

January 2, 2018

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

Also present: Mindy Schaefer

All motions were approved unanimously unless noted otherwise.

Auditor Schaefer opened the meeting.

2018 CHAIR AND VICE CHAIR: Moved by Twombly and seconded by Wedemeyer to nominate Jodie Hoadley as the 2018 Chair. Approved. Chairman Hoadley took over the proceedings of the meeting. Moved by Twombly and seconded by Shelley to nominate Wedemeyer as the 2018 Vice Chair. Approved.

ORGANZATIONAL RESOLUTION: Moved by Shelley and seconded by Twombly to approve **Resolution #2018-01** – 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: Homan, aye; Hoadley, aye; Shelley, aye; Twombly, aye; and Wedemeyer, aye. Approved.

MINUTES: Moved by Shelley and seconded by Homan to approve the minutes for December 28, 2017. Approved.

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

Adair Co Emergency Mgmt	1/4 Tax Draw	10,537.73	Northland Products Co	Oil	4,697.00
Adair Co Fair Board	1/2 FY18 Tax Draw	12,500.00	Oden Enterprises Inc	Material-Lost Bridge	57,340.38
Adair Co Home Care	1/4 FY18 Tax Draw	21,250.00	Office Machines Co	Office Supplies	530.35
Capital Sanitary Supply	Custodial Supplies	115.22	Orient City	Maint Of City	415.00
Central IA Distributing	Custodial Supplies	284.50	Postage-By-Phone	Postage	2,000.00
Ed M Feld Equipment Co	Safety Supplies	228.00	Quill	Copy Paper	179.94
Edsall, Carolyn	VA Mileage	117.70	Richard & Debbie Hall	ROW Land/Fence Moving	665.37
Ehrsam, Monte	Conservation Rent	174.93	Shelley, Steven	Mileage	134.85
Farmers Electric Coop	ATURA Utilities	187.05	Southern IA Rural Water	Utilities	66.00
Fast Spring	Engineering Equip	192.60	Steen Funeral Homes	Burial Assistance	1,000.00
Fontanelle Library	1/4 Fy18 Tax Draw	1,906.50	Titan Machinery	Track Loader Rental	3,250.00
GATR Truck Center	Parts	155.83	Tyler Technologies	Eagle, Incode	5,375.00
Grantham Sanitation	Trash Collection	98.00	Verizon Wireless Bellevue	Phone Service	397.61
Greenfield Municipal	ATURA Utilities	241.46	Wellmark Blue Cross	Feb Ins Premiums	115.25
Greenfield True Value	Supplies	4.79	Wellmark Blue	Feb Insurance Premiums	3,110.00
Hawkeye Truck Equipment	Parts	100.00	Cross/Blueshield		
Homan, David	Mileage	105.27	Windstream	Phone Service	1,277.79
Horizon Equipment	Parts	430.33	Wittrock, Lyle	Comp Bd Mileage	34.80
Hungry Canyons Alliance	FY19 Dues	3,750.00		Grand Total	142,702.43
IA Ag & Land Stewardship	Apiary Inspections	200.00	Fund	Expended	
Infomax, Office Systems	Copier Fees	290.00	0001 General Fund		59,244.16
ISAC	Registration-Twombly	120.00	0002 General Supplemental		268.22
ISAC Unemployment	Unemployment	413.24	0011 Rural Services		2,351.64
Marco, Inc. NW 7128	Copier Maint Contract	174.67	0020 Secondary Road		14,897.78
Midwest Office Technology	Engineering Supplies	80.95	0021 Local Option Sales Tax		57,340.38
Midwest Partnership	1/4 Fy18 Tax Draw	7,500.00	1599 Misc Capital Projects		5,375.00
Midwest-Wheel Companies	Parts	787.32	8500 Adair County Insurance Trust		3,225.25
National Management	ATURA Rent	167.00	Grand Total		142,702.43

Approved.

ABATEMENT RESOLUTION: Brenda Wallace, County Treasurer entered at 9:10 a.m. Moved by Twombly and seconded by Shelley to approve **Resolution #2018-02** – Abatement Of Taxes. Whereas, As Per Iowa Code 445.63, the Adair County Board of Supervisors, does hereby abate the taxes for the following parcels:

City of Adair

District	Parcel	Year	Taxes	Interest	Cost	Total
01032	0104283003	2016 CT	\$504.00	\$11.00	\$0.00	\$515.00
01032	0104283004	2016 CT	\$162.00	\$4.00	\$0.00	\$166.00
01032	0104283002	2016 CT	\$570.00	\$13.00	\$0.00	\$583.00
					Total	\$1264.00

Roll Call: Homan, aye; Hoadley, aye; Shelley, aye; Twombly, aye; and Wedemeyer, aye. Approved. Wallace exited at 9:13 a.m.

