Board of Supervisors on October 19, 2009, and

WHEREAS, the above listed documents may be examined at the Jefferson County Auditor’s Office, and

WHEREAS, a public hearing on the proposed plans, specifications, form of contract and estimate of cost for this project is required by law, therefore,

BE IT RESOLVED, by the Board of Supervisors of Jefferson County, Iowa, that PUBLIC NOTICE IS HEREBY GIVEN that a public hearing shall be held on the proposed plans, specifications, form of contract and estimate of cost for the courtroom renovation and remodeling project on Monday, November 9, 2009 at 9:30 am. Said public hearing shall be held in the Board Room on the first floor of the Jefferson County Courthouse.



It was moved by Reed that the following resolution be approved:

**RESOLUTION SETTING DATE TO CONSIDER BIDS AND AWARD CONTRACT(S)  
FOR THE COURTROOM RENOVATION AND REMODELING PROJECT.**

WHEREAS, Jefferson County is preparing to renovate and remodel the district courtroom inside the Jefferson County Courthouse, and

WHEREAS, the proposed plans, specifications, form of contract and estimate of cost for this project was put on file with Board of Supervisors on October 19, 2009, and

WHEREAS, the above listed documents may be examined at the Jefferson County Auditor's Office, and

WHEREAS, bids shall be sealed and must be filed before 9:00 am on Monday, November 16, 2009, in the Jefferson County Auditor's Office, and

WHEREAS, properly submitted, and timely received, bids shall be opened on Monday, November 16, 2009 at 9:30 am during the Board of Supervisors meeting. Said bid opening to take place in the first floor Board Room of the Jefferson County Courthouse, now therefore;

BE IT RESOLVED, by the Board of Supervisors of Jefferson County, Iowa, that bids for the above named project will be considered on Monday, November 23 at 9:30 am in the first floor Board Room of the Jefferson County Courthouse.

|                   |      |      |
|-------------------|------|------|
| Ayes              |      | Nays |
| Stephen Burgmeier | None |      |
| Lee Dimmitt       |      |      |
| Richard C. Reed   |      |      |

Passed and approved this 19<sup>th</sup> day of October, 2009.

ATTEST:  
Scott Reneker  
Jefferson County Auditor

**Public Hearing Minutes on Proposed Sanitary Sewer Activities**

**Unincorporated Jefferson County Communities of  
Abingdon, Greenbrier, Lakewood, and Pekin**

**Date: October 19<sup>th</sup>, 2009**

Jefferson County Representative Steve Burgmeier called to order the Public Hearing on the proposed Sanitary Sewer Activities for the unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin at 9:30 a.m.

The Jefferson County Representative Steve Burgmeier stated the purpose of the meeting is to discuss the Counties intent to apply for a Community Development Block Grant (CDBG) to construction a wastewater collection and treatment system for the unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin. The Counties intent to apply for CDBG funds are due to the fact that the unincorporated Jefferson County communities lack an adequate method of wastewater disposal. The County needs to address its wastewater situation as identified and documented in correspondence from the Iowa Department of Natural Resources and/or in the Preliminary Engineering Report.

All Counties' that apply for a CDBG are required to comply with the citizen participation requirement of Section 507 of the Housing and Community Development Act of 1987. The following items are required to be discussed:

- a. How the need for the activities was identified. ANSWER: The need for the activities was identified by documentation in correspondence from the Iowa Department of Natural Resources and/or documentation in the Preliminary Engineering Report, and public meetings within each of the unincorporated communities.
- b. How the proposed activities will be funded and the sources of funds. ANSWER: It is the intent of the County to apply for Community Development Block Grant funds. It is also the intent that Regional Utility Service Systems (RUSS) will apply for additional USDA Rural Utilities grant and loan funds for the project.
- c. Date the CDBG application will be submitted. ANSWER: CDBG applications are due to the Iowa Department of Economic Development no later than 4:30 p.m. November 14<sup>th</sup>, 2009.
- d. Requested amount of federal funds. ANSWER: It will be a joint application of all four communities within Jefferson County. Based on the approximate population the maximum amount of grant funds that can be received is \$1,000 per capita. In this case we are estimating the funds to be in the amount of approximately \$65,000.
- e. Estimated portion of federal funds that will benefit low and moderate income persons; where the proposed activities will be conducted. ANSWER: Based on either the Census data or the income survey recently performed the County will be eligible for approximately 50% of total project cost in federal funds.
- f. Where the proposed activities will be conducted. ANSWER: The proposed sanitary sewer system will serve the entire unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin.

- g. Plans to minimize displacement of persons and businesses resulting of funded activities. ANSWER: There are no plans to displace any persons or businesses during the funded activity.
- h. Plans to assist persons actually displaced. ANSWER: There are no plans to displace any persons or businesses during the funded activity.
- i. The nature of the proposed activities. ANSWER: It is the desire of Regional Utility Service Systems at this time to provide sewer collection and treatment through individual septic tanks, which would then flow to a clustered AdvanTex treatment system.
- j. Questions, Comments, or Concerns of the Public.  
 Richard Dick asked about the timing of the project and the time of transfer requirements for home sales in the area. The Board stated that the Sanitarian would work with the homeowners.  
 Dave Neff asked if the adjoining properties on the west side of Glasgow could join in the project. Lewiston stated that they could.

Number of community residents present: 6

## **Community Development & Housing Needs Assessment**

### Community Development and Housing Needs of LMI Persons

1. The unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin are in need of a new sewer system.
2. The unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin will be in need of assistance in the writing of an application for funds for a sewer project.
3. The unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin are in need of assistance with the grant application for the sewer grant if awarded.

### Other Community Development and Housing Needs

1. There were no items discussed under this category by the County.

### Planned or Potential Activities to Address Housing and Community Needs

1. The Jefferson County Board of Supervisors on behalf of the unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin has requested a Preliminary Engineering Report from Garden & Associates, Ltd. to address their sewer needs.
2. The Jefferson County Board of Supervisors on behalf of the unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin has formally requested assistance through Regional Utility Service Systems.
3. The Jefferson County Board of Supervisors on behalf of the unincorporated communities of Abingdon, Greenbrier, Lakewood, and Pekin will conduct

procurement of administrative services if grant funding is awarded for sewer project.

With no further questions or comments; the Public Hearing was adjourned at 9:45 a.m.

Minutes Recorded by: Scott Reneker

It was moved by Burgmeier to apply for CDBG grant funds for East Pleasant Plain. All "Aye". Motion carried.

It was moved by Burgmeier to apply for CDBG grant funds for Pekin, Abingdon, Greenbrier Subdivision and Lakewood Subdivision. All "Aye". Motion carried.

The Board is researching providing administration services for Iowa County Attorney's Case Management Project.

The Board met with the Assistant County Attorney.

Reed reported on the FRA Courtroom plans. Dimmitt reported on his REAP and Hazard Mitigation meetings. Burgmeier reported on the Four Corners issue.

It was moved by Reed to allow the claims against the county and to direct the county auditor to issue checks against the various funds of the county in payment of the claims allowed. All "Aye". Motion carried.

There being no further business, the Board adjourned.

ATTEST:  
Scott D. Reneker  
County Auditor

Stephen Burgmeier, Chairman  
Board of Supervisors