

**SUPERVISOR'S MINUTE BOOK "2019"**

Audubon County, Iowa

**Wednesday, January 2, 2019**

**Attending:** Todd Nelsen, Gary VanAernam, Rick Thompson, Joni Hansen, Becky Marten, Doug Weston, Laura Bacon, Deb Campbell, Miranda Bills, Jerry Kelly, Sarah Jennings, Peggy Smalley, Ashley Madsen, Mitch Rydl, Rick Bohlmann and Teresa Murray

Joni Hansen, Clerk to Board called meeting to order

**Motion to appoint Todd Nelsen as Chairman and Rick Thompson as Vice-Chairman**

Approved agenda with addition of Ashley Madsen. Approve minutes of December 26, 2018 meeting

Custodial update and discussed original lights in courtroom

**Chairman Nelsen swore in Supervisor Gary VanAernam, Recorder Miranda Bills, Treasurer Deb Campbell**  
No BOS update

**Accept/file MMPs: J Schultes #60937; D Christensen #60619**

Approve deletion of Assessor Asset #749, typewriter

**Chairman Nelsen swore in Sarah Jennings as County Attorney**

Ashley Madsen inquired about lactation room. Board, Madsen, PHN office staff viewed various possible rooms

**Motion to appoint Peggy Smalley to 5 year term on Conservation Board**

SR update: reviewed work orders, crews cutting brush, digging ditches

Approved Tuesdays at 8:30 am as regular meeting days

Approved CH holidays for 2019 and approved Audubon County Advocate as legal newspaper

Approved distribution of Supervisors to Boards/Committees

**Approved 2019 mileage reimbursement rate of 51¢ per mile**

**Approved Supervisors as Safety Directors for 2019**

**Reappoint Dennis Olesen and Rick Thompson to Board of Health for 3 yr terms**

**Accept/approve Bohlmann and Son's Sanitation garbage bid of \$161/month**

Board discussed health insurance premiums. Suggested Dept heads use \$2244/family \$996/single for budget forms

Teresa Murray discussed HIPAA policies. Board will review and approve next week

Recessed at 12:37 p.m. and reconvened at 1:15 and held budget work session

**Monday, January 7, 2019**

**Attending:** Todd Nelsen, Rick Thompson, Gary VanAernam, Joni Hansen, Miranda Bills

Approved agenda and will put Deputy appointments and IP Pathways on January 8 agenda

Discussed with Recorder questions IP Pathways had concerning placement. Further discussion to be held

Board worked on budgets

**Tuesday, January 8, 2019**

**Attending:** Todd Nelsen, Rick Thompson, Gary VanAernam, Joni Hansen, Becky Marten, Doug Weston, Todd Johnson, Kent Grabill, Miranda Bills, Chris Hemmingsen, Tiffany Henkle, Deb Umland, Teresa Murray, Deb Campbell, Gary Riesgaard, Mike Jensen, Renee Von Bokern via telephone, Gail Richardson, Jessie Wheeler and Laura Bacon

Approved agenda with additions of Deputy appointments, IP Pathways request, meeting date change, Recorder's month-end report, MMP updates for Kjergaards

Custodian stated boiler inspector coming in morning

Approved minutes of January 2, 2019 meeting

Dept Head meeting: Murray reviewed wellness program, IT update and budgeting for IT services, if employees will be paying any portion of health insurance

**Approved Amanda Kommes and Courtney Nelson as Deputy Treasurer's and Carolyn Bruun as Deputy Recorder**

Sheriff discussed civil service reimbursement. Approved reimbursement rate for civil service fees at 58¢/mile  
Approved claims

**Accept/file Clerk of Courts, Auditors, Recorder's month-end reports and Sheriff's quarterly report**

**Accept/file MMP annual update D Burr #60480; MMP K Kjergaard-Jensen Pork Farm #62686; MMP Holly Kjergaard-Lauritsen Site #62651**

