

July 15, 2020

Board members present for regular session at 9:00 a.m. were: Twombly, Hoadley, Homan, Shelley, and Wedemeyer joined via conference call.

Also present: Mandy Berg

All motions were approved unanimously unless noted otherwise.

Due to heightened public health risk from the coronavirus outbreak, the Board Meeting was held via conference call pursuant to Iowa Code section 21.8.

MINUTES: Moved by Shelley and seconded by Homan to approve the minutes from June 30, 2020. Approved.

CLAIMS: Moved by Wedemeyer and seconded by Shelley to approve the following claims:

Vendor Name	Payable Description	Total	Insurance Trust	Insurance Trust	\$300.00
21st Century Cooperative	@ Fertilizer	\$105.25	ISAC	Fy21 Member Dues	\$6,275.00
Access Systems	Total It Care	\$2,291.78	ISAC Group Dental	Dental Ins Premiums	\$229.40
Access Systems Leasing	Server Lease	\$1,233.06	ISAC Group Health Program	Health Ins Premiums	\$3,343.00
Adair Co Emergency Manage	FY21 1/4 Tax Draw	\$14,528.00	ITA Group Holdings, Inc	@ Printing	\$168.95
Adair Co Engineer	@ Gas County Cars	\$1,941.87	JB Holland Construction, Inc.	TIF G61 Grading Project	\$372,728.24
Adair Co Fair Board	Fy21 1/2 Tax Draw	\$12,500.00	Jensen, Randall	Pest Control	\$67.00
Adair Co Health & Fitness	@ Primary Election Rent	\$125.00	John Deere Financial	@Parts #404	\$140.81
Adair Co Health System	@ Jail Meals	\$405.00	Lamb, Michael J.	Erosion Control-EWP Project #2	\$99,715.42
Adair Co Home Care	FY21 1/4 Tax Draw	\$21,250.00	Mail Services LLC	@ Print & Postage	\$650.26
Adair News, The	@ Bd Proceedings	\$589.06	Mainstay Systems Inc	@ APC Battery Backup/Dispatch	\$72.00
Agriland Fs Inc	@Ethanol & Diesel	\$35,449.91	Matura Action Corp	Fy21 Tax Draw	\$23,663.00
Ahlers & Cooney Pc	@ Labor Relations	\$800.00	McMorrin Lawn Services	@ Lawn Care	\$105.00
Alliant Energy - IES	Intersection Lighting/Utilities	\$284.14	Md Products & Solutions Inc	Parts #310	\$3,068.00
Amazon Capital Services	@ Retractable Belt Barrier	\$119.96	Mediacom	Phone & Internet	\$732.72
Bridgewater Tires & More	@ Tire Repair, Hydraulic Oil	\$27.00	Metal Culverts Inc	Culverts-Materials	\$10,567.00
Byers Lock Shop	@ Locks	\$253.20	MHC Kenworth	Parts #643	\$48.25
Calhoun-Burns And Associates	@ Wind Farm Bridge Analysis	\$1,328.30	Midwest Partnership	Fy21 1/4 Tax Draw	\$8,338.50
Century Link	@Utilities-Phone	\$31.34	Monaghan, Barry	Building Rent	\$114.07
Congregate Meal Site	FY21 Tax Draw	\$1,000.00	Murphy Heavy Contracting Inc	Erosion Control-EWP Project #1	\$46,657.53
Cost Advisory Services	@ FY19 Cost Allocation Plan	\$3,000.00	Northland Products Co	Oil-2015 Bulk Superline Exp	\$2,022.07
Creston Publishing Company	@ Bd Minutes	\$383.22	Office Depot	@ Backup Battery	\$179.99
D W Auto Parts	@ Parts	\$35.41	Office Machines Company	Office Supplies-Copy Paper	\$42.00
Dataspec Inc	@ FY21 Vetrapec Fees	\$449.00	Orient Municipal Light	@Utilities-Electric-Orient Yard	\$16.25
Delta Dental Delta Vision	Vision Ins Premiums	\$17.62	Orient Municipal Water	@ Utilities	\$166.50
Diamond Oil Co	@Diesel	\$250.51	Orient United Methodist Church	@ Primary Election Rent	\$100.00
DLT Solutions Inc	Engineering Equipment	\$2,066.00	Pattison Sand Company, L.L.C.	Erosion Control-	\$50,035.77
Dollar General Charge Sales	@ Custodial Supplies	\$21.05	Pearson Do, Timothy C	@ Medical Examiner Fees	\$150.00
Farmers Electric Coop	@ Mt Electric, Lo Electric	\$1,671.59	Polk Co Treasurer	Investigation Fee	\$284.77
Farmers Lumber Company	@Culvert Supplies	\$500.21	Praxair Distributing Inc	@ Monthly Cylinder Rent	\$125.44
Fastenal Company	Culvert Crew Supplies	\$315.15	RDO Truck Center Co.	@Partslabor	\$1,593.57
FNB Bank	Billing For Apportions	\$42.80	Secondary Road Fund	@ Fuel, June 2020	\$1,007.28
Fontanelle City	@Utilities	\$34.12	Secure Benefits Systems Corp	HRA Fees/ Claims	\$536.73
Four Oaks Family/Children's Ser	@ Shelter Services	\$139.95	Shuck-Britson, Inc.	@ Bridge Inspection 2020	\$8,026.56
Frese, Stan	VA Mileage	\$84.53	SICOG	FY21 Membership Fees	\$4,415.20
GATR Of Des Moines, Inc	@Parts/Labor	\$3,548.11	Southern IA Rural Water	@ Utilities	\$134.26
Government Forms & Supplies	@ Envelopes	\$153.92	Southern Iowa Trolley	Fy21 Tax Draw	\$8,894.00
Grainger	@Parts For Bathroom Stall	\$16.10	SWCC	@ Child Abuse Prevention Grant	\$1,375.72
Grantham Sanitation	Trash Pickup	\$298.00	Speer Financial-Chicago Office	@ Series 2020 Ur Bond Services	\$18,450.00
Greenfield Lumber Company	@Culvert Supplies/Box Culvert	\$109.75	Storey Kenworthy	@ Election Envelopes	\$49.52
Greenfield Municipal Utilities	@Utilities	\$3,242.63	Stuart Municipal Utilities	@ Utilities General Relief	\$150.00
Greenfield Oil Company	@Tire Labor	\$45.00	Stuart Recreation Center	@ Primary Election Rent	\$100.00
Greenfield True Value	@ Supplies	\$327.36	Titan Machinery	2019 Case Tr340 Skidsteer	\$90,000.00
Hawkeye Truck Equipment	@Parts	\$559.29	United States Treasury	@ 2019 PCORI Fee	\$170.18
Henggeler, Paige	@ Mileage	\$278.88	Verizon Wireless	Engineering Supplies	\$38.52
Homan, David	@ Mileage	\$113.76	Verizon Wireless Bellevue	@ Telephone Service	\$53.11
Housby Mack Inc	@Parts	\$35.68	Visa	@ Training, Thermometer	\$1,158.98
IA Assn Co Cons Bd Emp Dist IV	FY21 Dues	\$25.00	Western Engineering Co, Inc.	TIF G27 Resurface Project	\$59,150.72
IA Precinct Atlas Consortium	FY21 Member Fees	\$3,713.76	Western Iowa Tourism Region	FY21 Matching Funds	\$500.00
IA St County Treas Association	FY21 Dues	\$250.00	Wex Bank	@ Gas Co Cars	\$162.39
IA St Medical Examiner	@ Medical Examiner Fees	\$2,080.20	Williams, Barry	@ Grove Cemetery Mowing	\$270.00
Imagetek Inc	@Backup & Recovery Services	\$40.00	Youth Emer. Services & Shelter	@ Shelter Services	\$4,245.15
IMWCA	Work Comp Premium	\$5,405.00	Ziegler Inc	@Parts 314	\$106.51

