

**September 12, 2018**

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

Also present: Mindy Schaefer

All motions were approved unanimously unless noted otherwise.

Public present: Bart Knox, Tanya Lamb, Jerry Oxley, Wayne Oxley, and Mike Lamb

**MINUTES:** Moved by Shelley and seconded by Wedemeyer to approve the September 5, 2018 minutes. Approved.

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

Vendor Name	Payable Description	Total Payments			
Access Systems	Engineering Equip	4,058.33	IACCVSO	VA Fall School	240.00
Access Systems Leasing	Server Lease	578.92	Imagetek Inc	Cloud Backup/Rec Serv	40.00
Adair Auto Parts	Parts	19.98	ISAC Group Dental	Dental Insurance Prem	121.48
Adair Co Auditor	Office Supplies	125.00	J C McCall	Township Meeting	20.00
Adair Co Emergency Mgmt	1/4 FY19 Tax Draw	11,561.50	Jacobsen's Inc	TIF Grading Project	67.50
Adair Co Engineer	Gas County Cars	1,479.84	Janelle M. Morgan	VA Mileage	94.28
Adair Co Health System	Jail Meals, Supplies	6,819.29	Janelle Schneider	Meeting Mileage	52.43
Adair Library	1/2 FY19 Tax Draw	3,991.00	Jim May	Township Meeting	20.00
Adair News, The	Financial Rpt/Bd Minutes	786.07	Josh Nelson	Meeting Mileage	52.51
Adams Co Sheriff	Prisoner Care & Keep	1,440.00	Kingery Sign Company	Misc Shop	250.00
Agri Drain Corp	Box Culvert Supplies	113.16	Kurt Venteicher	Township Meeting	20.00
AgriLand FS Inc	Ethanol, Diesel, Utilities	30,476.36	Larry Meisenheimer	Township Meeting	20.00
Ahlers & Cooney Pc	Labor Relations	1,250.00	Larry Reis	Township Meeting	20.00
Allender Butzke Engineers Inc	Courthouse Elevator	1,787.89	Lee Stewart	Safety - Footwear	150.00
Alliant Energy - IES	lighting/ Utilities	403.80	Leroy & Sons, Inc.	TIF Grading Project	90,905.79
B M Sales	Custodial Supplies	82.00	Lube Tech & Partners, LLC	Def Fluid	248.00
Big Boyz Toyz	Parts/ Labor	2,456.34	Mail Services LLC	Print, Postage	308.83
Blue Tarp Financial, Inc.	Shop Tools	269.00	Marco, Inc. NW 7128	Copy Machinie Maint	218.02
Brenda L Wallace	Mileage	52.51	McMorran Lawn & Garden	Lawn Mowing	105.00
Bridgewater Tires & More	Parts, Tires	2,283.00	Mediacom	Phone Service	627.48
C Evan Varley	Township Meeting	20.00	Mobility & Access Solutions	Ramp Fees	540.00
Carl Ford	Township Meeting	20.00	Monte Ehrsam	Conservation Rent	174.93
Carolyn Edsall	VA Mileage	84.48	Nodaway Ag Center LLC	Seed	52.50
Cary Gilman	Township Meeting	20.00	Office Depot	Office Supplies	28.84
Central IA Distributing	Shop Expense	139.60	Orient City	T. J. Payment	626.51
Charm-Tex	Prisoner Supplies	197.47	Orient Municipal Light	Utilities	16.25
Cintas	Medical Supplies	114.40	Orient Municipal Water	Utilities	208.70
Conrad Smith	Township Meeting	20.00	Postage-By-Phone	Postage	3,000.00
Creston Publishing Company	Financial Rpt/Bd Minutes	892.37	Praxair Distributing Inc	Welding Supplies	98.93
Crisis Intervention & Advocacy	Child Abuse Prevention	580.74	Productivity Plus Account	Filters/ Parts	532.60
Dennis Kellenberg	VA Sept Rent	400.00	Public Resource Tech Center	1/2 FY19 Tax Draw	2,972.50
Diamond Oil Co	Diesel	1,207.60	Quality Glass Co	Parts	240.00
Dollar General Charge Sales	Custodial Supplies	168.35	Quill	Supplies	84.99
Donald C Johnston	Township Meeting	20.00	Richard Antisdell	Township Meeting	20.00
Echco Concrete LLC	Box Culvert	1,680.00	Rick Stender	Township Meeting	20.00
Fast Spring	Engineering Equip	235.00	Schroeder Family Dental Plc	Prisoner Dental	725.00
Fastenal Company	Safety	50.27	Secretary Of State	Notary-Tipling	30.00
FNB Bank	ACH Origination	56.30	Shopko Pharmacy	Prisoner Prescriptions	32.88
Fontanelle City	Utilities	36.86	Southern IA Rural Water	Utilities	104.00
GATR Truck Center	Parts/ Radios	709.72	SWCC	Child Abuse Prevention	627.63
Grand Contracting LLC	Courthouse Elevator	25,295.65	Stuart Herald, The	Employment Ad	46.50
Grantham Sanitation	Trash Collection	18.00	Sub-Moa Firearms	Rifle/Shotgun/Gas Blocks	2,799.07
Greenfield City	Meeting Rent	10.00	Sunset Law Enforcement	Targets	156.17
Greenfield City Library	1/2 FY19 Tax Draw	5,591.00	Timothy C Pearson Do	Medical Examiner Fees	150.00
Greenfield Lumber Co	Equip Supplies, Radios	104.98	Tires & Service Inc	Tire Repair	58.00
Greenfield Municipal Utilities	Utilities	4,012.57	Truck Center Companies	Parts/Labor	2,682.50
Greenfield True Value	Custodial Supplies	16.95	Tyler Technologies	Financial	6,490.07
Gus Construction	TIF Culvt Replacemnt	12,424.23	Unity Point Clinic	Admin - Other	42.00
Harkins Service, LLC	Tire Rotation	77.95	Visa	Lodging	1,410.99
Henningsen Const Inc	HMA	7,058.21	Wallace Auto Supply Co	Parts/Tools/ Supplies	1,076.46
IA Division Of Labor Services	Water Heater Inspection	95.00	Watchguard Video	Body Camera	1,120.00
IA Law Enforcement Academy	Jail School	400.00	Wellmark Blue Cross	Health Insurance Prem	3,454.00
IA Precinct Atlas Consortium	FY19 Dues	2,000.00	Wex Bank	Gas Co Cars	498.29
				<b>Grand Total:</b>	<b>257,493.32</b>

