

January 2, 2024

Board members present for regular session at 9:00 a.m. were: Baier, Hoadley, Twombly, Walker and Wedemeyer.

Also present: Mandy Berg and Caleb Nelson. Ric Hansen – KJAN joined via conference call.

All motions were approved unanimously unless noted otherwise.

Auditor Berg opened the meeting.

2024 CHAIR AND VICE CHAIR: Moved by Hoadley and seconded by Wedemeyer to nominate Jerry Walker as the 2024 Chair. Approved. Moved by Twombly and seconded by Wedemeyer to nominate Nathan Baier as the 2024 Vice Chair. Approved. Chairman Walker took over the proceedings of the meeting.

ORGANIZATIONAL RESOLUTION: Moved by Baier and seconded by Twombly to approve **Resolution #2024-01** – Be It Resolved by the Adair County Board of Supervisors that their regular meeting days be set for each Wednesday of the month and the claims schedule will be set by the Auditor. No bills will be allowed unless they carry the approval of the officer empowered to order same. All claims must be itemized in full, with vendor invoice and signed by office head. Claims must be filed in the Auditor's office by 3:00 p.m. two business days preceding the Board meeting day they are to be approved. Roll call vote: Baier, aye; Hoadley, aye; Twombly, aye; Walker, aye; and Wedemeyer, aye. Approved. Nick Kauffman entered at 9:04 a.m.

CHAIRMAN AUTHORIZATION RESOLUTION: Moved by Twombly and seconded by Hoadley to approve **Resolution #2024-02** – Chairman of Board of Supervisors Authorized to Sign Contracts, Deeds, Etc. Be It Resolved by the Adair County Board of Supervisors, that Jerry Walker, Chairperson of the Adair County Board of Supervisors, for the year 2024, is hereby designated, authorized, and empowered on behalf of the Adair County Board of Supervisors, to sign contracts, deeds, and other necessary and lawful papers on behalf of Adair County, including documents for the USDA. Be It Further Resolved, that in the absence of the chair, the Vice-Chairman, Nathan Baier is hereby authorized to sign documents. Roll call vote: Baier, aye; Hoadley, aye; Twombly, aye; Walker, aye; and Wedemeyer, aye. Approved.

TRAVEL POLICY RESOLUTION: Moved by Twombly and seconded by Baier to approve **Resolution #2024-03** – Adair County Travel Policy. Reimbursement for travel will be according to the Adair County Personnel policy or applicable union contract with the following limitations: Daily single lodging rate reimbursement or payment shall not exceed the lowest negotiated ISAC or ISAC affiliate price per day plus tax and for Non-ISAC meetings shall not exceed the lowest government price offered. An original receipt or bill must be presented for payment. Meal reimbursements if applicable will not exceed the following amount with original itemized receipt required: \$40/day. The County will not reimburse for tip or alcohol. Exceptions shall be made for meals included as part of school of instruction registration fee. The 2023 mileage reimbursement rate will be set at the IRS Rate for county employees on county business. The Sheriff will use the IRS Standard Mileage rate for functions billed for service within the office of the sheriff. The Veterans Affairs will pay the VA Transport Drivers \$0.10 above the IRS Standard Mileage rate. Roll call vote: Baier, aye; Hoadley, aye; Twombly, aye; Walker, aye; and Wedemeyer, aye. Approved.

2024 COUNTY HOLIDAYS: Moved by Hoadley and seconded by Baier to approve the following 2024 County Holidays and Safety Days: President's Day – February 19, Memorial Day – May 27, Independence Day – July 4, Labor Day – September 2, Veteran's Day – November 11, Thanksgiving – November 28 and 29, Christmas – December 24 and 25, and New Year's Day – January 1. Approved.

MASTER MATRIX RESOLUTION: Moved by Twombly and seconded by Walker to approve **Resolution #2024-04** – Construction Evaluation Resolution. Whereas, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a "construction evaluation resolution" relating to the construction of a confinement feeding operation structure; and Whereas, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and Whereas, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR's decision regarding a specific application; and Whereas, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2024 and January 31, 2025 and submit an adopted recommendation regarding that application to the DNR; and Whereas, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board's recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix; Now, Therefore, Be It Resolved By The Board Of Supervisors Of Adair County that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3). Roll call vote: Baier, aye; Hoadley, aye; Twombly, aye; Walker, aye; and Wedemeyer, aye. Approved.