**Approve Resolution 2019-1 (construction evaluation resolution)**

**Tuesday, January 8, 2019 cont'd**

Richardson and J Wheeler reviewed library budgets/programs for Audubon and Exira libraries  
TC to Kurt Johnson and he will call township meeting and have new clerk appointed  
Teresa Murray discussed HIPAA policies with Board  
**Motion to approve HIPAA policies as recommended by Murray and Consultant Gary Jones**  
Change January 15 meeting to Monday, January 14, 2019  
IP Pathways stated they have someone to put in place for IT position  
TC to Renee Von Bokern on clarification of retirement definition regarding sick leave conversion and she will prepare clarification  
Board scheduled budget reviews  
No SR update

**Monday, January 14, 2019**

**Attending: Rick Thompson, Gary VanAernam, Todd Nelsen, Absent. Others: Becky Marten, Doug Weston, Deb Campbell, Heather Toft, Ashley Madsen, Kathy Inman, Teresa Murray, Bob Nelson, Mike Jensen and Mitch Rydl**

Approved agenda with additions of Treasurer's semi-annual report, updating 2015 code books, accept/file Dwight Jessen's resignation letter, status of handbooks for Dept heads and acknowledgements  
Custodian Weston stated problem with boiler and possibly will need new pump  
Approved minutes of January 7, 2019 and January 8, 2019 meetings  
**Accept/file/Treasurer's July-December semi-annual report**  
Treasurer discussed deletion of filing cabinets, BOS approved library receiving one  
MEI Heather Toft discussed her duties and sees no need for tier system  
**Approved Medical Examiner be paid \$750/yr and MEI fee set at \$200/call**  
TC to Douglas Twp newly appointed Clerk Tim Morgan, left message. Sharon Twp Clerk Kurt Johnson is willing to continue his clerk duties and will be appointed at next township meeting  
Ashley Madsen expressed concerns on lactation room. No progress being made. BOS visited PHN Dept and expressed concerns with room being cleaned out. PHN requested permission to build wall in Nelson's larger office  
**Approved agreement for garbage disposal and recycling with Bohlmann & Sons Sanitation**  
EMA Director Jensen presented EMA and E-911 budgets for review. No action taken  
**Motion to make following Board appointments: Linda Kerkhoff (5 yr term Board of Adjustment); Susan Osvald (5 yr term Planning and Zoning Comm); David Hansen (city property owner on Compensation Commission); Dr Stephanie Vampola (2 yr term Medical Examiner); Planning and Zoning Commission: Gary Rasmussen, Mike Blum and Blane Kerkhoff terms expiring December 31, 2022**  
**Accept/file MMP annual updates: Carter-Pheasant Ave Farms LTD #58382; K Grabill #58071; K Snyder-Triple K Snyder Inc #62061; K Snyder, Triple K Snyder Inc-South #60957; J Meiners-Harold #67024; L Handlos-Handlos 4A King farm #61964; A Jensen #61526; E Wiederstein Farm #58869**  
**Accept/file MMP update Terry Sunberg #60469**  
SR report: Presented bill and pics of TV's dumped on Eagle Ave, South of 300<sup>th</sup>; 28E agreement signed with City of Gray in 1996 discussed and Rydl will consult with Atty and report back; Windstream utility permit on hold. Rydl will meet with Audubon City Council on sharing costs of deck replacement on Fairgrounds bridge. Agreement with City of Exira for bridge destruction and county retaining steel beams. Engineer will obtain resignation letter from Dwight Jessen. Crews burning brush, blading and snow removal

**Monday, January 21, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson absent. Others: Diana Munch, Becky Marten, Miranda Bills, Deb Campbell, Chris Erlandson and Amy Ropie of IP Pathways, Jotham Arber, Mitch Rydl, Chris Hemmingsen. Rick Thompson arrived at 1 p.m.**

Approved agenda  
Some discussion of Compensation Board recommendations, will delay decision until all Supervisors present  
**Approved deletion of Sheriff's asset #2403 & #2018, washer/dryer; Deletion of Treasurer's Asset #206 and #207 file cabinets**  
**Meeting recessed while Chairman Nelsen introduced IP Pathways personnel around CH**  
Recorder Bills presented her budget for review

**Tuesday, January 22, 2019 cont'd**

Director of Guthrie Co Environmental Health Services Arber presented Sanitarian budget with no changes. Also discussed there are no charges for water tests (covered by grant) and hopes to have all wells in county tested in near future. They also provide the HOPE program and Stork's Nest programs for Audubon County  
Treasurer Campbell presented her budget, now doing passport pictures