Fund	Grand Total	Expense Amount
0001 - GENERAL FUND		\$137,035.57
0002 - GENERAL SUPPLEMENTAL		\$19,065.28
0011 - RURAL SERVICES		\$25,250.00
0020 - SECONDARY ROAD		\$336,385.07
1520 - NW WIND FARM UR CAPITAL PROJECT FUND		\$431,878.96
8500 - ADAIR COUNTY INSURANCE TRUST		\$4,596.93
GRAND TOTAL	\$954,211.81	\$954,211.81

TAXABLE MILEAGE: Moved by Shelley and seconded by Twombly to approve the taxable mileage for David Homan for \$40.32. Approved.

LIQUOR LICENSE RENEWAL: Moved by Hoadley and seconded by Wedemeyer to approve the liquor license renewal for Carol Ann Root effective June 1, 2020. Approved. Janelle Schneider and Brenda Wallace entered at 9:04 a.m. Rich Wallace entered at 9:06 a.m.

MANURE MANAGEMENT PLANS: Moved by Shelley and seconded by Homan to acknowledge receipt of the manure management plan updates from Rectenbaugh Site #1 and Site #2, and Van Eaton Site #1. Approved. The Board discussed the original manure management plan received from Thompson Pork and determined that it would not be eligible to be scored using the master matrix. Moved by Wedemeyer and seconded by Shelley to acknowledge receipt of the Thompson Pork original manure management plan. Approved.

SICOG HOUSING TRUST FUND: Moved by Homan and seconded by Hoadley to approve and for the chair to sign the semi-annual SICOG Housing Trust Fund Report. Approved.

HOMESTEAD & MILITARY DISALLOWANCES: Moved by Shelley and seconded by Twombly to approve and send the disallowance letters to the 11 Homestead and 3 Military disallowances. Approved.