FY24 AUDIT SERVICES: Moved by Twombly and seconded by Wedemeyer for the Auditor to send a letter to the Auditor of State requesting that they perform the FY24 Audit. Approved.

DESIGNATED OFFICIAL NEWSPAPER: Two requests were received for the designation of the official newspapers of Adair County in accordance with Iowa Code Chapter 349. The requests were from The Adair County Free Press and The Adair News. Moved by Hoadley and seconded by Wedemeyer to approve the Adair County Free Press and The Adair News as the 2024 Official Newspapers for Adair County. Approved.

TAXABLE MEAL: Moved by Baier and seconded by Wedemeyer to approve for the taxable meal for John Twombly \$14.22. Approved.

SUPERVISORS 2024 BOARD LIST: Moved by Wedemeyer and seconded by Hoadley to approve the 2024 Board List:

Adair County Safety Committee	Jerry Walker
Adair County Tourism	Jerry Walker
Adair County Wellness	Jerry Walker
Alcohol and Drug Abuse (Zion)	Matt Wedemeyer
ATURA-Regional ISTE Board	John Twombly
ATURA-Regional ISTE Board, Alternate	Matt Wedemeyer
County REAP Committee	Jodie Hoadley
Crossroads Mental Health	Jodie Hoadley
DHS Advisory Board	Jodie Hoadley and John Twombly
De-Cat Governing Board for Creston Cluster	Matt Wedemeyer
DNR Contact Person	Chairman Jerry Walker
E911 Adair County Board	Nathan Baier
E911 (7-County Board)	Nathan Baier and Jeff Vandewater (Designee-Dennis Denton)
E911 (7-County Board), Alternate	John Twombly
Emergency Management, Local Comm	Nathan Baier & Jodie Hoadley, Alternate
Empowerment	Jodie Hoadley
Enterprise Zone Commission	Matt Wedemeyer
Fifth Judicial District-Corrections (Advisory Board)	Jodie Hoadley and Nathan Baier, Alternate
Hungry Canyons Alliance	John Twombly
Innovative Industries	Nathan Baier
Integrated Roadside Management	Jerry Walker
Jensen-Butler Foundation	Matt Wedemeyer and Nathan Baier
Landfill	Matt Wedemeyer
Landfill, Alternates	All other Board Members
Loess Hills Development & Conservation	John Twombly
MATURA	Jodie Hoadley
Midwest Partnership	Matt Wedemeyer
REAP	Nathan Baier
SICOG	Jerry Walker
Southern Hills Regional MH Board	John Twombly
Southern Hills Regional MH Board, Alternate	Jerry Walker
Southern Iowa Trolley	Nathan Baier

Approved.

ADA COORDINATOR APPOINTMENT: Moved by Wedemeyer and seconded by Baier to appoint Jerry Walker as the ADA Coordinator. Approved.

CONDEMNATION COMMISSION: Moved by Wedemeyer and seconded by Baier to appoint the following to the Condemnation Commission:

<u>Farmers Owner-Operated</u>	Todd Van Eaton	<u>Owners Of City Property</u>	Barb Riley
T J Ross	<u>Licensed Realtors</u>	Marlo Smith	Amy Sivadge
Rodger Rice	Lynne Don Carlos	Ronnie Martin	Peg Scott
Larry Stetzel	Dennis Kellenberg	<u>Persons Having Knowledge</u>	Marc Don Carlos
David Doud	Judy Wedemeyer	<u>Of Property Values</u>	
Roger Jensen	Ryan Frederick	Gail Steward	

Approved.

CONSERVATION BOARD: Moved by Twombly and seconded by Hoadley to re-appoint Kenneth Eddy to the Conservation Board for a 5-year term. Approved.

BOARD OF HEALTH: Moved by Twombly and seconded by Hoadley to re-appoint Catherine Olesen and Kaye Klemish to a 3-year term on the Board of Health. Approved.

MEDICAL EXAMINER: Moved by Baier and seconded by Hoadley to re-appoint Dr. Tim Pearson, DO as Medical Examiner with deputies Dr. Glen Hanson, MD; Molly Hennigar, ARNP; and Chris Roberts, BPA, NRP. Approved.