Fund	Expense Amount
0001 - General Fund	32,588.05
0002 - General Supplemental	13,747.95
0011 - Rural Services	13,127.55
0020 - Secondary Road	49,866.69
0031 - Sheriff's Reserves Special Rev	18.26
1520 - NW Wind Farm Ur Capital Project Fund	110,455.73
1599 - Misc Capital Projects	34,113.61
8500 - Adair County Insurance Trust	3,575.48
<b>Grand Total:</b>	<b>257,493.32</b>

Approved.

**VETERANS AFFAIRS – OFFICE UPDATE:** Rick Schaecher, VA Director and Lee Ashmore, Commissioner entered at 9:00 a.m. Schaecher informed the Board that on September 10, 2018 the VA Commissioners voted to move the VA Office to 270 Public Square due to water damage and mold in the current office. The new rent will be \$450.00 which includes utilities. A wall down the center will need to be built for privacy. The office will be moved by Two Men and a Truck. Schaecher will temporarily work from home. Notice to move was sent to Denny Kellenberg. The previous rent was \$400/month. Moved by Shelley and seconded by Hoadley for the Chair to sign the one-year lease agreement for \$450.00/month including utilities effective October 1, 2018. Approved.

**VETERANS AFFAIRS CELL PHONE POLICY:** Twombly asked for a phone log and asked if Schaecher is following FLSA for after hours calls. Schaecher discussed the cell phone and what he believes happened in the past. The group discussed why it was negotiated in the first place from \$25 to \$5. It was stated that the need for a cell phone was discussed back in 2013 and it was determined the need was for emergencies only and Schaecher was the one that offered \$5.00/month. The group discussed that there is a signed policy that took the allowance from \$25.00/month to \$5.00/month. Ashmore stated that the grant will pay for the back pay it should be done. He feels it should never have been negotiated in the first place. The group had more discussion on the paying of wages for after-hours calls. Hoadley suggested contacting the VA to get a clear understanding of what should be paid wages. Schaefer stated that it would be better to contact the Department of Labor and she would give the contact information to Director Schaecher. The response from the State Auditor stated to contact county attorney and it is a board's decision. The group discussed contacting the county attorney. Schaefer reminded Schaecher that using his personal cell phone makes the records subject to the open records laws. Moved by Shelley and seconded by Wedemeyer to have the county attorney advise the Board on how to proceed with the back pay of \$1260.00 that is being requested by the VA Director. Approved. Schaecher and Ashmore exited at 9:33 a.m.