CHILD ABUSE PREVENTION GRANT: Moved by Shelley and seconded by Wedemeyer for Auditor Berg, as contract administrator, to sign the Child Abuse Prevention Grant Draw Down. Approved.

HF 2502 – FIREARMS & WEAPONS IN THE COURTHOUSE: Auditor Berg presented a letter from County Attorney Larson explaining HF 2502 that restricts the County's ability to enact an ordinance, motion, resolution, policy, or amendment prohibiting firearms from being carried into the courthouse unless there is someone screening individuals at the door for firearms and there were armed security on the premises. Attorney Larson states in her letter that the "No Weapons Allowed" signs at the entries must be taken down. Auditor Berg stated that these signs have been removed. Moved by Shelley and seconded by Wedemeyer to acknowledge receipt of the letter.

TREASURER: Longevity Increase – Moved by Wedemeyer and seconded by Hoadley to approve the \$0.05 longevity increase for Marilee Kerber for completion of five years of employment for the County. Approved. **Semi-Annual Treasurer's Report** – Treasurer Wallace presented the Semi-Annual Treasurer's Report. Wallace stated that a CD had to be cashed in June to help with liquid money between getting tax payments in. Moved by Wedemeyer and seconded by Hoadley to acknowledge receipt of the Treasurer's Semi-Annual report through June 30, 2020 and for the Auditor to publish. Approved. Brenda and Rich Wallace and Schneider exited at 9:22 am.

VETERANS' AFFAIRS: Duane Avey, Veterans' Affairs Director and John Schildberg, VA Commissioner joined the conference call at 9:22 a.m. **VA Office Cleaning** – Avey stated that Diane Queck submitted her resignation and will no longer be cleaning the veterans' affairs office and asked the Board what they would suggest going forward. The Board discussed having the same person cleaning the veterans' affairs office and secondary roads. Avey and Schildberg left the call at 9:25 a.m.

CONSERVATION: Dominic Johnson, Conservation Director, joined the conference call at 9:24 a.m. Nick Kauffman, County Engineer, joined the conference call at 9:28 a.m. **Conservation Office Lease** – Johnson stated that the Conservation office hadn't had a lease for last several years and wanted to get one in place that will be renewed year to year. The rent and utility amount would remain at \$289/month. Moved by Hoadley and seconded by Homan for the chair to sign the one year conservation lease with Barry Monaghan. Approved. **Conservation Update** – Johnson gave the following conservation updates: working on the annual report, significant increase in camper revenue, kids conservation programs will continue every week until the end of summer, looking to update registration kiosks this summer or fall, new seeding at Hoskins, have been able to get other projects done with having little rain, and is planning on have another moonlight on the lake event on August 15th. Johnson left the call at 9:37 a.m.

WEED COMMISSIONER: Nathan Jensen, Weed Commissioner, joined the conference call at 9:43 a.m. **Updated IRVM Plan** – Moved by Homan and seconded by Shelley to approve the updated IRVM plan. Approved. Jensen stating that they were going to start mowing road ditches next week, cutting brush on the highway, and spraying trees in ditches. Jensen left the call at 9:47 a.m.

ENGINEER: Custodian New Hire – Engineer Kauffman stated he would like to hire Jennifer Eshelman as the secondary road's custodian for \$19.08/hour. The Board discussed the starting wage and how it compared to other part-time and custodian employees. The Board discussed

advertising for the position again and including the veterans' affairs custodian position as well as the on-call courthouse custodian position with an adjusted hourly rate. Moved by Homan and seconded by Hoadley to table the discussion. Approved. The Board discussed implementing a starting wage for all part-time employees before hiring a new custodian so it would decrease having to adjust wages for those employees so often. Rich Wallace, Janelle Schneider, and Brenda Wallace entered at 9:52 a.m. **Report of Maintenance & Activities** – Kauffman gave an update to the Board on the following activities and maintenance: Western working on shouldering, JB Holland working on spreading top soil, G61 deck overlay, and EWP projects. Nick exited the call at 10:08 a.m.

COVID-19 UPDATES AND DISCUSSION: Supervisor Twombly stated that if the results came back negative on the employee being tested for COVID-19, he would like to go back to how the courthouse was operating before. If results were positive we will look at testing the office and figure out then how to handle the situation. Rich Wallace, courthouse maintenance discussed putting in a customer window in the stationary door between the elevator addition and main building to allow another customer to be helped. Jerry Christensen has given a quote of \$850.00 to have the window made and installed with shelves. The Board agreed that this would be helpful and could move forward with the project if he could fit it in his budget.

ADJOURNMENT: Moved by Homan and seconded by Hoadley to adjourn at 10:19 a.m.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ John Twombly, Chairman

ATTEST: _____ Mandy Berg, Auditor