**Meeting recessed until 1 p.m.**

**Reconvened at 1 p.m. with Rick Thompson, Mitch Rydl and Chris Hemmingsen joining meeting**

Reviewed Secondary Road budget and increases discussed. No action taken

**Tuesday, January 22, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Joni Hansen, Becky Marten, Miranda Bills, Kim Johnson, Ashley Madsen, Doug Weston, Laura Bacon, Teresa Murray, Bob Nelson, Deb Campbell, Deb Umland and Mitch Rydl**

Approved agenda

Custodian reports parts ordered for boiler

Johnson, Madsen, Nelson, Murray discussed supplies needed for lactation room, Madsen to obtain table

Approved claims

Discussed Compensation Board recommendations, no action taken

**Approved recoding of bills of fees for removal of items dumped in ditches**

**Approved Substance Abuse Prevention and Treatment FY19 semi-annual report**

**Accept/file MMPs: D Wittrock #58183 and B Klocke #66574**

Thompson gave update on Heart of Iowa meeting he attended

SR: plowing snow, cutting trees and burning brush. Discussed wages of new teachers versus retiring teachers, sick time, low head dams and stabilization of stream beds and Weirs

**Approved agreement with JEO for N36 resurfacing project**

**Approved agreement with JEO for GR15 and GR17 bridge projects**

**Approved Resolution 2019-2 (surface transportation block grant program application for Audubon Co Rt F32)**

**Approved Stratford Gravel contract for FY2020**

**Board recessed at 12:16 until 2 p.m.**

Bob Nelson and Teresa Murray presented Public Health budget, no action taken

**Thursday, January 24, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Becky Marten, Bruce Haag, Tyler Bruck, Peggy Smalley, Sarah Jennings, Mitch Rydl, Kent Grabill, Chris Erlandson and Bob Bogler**

Approved agenda with addition of Windstream utility permit

Haag, Bruck and Smalley presented Conservation budget. Majority of work done on new campground was done by staff, budget includes new shed, applying for playground grant, use of urban renewal money for trail, roads, etc

Attorney presented budget request. No action taken

Engineer and Roadside Grabill presented roadside budget. No action taken

**Approved Windstream utility permit for 2548 Hwy 71**

Bob Bogler and Chris Erlandson and DP changes were discussed and restructuring of the dept to IP Pathways

**Approved deletion of Conservation printers #2024 and #2028**

Board will review Sheriff's and Veteran Affairs budgets on Monday, January 28, 2019

**Monday, January 28, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Lisa Frederiksen, Joni Hansen, Todd Johnson, Tiffany Henkle and Gary Riesgaard**

Approve agenda

Sheriff Johnson and Henkle reviewed Sheriff's budget

**Motion to amend agenda to recode TASC billing**

**Motion to recode TASC billing**

Discussion held on SR final timesheets and additional cost incurred by not following handbook for resignation procedures and purposes of January extension to gain additional PTO

Auditor reviewed budget and Veteran Affairs budget reviewed. No action taken

**Tuesday, January 29, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Joni Hansen, Becky Marten, Doug Weston, Laura Bacon, Teresa Murray, Gary Riesgaard, Miranda Bills, Mike Jensen, Tiffany Henkle, Mitch Rydl, Paul Campbell, Lora Anthofer, Russ Bruhn, Dave York, Dave Brand, Charles Hansen, John Osvald and Jon Meislahn**

Approved agenda with addition of typewriter deletion

Custodian related parts arrived for boiler

Approved January 21, January 22 and January 24, 2019 Board minutes

Board discussed request from Children's Nest for sponsorship, motioned to not contribute at this time

Teresa Murray discussed wellness incentive, requested money for incentives for all employees

Board discussed Compensation Board recommendations

**Motion to approve 40% reduction to Compensation Board recommendation for elected officials**

Discussed upcoming meetings

Recorder, VA Director and EMA Director having e-mail problems. Recorder will contact IP Pathways