CHAIRMAN AUTHORIZATION RESOLUTION: Moved by Shelley and seconded by Wedemeyer to approve **Resolution #2018-03** – Chairman of Board of Supervisors Authorized to Sign Contracts, Deeds, Etc. Be It Resolved by the Adair County Board of Supervisors, that Jodie Hoadley, Chairperson of the Adair County Board of Supervisors, for the year 2018, 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 Matt Wedemeyer is hereby authorized to sign documents. Roll Call: Homan, aye; Hoadley, aye; Shelley, aye; Twombly, aye; and Wedemeyer, aye. Approved.

TRAVEL POLICY RESOLUTION: Moved by Twombly and seconded by Wedemeyer to approve **Resolution #2018-04** – 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: \$40.00/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 2018 mileage reimbursement rate will be set at \$0.10 less than 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 the IRS Standard Mileage rate. Roll Call: Homan, aye; Hoadley, aye; Shelley, aye; Twombly, aye; and Wedemeyer, aye. Approved.

2018 COUNTY HOLIDAYS: Moved by Shelley and seconded by Homan to approve the following 2018 County Holidays: President's Day – February 19, Memorial Day – May 28, Independence Day – July 4, Labor Day – September 3, Veteran's Day – November 12, Thanksgiving – November 22 and 23, Christmas – December 24 and 25, and New Year's Day – January 1, 2019. Approved.

EMPOWERMENT OF ENGINEER: Nick Kauffman, County Engineer entered at 9:19 a.m. Moved by Twombly and seconded by Shelley to approve **Resolution #2018-05** – Empowerment of County Engineer. Be It Resolved by the Board of Supervisors of Adair County, Iowa, that, effective January 1, 2018, 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: Homan, aye; Shelley, aye; Wedemeyer, aye; Twombly, aye; and Hoadley, aye. Approved.

AUTHORIZING PERSONNEL TO ISSUE PERMITS RESOLUTION: Moved by Homan and seconded by Twombly to approve **Resolution #2018-06** – 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 its 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, Tyson Sickles, and Janelle Meisenheimer) be authorized to issue and sign special permits for movement of vehicles of excessive size and width upon Adair County secondary roads in accordance of said Chapter 321E. Roll Call: Hoadley, aye; Homan, aye; Shelley, aye; Wedemeyer, aye; and Twombly, aye. Approved.

DESIGNATION OF COUNTY ENGINEER: Moved by Shelley and seconded by Wedemeyer to approve **Resolution #2018-07** – Designation of County Engineer for Utility, Telecommunication Permits. Be It Resolved by the Adair County Board of Supervisors, that effective January 1, 2018, 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 telecommunications permits on the county right of way through calendar year 2018. However, if Engineer Kauffman is absent, the Adair County Board of Supervisors shall approve all utility and telecommunications permits. Roll Call: Hoadley, aye; Homan, aye; Shelley, aye; Wedemeyer, aye; and Twombly, aye. Approved.

ENGINEER: TIF Project Title Sheet – Moved by Homan and seconded by Twombly to sign the title page for N-72 Resurfacing Project, LFM-CIPHMAN72- -7X-01 that is TIF Funded. Approved. **Project Contract** – Kauffman informed the Board that he does not have the Contract yet and will put it on next week. **Activities and Maintenance Report** – Engineer Kauffman gave an update to the Board on the following projects: Crews were out on Saturday and Sunday. Kauffman exited at 9:34 a.m.

PUBLIC HEARING – FY18 BUDGET AMENDMENT: Moved by Wedemeyer and seconded by Twombly to open the public hearing for the FY18 budget amendment at 9:33 a.m. Approved. No comments were received by the Auditor's Office, Supervisors, or public. Move by Twombly and seconded by Wedemeyer to close the public hearing at 9:37 a.m. Approved.

APPROVE FY18 BUDGET AMENDMENT RESOLUTION: Moved by Shelley and seconded by Homan to approve **Resolution #2018-08** – Approval of FY18 Budget Amendment. Be It Resolved by the Adair County Board of Supervisors, that the amended budget for fiscal year 2018 be approved as published in the official newspapers of the county on December 20, 2017. Roll Call: Hoadley, aye; Homan, aye; Shelley, aye; Twombly, aye; and Wedemeyer, aye. Approved.

FY18 BUDGET AMENDMENT: Moved by Homan and seconded by Shelley for the Chair to sign the FY18 budget amendment. Approved.