**ENGINEER:** Nick Kauffman, County Engineer entered at 9:33 a.m. **Final Voucher** – Moved by Shelley and seconded by Homan to sign the Final Voucher for Crack Sealing Project FM-C001(99)- -55-01 with Fort Dodge Asphalt, Inc. Approved. **Right-of-Way Contract** – Moved by Wedemeyer and seconded by Hoadley to sign R.O.W. Contract with Bernard Volz & Betty Lou Volz, Trustees for \$2,435.10 for W-35 Jefferson Replacement Bridge. Approved. **Bridge Weight Limit Resolution** – Moved by Wedemeyer and seconded by Twombly to approve **Resolution #2018-38 – Bridge Load Limit Posting**. 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 the 12<sup>th</sup> day of September 2018 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 Roads Systems as follows:

Bridge ID	Weight Limit Posting	Bridge ID	Weight Limit Posting	Bridge ID	Weight Limit Posting
74 30 01 27	25	75 32 04 08	20	77 30 36 08	17
74 30 11 02	3	75 32 06 27	11	77 31 11 40	10
74 30 29 03	Closed	75 32 31 10	25	77 31 13 02	20
74 31 11 10	3	75 32 33 40	19	77 31 14 06	12
74 31 30 50	Closed	75 32 34 20	10	77 31 14 50	19
74 31 33 40	20	75 32 35 04	20	77 31 17 30	10
74 32 05 80	10	75 33 03 02	Legal	77 31 27 55	8
74 32 27 70	20	75 33 14 10	25	77 31 33 05	Closed
74 32 34 60	7	75 33 25 24	10	77 31 33 25	33
74 32 36 60	19	76 30 07 06	17	77 31 35 02	Closed
74 33 01 32	18	76 30 18 01	17	77 32 01 10	23
74 33 09 30	21	76 30 26 13	21	77 32 02 60	25
74 33 12 07	16	76 31 01 03	26	77 32 21 52	20
74 33 16 50	11	76 31 04 04	7	77 32 30 08	17
74 33 24 07	25	76 31 14 08	24	77 32 32 20	18
74 33 26 80	21	76 31 18 55	17	77 33 18 53	Closed
74 33 31 10	25	76 31 22 70	Closed	77 33 35 50	3
74 33 32 39	Closed	76 31 31 30	19		
74 33 35 01	24	76 32 16 90	3		

74 33 36 08	12	76 32 28 30	12
75 30 06 20	26	76 32 36 90	19
75 30 08 05	14	76 33 07 50	15
75 30 13 82	15	76 33 23 04	Closed
75 30 16 04	16	76 33 28 60	13
75 30 20 00	25	77 30 11 90	15
75 30 22 10	14	77 30 13 80	6
75 31 01 02	26	77 30 18 06	3
75 31 06 05	24	77 30 26 90	20
75 31 11 20	14	77 30 27 20	19
75 31 22 04	18	77 30 30 80	Closed
75 32 01 04	3	77 30 36 01	15

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

**DOT Annual Report** – Moved by Hoadley and seconded by Wedemeyer to acknowledge receipt of the DOT Annual Report. Approved. **Activities and Maintenance Report** – Engineer Kauffman gave updates on the following projects: Marion Ave closed bridge and a petition to change to Level C, 130<sup>th</sup> Street is open, and a public auction on excess materials.

**ADJOURNMENT:** Moved by Twombly and seconded by Wedemeyer to adjourn at 9:55 a.m. Approved.

**ADAIR COUNTY BOARD OF SUPERVISORS:** \_\_\_\_\_ Jodie Hoadley, Chairman

**ATTEST:** \_\_\_\_\_ Mindy Schaefer, Auditor