**Approve deletion of Sheriff assets: #0026 5-drawer file and safe, #2055 typewriter.**

**Accepted bid of \$30 for metal safe from Kent Grabill**

SR update: crews receiving training on operating trucks for snow removal, discussed purchase of drone with grant money, Littlefield Park road, Cameron 12 project is shut down, N36 and Cameron 10 are finalized, filter cost past year, bridge study being done, snow agreement with City of Gray, Rydl discussed class of rip-rap available.;

Board discussed resignation letter of SR employee and wages/hrs of work needed for Planning & Zoning Adm

Soil and Water Conservation Board and members present gave annual review. Brand reviewed repairs needed for various sites, maintenance being done, beaver damage, need for O&M money for repairs

**Wednesday, January 30, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam joined later, Lisa Frederiksen, Deb Umland, Deb Campbell, Chris Erlandson**

Approved agenda

Discussion on comp board recommendations, wage increases with other boards, SR roads non-union

Reviewed Dec 2018 paycheck/leave balances for SR retiree, noted Jan 2<sup>nd</sup> anniversary date with receiving 2 additional personal days

Board reviewed Dept 51, 52, 60 and 99 budgets

Discussion on Board duties related to budget/financial reporting/code, Board secretary duties/code, Compensation Board recommendations and other department raises, Board review of Dept reports and plans for FY18 budget amendment

Auditor assisted Board in reading TIF reconciliation report/bond payment schedule for FY20 and input into Dept 99 budget forms

Board reviewed IT needs through FY21, adding new server to FY20 budget expenses, building rewiring projected for FY21

Weir funding discussed/call made from Nelsen to Eng Rydl on city shared road with Audubon, additional \$150,000 expense added to FY20 budget with potential \$70,000 revenue

**Tuesday, February 5, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Becky Marten, Chad Jensen, Miranda Bills, Chris Erlandson, Mitch Rydl, Chris Hemmingsen, Sam Grabill, John Thomas, Mike Jensen and Laura Bacon**

Approved agenda with addition of Auditor's deletion and approval of HIPAA policy (approved January 8, 2019)

No Custodial report

Approved January 28, January 29 and January 30, 2019 Board minutes

Chad Jensen of New Opportunities gave annual report, services provided to Audubon citizens, contribution thanks

DP Erlandson and Recorder Bills gave update. DP needs, tasks completed, Board asked that time be documented for various depts with separate budgets, wiring consultant quote, anti-virus protection, Board budgeted additional \$110,000 for DP

**Approved DP purchase of 3-year contract for anti-virus**

**Approved Treasurer allowing \$400 for automatic withdrawal to Microsoft Office 365 for e-mail expenses**

Sam Grabill discussed Douglas Twp trustee/clerk concerns. Will meet and appoint clerk/trustees, sign annual report  
John Thomas, Director Hungry Canyon Project presented 2018 update, projects/goals, Eng Rydl joined discussed

**Tuesday, February 5, 2019 cont'd**

SR update: Rydl and Hemmingsen discussed upcoming safety meeting, rock quotes, union negotiations. Presented TIF projects breakdown, snow removal, brush clearing. County will not assist Exira City with bridge removal

**Approve deletion of #1000, Canon printer/Auditor's office; deletion of Sheriff's Banshee tactical vest**

**Deletion of Treasurer's filing cabinet moved to Conservation Dept**

**Approved 2018 wages for publication**

*Accept/file Recorder's, Clerk of Court's and Auditor's January financial reports*

*Accept/file MMP update Hansen #62166, 1548 Eagle Ave*

**Approved Resolution 2019-3 (Compensation Board recommendations/final adjustments)**

Discussed Feb 12<sup>th</sup> Department head meeting and wellness incentives, meeting with Depts quarterly or semi-annually to discuss budgets/percentage used in different line items, set Feb 19<sup>th</sup> to discuss/consider FY20 budget for approval and publication, discussed recent meetings attended

**Motion to approve \$3000 be used for wellness incentives**

Approved claims

Recessed at 12:55 pm to attend Assessor's Conference Board

Reconvened at 1:30 pm

EMA Jensen discussed current and upcoming budgets. Stated his Board approved new vehicle purchase and updating equipment