APPROPRIATION RESOLUTION: Moved by Twombly and seconded by Homan to approve **Resolution #2018-09** – Appropriations. FY2018 Appropriations Increases as per Budget Amendment 1/2/2018. Be It Resolved by the Adair County Board of Supervisors this 2nd day of January, 2018 that the following increases in the following departments:

01 Supervisors	\$667,126	+	\$34,871	=	\$701,997
20 Engineer	\$14,218,743	+	\$1,066,112	=	\$15,284,855
21 Veterans Affairs	\$48,741	+	\$275	=	\$49,016

Roll Call: Homan, aye; Hoadley, aye; Shelley, aye; Twombly, aye; and Wedemeyer, aye. Approved.

MASTER MATRIX RESOLUTION: Moved by Shelley and seconded by Wedemeyer to approve **Resolution #2018-10** – 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, 2018 and January 31, 2019 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: Homan, aye; Hoadley, aye; Shelley, aye; Twombly, aye; and Wedemeyer, nay. Approved.

FY18 AUDIT SERVICES: Moved by Shelley and seconded by Twombly for the Auditor to send a letter to the Auditor of State requesting that they perform the FY18 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 Shelley and seconded by Wedemeyer to approve the Adair County Free Press and The Adair News as the 2018 Official Newspapers for Adair County. Approved.

BURIAL ASSISTANCE APPLICATION: Moved by Twombly and seconded by Homan to approve the application for burial assistance. Approved.

SUPERVISORS 2018 BOARD LIST: Moved by Shelley and seconded by Wedemeyer to approve the 2018 Board List:

Adair County Safety Committee-----	David Homan
Adair County Tourism-----	David Homan
Adair County Wellness-----	Jodie Hoadley
Alcohol and Drug Abuse (Zion)-----	Matt Wedemeyer
ATURA-Regional ISTE Board-----	John Twombly
ATURA Regional ISTE Board, Alternate-----	Steve Shelley
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 Jodie Hoadley
E911 Adair County Board-----	Steve Shelley
E911 (7-County Board)-----	Steve Shelley and Jeff Vandewater (Designee-Dennis Denton)
E911 (7-County Board), Alternate -----	John Twombly
Emergency Management, Local Comm-----	Jodie Hoadley and Steve Shelley, Alternate
Empowerment-----	Jodie Hoadley
Enterprise Zone Commission-----	Matt Wedemeyer
Fifth Judicial District-Corrections-----	Steve Shelley and Jodie Hoadley, Alternate
Hungry Canyons Alliance-----	David Homan
Integrated Roadside Management-----	David Homan
Jensen-Butler Foundation-----	Matt Wedemeyer and Steve Shelley
JTPA-Leo/Workforce Investment Act-----	David Homan
Landfill-----	Matt Wedemeyer
Landfill, Alternates-----	all other Board Members
Loess Hills Development & Conservation -----	David Homan
MATURA-----	David Homan
Midwest Partnership-----	Matt Wedemeyer
R C and D Committee-----	Matt Wedemeyer
REAP-----	Steve Shelley
SICOG -----	John Twombly

Southern Hills Regional MH Board----- John Twombly
Southern Hills Regional MH Board Alternate--- Steve Shelley
Southern Iowa Trolley ----- Steve Shelley
Three Mile Structure Board----- John Twombly
Approved.

ADA COORDINATOR APPOINTMENT: Moved by Twombly and seconded by Homan to appoint Jodie Hoadley as the ADA Coordinator. Approved.

CONDEMNATION COMMISSION: Moved by Shelley and seconded by Twombly to appoint the following to the Condemnation Commission:

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

Approved.

CONSERVATION BOARD: Moved by Shelley and seconded by Homan to re-appoint John Gruss to a 5 year term on the Conservation Board. Approved.

BOARD OF HEALTH: Moved by Shelley and seconded by Wedemeyer to re-appoint Kaye Klemish to a 3 year term on the Board of Health. Approved. The Board will continue to look for another appointment.

MEDICAL EXAMINER: Moved by Twombly and seconded by Shelley to re-appoint Dr. Tim Pearson as Medical Examiner with deputy Dr. Glen Hanson. Approved.

RC&D BOARD: Moved by Shelley and seconded by Twombly to re-appoint Daryl Nelson as the Joint Appointment to the RC&D Board for a 3 year term. Approved.

FY19 SALARY INCREASES: Janelle Schneider, County Recorder and Brenda Wallace, County Treasurer entered at 10:17 a.m. The Board discussed the Compensation Board Recommendation that was presented on December 20, 2017. Moved by Shelley and seconded by Wedemeyer to approve a 2% increase for all elected officials. Hoadley, aye; Wedemeyer, aye; Shelley, aye; Twombly, aye; and Homan, nay. Approved. Moved by Wedemeyer and seconded by Shelley to approve 2% for all hourly people. Approved.

ADJOURNMENT: Moved by Wedemeyer and seconded by Homan to adjourn at 10:25 a.m. Approved.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ Jodie Hoadley, Chairman

ATTEST: _____ Mindy Schaefer, Auditor