RC&D COMMITTEE: Moved by Wedemeyer and seconded by Twombly to not make an appointment for the RC&D Committee. Approved.

WEED COMMISSIONER: Moved by Hoadley and seconded by Baier to re-appoint Nathan Jensen as Weed Commissioner. Approved.

ENGINEER: Empowerment Of Engineer – Moved by Hoadley and seconded by Baier to approve **Resolution #2024-05 –** Empowerment of County Engineer. Be It Resolved by the Board of Supervisors of Adair County, Iowa, that, effective January 2, 2024, Nicholas N. Kauffman, P.E., the County

Engineer of Adair County, Iowa, be and is hereby designated, authorized and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and Federal or State aid construction projects in this county. Roll Call Vote: Walker, aye; Twombly, aye; Wedemeyer, aye; Baier, aye; and Hoadley, aye. Approved. **Designation Of County Engineer** – Moved by Twombly and seconded by Baier to approve **Resolution #2024-06** – Designation of County Engineer for Utility, Telecommunication Permits. Be It Resolved by the Adair County Board of Supervisors, that effective January 2, 2024, Nicholas N. Kauffman, P.E., Adair County Engineer, be and is hereby designated, authorized, and empowered on behalf of the Adair County Board to execute utility and telecommunication permits on the county Right-of-Way through calendar year 2024, However, if Engineer Kauffman is absent, Sawyer Hansen, the Assistant to the County Engineer, shall approve all utility and telecommunication permits. Roll Call Vote: Walker, aye; Twombly, aye; Wedemeyer, aye; Baier, aye; and Hoadley, aye. Approved. **Compensation For Fence** – Moved by Twombly and seconded by Baier to approve **Resolution #2024-07** – Compensation For Fence. Whereas, it is sometimes necessary to remove fences to construct projects at locations where additional county road Right-Of-Way has been acquired; And Whereas, the landowners incur added expense for the replacement of this fence on the property outside of the newly acquired Right-Of-Way; And Whereas, Adair County will compensate the landowners from whom additional Right-Of-Way has been obtained at the rate of \$55.00 per rod for fence of any type that is removed due to the purchase of said new Right-Of-Way. In addition, Adair County will compensate the landowners \$85.00 per post for each additional cornerpost/bracepost combination needed to construct the new fence because of the changes in the fence alignment due to the new construction as determined by the proposed plans. Roll Call Vote: Walker, aye; Twombly, aye; Baier, aye; Hoadley, aye; and Wedemeyer, aye. Approved. **Authorizing Personnel To Issue Permits Resolution** – Moved by Hoadley and seconded by Baier to approve **Resolution #2024-08** – Authorizing Personnel To Issue Permits. Whereas, The Board Of Supervisors Is Empowered Under Authority Of Sections 321.1 Of The Code Of Iowa To Issue Permits For The Movements Of Machines, Vehicles, Or Loads, Or Combinations Thereof Which Exceed The Maximum Dimensions And/Or Weights Specified In Section 321.452 To 321.466 But Within Limitations Of Chapter 321E Upon Secondary Roads Under It's Jurisdiction, And, Whereas, It Is Important That Such Permits Be Issued By Persons Familiar With The Statutes And Regulations Relating To Such Permits And Also With Limitations Of The County's Roadways, Road Surfaces, And Structures Along The Selected Or Designated Routes, Now, Therefore Be It Resolved By The Adair County Board Of Supervisors That The Adair County Engineer, Nicholas N. Kauffman, And The Following Named Employees Of The Secondary Road Department (Sawyer Hansen, Kevin Pickrell, And Janelle Meisenheimer) Be Authorized To Issue And Sign Special Permits For Movement Of Vehicles Of Excessive Size And Weight Upon Adair County Secondary Roads In Accordance Of Said Chapter 321E. Roll Call Vote: Walker, aye; Twombly, aye; Wedemeyer, aye; Baier, aye; and Hoadley, aye. Approved. **Bridge Rating Resolution** – Moved by Hoadley and seconded by Baier to approve **Resolution #2024-09** – Whereas, Adair County has structurally repaired several bridges causing the bridge load limit posting to change, Now, Therefore Be It Resolved by the Adair County Board of Supervisors on this 2nd day of January 2024 as provided in Sections 321.471, 321.472, Code of Iowa, to erect and/or maintain weight limit signs in advance of the following bridges located on the Federal Aid, Farm to Market, and Local Secondary Road Systems as follows:

Bridge ID	Weight Limit Posting	75 30 16 04	16	76 31 04 04	7
		75 30 20 00	25	76 31 14 08	24
		75 30 22 10	14	76 31 22 70	Closed
74 30 01 27	25	75 31 01 02	26	76 31 31 30	19
74 30 29 03	Closed	75 31 06 05	24	76 32 28 30	Legal
74 31 30 50	Closed	75 31 11 20	14	76 32 36 90	19
74 31 33 40	Legal	75 31 22 04	18	76 33 07 50	3
74 32 05 80	Legal	75 32 01 10	26	76 33 28 60	13
74 32 27 70	20	75 32 04 08	20	77 30 11 90	15
74 32 36 60	19	75 32 06 27	11	77 30 26 90	17
74 33 01 32	18	75 32 31 10	25	77 30 27 20	19
74 33 09 30	21	75 32 33 40	19	77 30 36 01	15
74 33 12 07	16	75 32 34 20	Legal	77 30 36 08	17
74 33 16 50	11	75 32 35 04	20	77 31 13 02	Legal
74 33 24 07	25	75 33 09 85	21	77 31 14 06	Legal
74 33 26 80	21	75 33 14 10	25	77 31 14 50	19
74 33 31 10	25	75 33 25 24	10	77 31 17 30	10
74 33 32 39	Legal	76 30 07 06	17	77 31 27 55	8
74 33 36 08	12	76 30 18 01	17	77 31 33 25	33
75 30 06 20	10	76 30 26 13	21	77 32 01 10	23
75 30 13 82	15	76 31 01 03	26	77 32 02 60	25

Roll Call Vote: Walker, aye; Twombly, aye; Wedemeyer, aye; Baier, aye; and Hoadley, aye. Approved. **Front Page** – Moved by Baier and seconded by Twombly to sign the Front Page Plans for P33 HMA Resurfacing Project LFM-HMAP33—7X-01. Approved. **Right of Way Contracts** – Engineer Kauffman explained that a previous right-of-way contract that was approved had an incorrect legal description. Moved by Twombly and seconded by Wedemeyer to approve the corrected N19 Lincoln right-of-way contract with Kevin Wormley for \$3,151.91. Approved. Moved by Baier and seconded by Hoadley to approve the N26 Lincoln right-of-way contract with Ronald & Cheryl Belden for \$3,443.04. Approved. **Design & Construction Policy** – Moved by Baier and seconded by Hoadley to approved **Resolution #2024-10** – Adair County Secondary Roads Design And Construction Policy. Be It Resolved, that the Adair County Board of Supervisors adopts the following policy concerning the design and construction of new and/or reconstructed bridges and culverts for the Secondary Road System: Bridge roadway widths are to comply with the requirements set out in the current AASHTO Design Guides and/or current design guides established by the Iowa Department of Transportation. The minimum width of low water crossings on dirt (unsurfaced) roads will be 18 feet. Culverts, with the exception of low-water crossings, are to be sized to

accommodate, as a minimum, the runoff from the flood frequency shown below: On Level C or B Service roads, 10-year reoccurrence frequency; On Level A Service, granular surfaced roads, 25-year reoccurrence frequency; On paved roads, 50-year reoccurrence frequency, checked for 100 year reoccurrence frequency. Design flows are to be selected from the "Iowa Runoff Chart" for drainage areas less than 2 square miles, and from the appropriate formulae shown in the USGS Scientific Investigation Report 2013-5086, for drainage areas in excess of 2 square miles. Roll Call Vote: Walker, aye; Twombly, aye; Wedemeyer, aye; Baier, aye; and Hoadley, aye. Approved. **Activities and Maintenance Report** – Engineer Kauffman gave an update to the Board on the following projects: snow maybe Tuesday next week with a possibility of 6-7 inches and stockpiling rock.

ADJOURNMENT: Moved by Twombly and seconded by Hoadley to adjourn at 9:34 a.m. Approved.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ Jerry Walker, Chairman

ATTEST: _____ Mandy Berg, Auditor