Board spent time organizing files and miscellaneous paper work

**Tuesday, February 12, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Laura Bacon, Diana Munch, Teresa Murray, Lisa Frederiksen, Miranda Bills, Mitch Rydl, Chris Hemmingsen, Mike Jensen, Gary Riesgaard, Robert Nelsen, Deb Umland, Deb Campbell and Doug Weston, Ryan Berven, Katie Schmidt**

Approved agenda with addition of setting public hearing date for county budget

No custodial update

Discussed EMA/E911 monies for director's new pickup

Approved minutes of February 5, 2019 meeting

Teresa Murray discussed wellness and if OK to distribute Chamber bucks, coverage of screenings. Non-insureds \$50 screening fee out of GB funds, insureds covered with insurance and they will receive \$50 incentive from HRA fund

Dept mtg: discussion on handbook draft; non-compliance with resignation requirements and improper use of PTO and benefits; budget concerns; legality of "handbook" resignation penalty; window air drafts; potential energy audit

Roadside Grabill discussed budgeting for landfill fees for roadside junk. **Board agreed to pay remainder of bills out of Dept 51 for FY 19.** Auditor stated line item to be created for FY20 budget and could be used for current/past FY19 usage along with budget amendment of funding to Dept 24. Discussion of codes to be used

**Motion to reverse recoding TASC bills back to original Wellmark coding (Auditor had reversed coding prior week/Board's discussion with Engineer)**

*Accept/file MMP updates: AMVC-S Fork #63613 Greeley Twp; L Handlos-Handlos-Rudolph #57972 Sharon Twp; Owner change AMVC-Nelson Site #58248 Oakfield Twp*

VanAernam updated board on EMA/E911 meetings

Ryan Berven/Katie Schmidt of Kingston Life and Health presented FY20 renewal for insurances. Rydl, Hemmingsen, and Sheriff were also present for mtg. Pharmacy changes in April 2019, HRA funds used for wellness money and Auditor will check with State Auditor on legality of this type of HRA usage

Recorder Bills discussed IT Erlandson leaving early from work last week, working from home due to snow. Bills questioning whether this is approved and if policy in place for these matters

SR update: snow removal, resurfacing Littlefield Park road quote, 77% overage in SR due to non-budgetary purchase of pay loader, discussed Level "B" road by Duane Sloth torn up by wind tower construction

Auditor discussed resolution on revising Iowa Code on absentee ballot process

**Board directed Auditor to add Weir revenue of \$70,000 and remove \$25,000 EMA allocation from FY20 dept 99 budget import file.** More review of agenda budget items remains to be done, paper budget copies submitted

Teresa Murray presented Notice of Privacy Practices Policy. Board directed her to make sure each Dept had received HIPAA policies along with this policy

**Board approved Notice of Privacy Practices Policy**

Board recessed at 12:55 pm to attend Safety Meeting.

Nelsen and Thompson returned to discuss budgets

Treasurer Campbell asked about budget amendment. Memo to be coming out regarding this

### Tuesday, February 19, 2019

**Attending:** Todd Nelsen, Rick Thompson, Lisa Frederiksen, Becky Marten, Chris Erlandson, Mitch Rydl, Jean Hinners, Laura Bacon. Gary VanAernam arrived at 11:30 a.m.

Approved agenda with addition of Jean Hinners with PHN concerns

No Custodial report

Approved minutes of February 12, 2019 meeting

Jean Hinners expressed concerns about PHN ad for additional nurse. Much discussion as to current caseload, etc and encouraged BOS to do homework, check into staffing, wages, etc. Advised of BOH meeting 2-28-19 @ 12:30 pm

**Approved Resolution 2019-4 (recoding of rural basic uniform patrol/general basic)**

**Motion to hold Special Meeting Monday, February 25, 8:30 am in addition to February 26<sup>th</sup> meeting**

Discussion on RDP data processing bills, Bob Bogler contacted and will attend February 25<sup>th</sup> meeting

BOS Chairmen to contact R Von Bokern concerning changes in SR union contract. Also contact Kingston on HRA reserves allowable usage and will discuss at February 25<sup>th</sup> meeting

DP Erlandson discussed creating e-mail addresses and options. **Board instructed him to create 2 individual user e-mails for BOS with shared mailbox**

**Motion to contract with PFM Financial Advisors to prepare annual bond disclosure reports**

**Motion to pay Wellness expenses out of Dept 51 General Basic**

Supervisor Gary VanAernam arrived at 11:30 a.m.

SR report: demonstrated tracking software system for maintainers and trucks, employees busy with snow removal

Discussion held with Engineer on consolidated urban renewal amendment

**Approve UPV request for GR15 and GR17 bridge projects. Approve UPV request for N36 HMA project**

**Approve deletion of Asset #1227 SR Stihl MS250 chainsaw**

Approved claims

Directed Auditor's office to prepare Resolution on Iowa Code 53.17(2) concerning absentee ballots

Discussed MH representative and her use of CH office space, keys available for her use

### Monday, February 25, 2019

**Attending:** Todd Nelsen, Rick Thompson, Gary VanAernam absent. **Others:** Lisa Frederiksen, Joni Hansen, Becky Marten, Chris Erlandson, Teresa Murray, Bob Nelson, Deb Campbell, Miranda Bills, Todd Johnson, Gary VanAernam arrived for short part of morning meeting

Approved agenda with deletion of RDP billing discussion

DP Erlandson discussed DP needs, new Firewall installed within this year's budget

BOS did budget work with Auditor Frederiksen. Reminded of newspaper deadline at noon Tuesday, Feb 26<sup>th</sup>

Discussion with Sheriff Johnson on his budget

Discussion with Nelson and Murray of PHN on budget concerns, costs, staff past and present. If necessary Nelson states they will not hire extra nurse

Discussion with Treasurer and Recorder on their hiring of shared employee

**Motion to allocate 45% of wellness allocation out of Rural Basic Fund and 55% out of General Basic Fund**

Supervisors will do sign-up sheet for at next Dept meeting for review of budget allocations versus actual spending

### Tuesday, February 26, 2019

**Attending:** Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Mike Blum, Chris Hemmingsen, John and Susan Osvald, Virginia Mennenoh, Mike Welch, Jeanne Maskill, Sarah Watson, Mitch Rydl, Todd Johnson, Tiffany Henkle, Deb Umland, Deb Campbell

Approved agenda with deletion of Tim Graca and addition of amendment to Hazard Mitigation Plan

Custodial update and stated he had to replace chemical pump on boiler

Approved minutes of February 19, 2019 meeting

BOS update: upcoming meetings with Valley Business Park and New Opportunities

**Accept/file MMP Lawrence Handlos-Wegner ID#64333**

**Approve cancelling prior deletion of Sheriff Banshee tactical vest**

Board reviewed and signed prior deletions

Board placed calls to various Conservation Board members regarding budget cuts

**Motion to appoint Mike Blum to fill Chris Anderson term on Board of Adjustment, term ending 12-31-2020**

Mike Weich, Sarah Watson, Jeanne Maskill of NextEra gave update on Heartland Divide I project and upcoming Heartland Divide II project

**Motion to approve amendment to HMGP Hazard Mitigation Plan for Audubon Co completion date 7-31-19**

**Tuesday, February 26, 2019 cont'd**

SR update: Rydl stated talked to Region XII Re: updating Comprehensive Plan, maps and Planning and Zoning Ordinance for County. Crews moving snow

**Approved deletion of SR asset #1161 OTC filter crusher**

Sheriff Johnson and Henkle discussed possible cuts in Sheriff's budget

Assr Umland discussed Agland values and how calculated

Treasurer Campbell reviewed budget cuts

Board received approval from Laura Bacon of Newspaper to submit FY20 budget notice by end of day

**Approved Public Notice for FY20 budget for publication**

**Tuesday, March 5, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Alicia Humphrey, Mitch Rydl, Duane Deist, Teresa Murray, Chris Erlandson, Laura Bacon**

Approved agenda with addition of CASI certification

Custodial update waiting on parts for boiler chemical pump

Approved minutes of February 25 and February 26, 2019 meetings

Approved claims

**Motion to split Office 365 email billings by fund**

**Approve deletion of Sheriff's Monarch vest to Roadside**

***Accept/file resignation of Dispatcher Amanda Doherty***

***Accept/file Clerk of Court's February report of fees and Auditor's month-end reports***

Board meeting updates: New Opportunities, Valley Business Park, Public Health, appointment to Board of Workforce Development discussed

**Approved signing Wellmark Renewal and MSP addendum**

Auditor reviewed ACA insurance penalties and overlooked issue by Board of coverage of 30-40 hr range employees TC from HR Von Bokern discussing sick leave conversion, working on Sheriff's agreement

Auditor reviewed valuations and changes

SR update: reviewed proposed legislation for load limits, crews moving snow, getting roads open. Rydl met with JEO regarding city projects and also bridge going out to Fairgrounds

***Motion/signed PPME FY20 union contract***

***Motion/file Auditor's TIF project costs and receipts***

***Motion/sign Cost Advisory Services certificate***

Board will set up budget reviews with Dept heads and working on budget amendment

Board will talk with Chris Erlandson before contacting OCIO

Teresa Murray relayed she had e-mailed HIPAA policies to all dept heads

Erlandson discussed proposal for firewall replacement and reviewing various policies pertaining to IT

**Tuesday, March 12, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Todd Johnson, Tiffany Henkle, Gary Riesgaard, Chris Hemmingsen, Bruce Haag, Deb Campbell, Mike Jensen, Deb Umland, Mitch Rydl, Kent Grabill, Teresa Murray, Angie Baylor, Chris Erlandson, Darci Alt, Laura Bacon**

Approved agenda with addition of Weed Commissioner. Approved minutes of March 5, 2019 meeting

Weston gave custodial update, water coming in upstairs and had contacted roofer

***Approved Resolution 2019-5 (Michelle Fishback, FT dispatcher/jailer March 12, 2019)***

***Accept/file MMP update: Muhr(Handlos) #65707; Dan/Bill Christensen #68467***

***Accept/file Recorder's February report of fees***

**Approve deletion Sheriff assets #0776-Spectra camera, 2014 Chevy Tahoe**

Department Head meeting: actual/budget reviews, upcoming budget amendment, HIPAA polices, purchase of toner and office supplies and Erlandson said he would order toner. Assr discussed values on wind towers and was advised to contact project director. Wellness program participation discussed, depts to use Amazon acct for supply purchases

BOS updates: Partnership for Children upcoming meeting and also Farm Bureau meeting attended

Chairman opened public hearing on FY20 budget with no oral or written comments received. Board reviewed budgets and contacted some departments to see if any more budgets could be reduced

Darci Alt reviewed MH services to county, budget, levy rates, residency and administrative costs

**Tuesday, March 12, 2019 cont'd**

Grabill gave Weed Commissioner update, one noxious weed (Palmer Amaranth), spraying, mowing ditches  
SR update: roads, snow removal, road conditions, load limits on bridges discussed  
IT Erlandson worked with Board on e-mails

***Approved Resolution 2019-6 (adopting budget and certifying taxes FYE 6-30-2020)***

**Thursday, March 14, 2019**

**Attending: Todd Nelsen, Lisa Frederiksen, Mitch Rydl, Dave Beane, Mike Jensen and Todd Johnson. Gary VanAernam and Rick Thompson were both via conference calls**

Approve agenda

Discussion held on policing process/proposed road embargo resolution presented by Engineer Rydl

***Approved Resolutions 2019-7 (resolution of necessity – road embargo)***

Discussion on emergency funding/public assistance and contacting law enforcement, fire/emergency agencies of road conditions

Engineer offered to have his dept contacted if any such agencies need road assistance/treatment

**Monday, March 18, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Becky Marten, Deb Umland, Mitch Rydl and Chris Erlandson**

Approved agenda

Discussed request by State Auditor for extension of final audit report. TC to Donna Kruger, message left return call

**Forward Capital Asset listing for FY18 to State Auditors**

Further discussion of Shelby Co Audit release will be responsibility of EMA and E911 Boards

Reviewed FY18/FY19 YTD actuals for various departments

Engineer Rydl presented resolution for review

Assessor Umland discussed 100% valuations, tried to explain increases/decreases for various years

IT Chris discussed with Jesse Martinez-OCIO via TC services available. Also discussed backups for servers, firewall cost \$9000, new servers estimated at \$20-\$30,000

Discussed final handbook changes and will meet with Renee Von Bokern April 1, 2019

**Tuesday, March 19, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Mike Blum, Deb Umland, Sarah Jennings and Mitch Rydl**

Approve agenda with deletion of Martinez and addition of Danish Wines & Vines

Weston gave Custodial update on being called in 2 nights with alarms in computer room, chemical pump for boiler here but will wait until boiler shut-down to install

Assessor brought wind tower values in and each wind tower value is \$2,000,000

Approved minutes of March 12 and March 14, 2019 meetings

Approved claims

BOS updates: Nishnabotna meeting March 20<sup>th</sup>, Aureon, SW IA Juvenile and Heart of Iowa meetings discussed

***Approved Class C Native Wine permit for Danish Wines and Vines***

Atty Jennings discussed Shelby County audit release and she will draft letter to EMA board members

SR update: discussed Senate Study Bill/Senate File which they are opposed to

***Approved Resolution 2019-8 (resolution opposing Senate study bill 1045, Senate file 184 passed by Senate Committee on Transportation)***

**Approved UPV for JEO #108496-FM-C0005(72) N36 pavement project**

**Approved UPV for JEO #108498-BROS-SWAP-C005(54) GR 15 & 17 bridge projects**

Rydl also discussed flood damage to bridge construction project, bridge damage by flooding, plugged culvert damage, water over road, pot holes

Amend agenda to sign letter for extension and JE report to State Auditor

**Motion to sign letter of request for extension to State Auditor report**

**Motion to sign Adjusting Journal Entry report for State Auditor**

**Board signed letter to Governor Kim Reynolds in opposition of Senate File 184 passed by Sen Transp Comm Chairman Nelsen will contact City regarding work on their ordinances**



**Tuesday, March 26, 2019**

**Attending: Rick Thompson, Gary VanAernam, Becky Marten, Doug Weston, Mike Jensen, Lauren Subler of Region XII, Deb Campbell, Mitch Rydl and Mike Blum. Chairman Todd Nelsen Absent**

Approve agenda with deletion of #2248 and #2287 Dell computers

Custodian report: called out for alarms in computer room, pickup of recyclables in future

Approve minutes of March 18<sup>th</sup> and March 19, 2019 meetings

Subler of Region XII and Mike Jensen presented Audubon County Hazard Mitigation Plan. Plan to be updated every 5 yrs, main changes were updating demographics. Used census data as Schneider/Beacon were not cooperative in supplying data, recommended Board present this problem to them for further references. Board requested several changes in report and will be corrected by Region XII

***Approved/adopt Resolution 2019-9 (multi-jurisdictional hazard mitigation plan)***

**Approved deletion of #2248 and #2287 Dell computers**

Treasurer presented letter from Bankers Trust Company that effective June 2019 all further obligations will be assigned to UMB Bank. **Agreement signed by Vice-Chairman Rick Thompson**

Supervisor/EMA member VanAernam approved April timesheet for EMA Director Mike Jensen

VanAernam report on SW Iowa Juvenile meeting he had attended

SR update: bridge work, FEMA, rock hauling, blading, bridge inspections

**Motion to approve redaction of Resolution 2019-7 for road embargo**

**Monday, April 1, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Renee Von Bokern, Lisa Frederiksen, Diana Munch, Mitch Rydl, Todd Johnson, Tiffany Henkle, Miranda Bills, Teresa Murray, Deb Umland, Chris Erlandon. Rick Thompson joined meeting later**

Approved agenda

Discussion on changes made last November to County Handbook: new/changing employees/PT positions being under 30 hrs; single coverage insurance only for PT positions; reduced hour positions no longer receiving family coverage; flex time relating to set CH hours; timesheet approval process with board-covered dept heads; IT passwords; work comp injuries; non-CDL employee testing upon suspicion; military preference, etc  
Sick-leave-conversion addition also discussed to accommodate SR existing emps as well as current FT county employees with discussion on necessary requirements to receive this benefit, max \$4500

Von Bokern will make revisions and have draft approval for April 9, 2019 meeting

**Tuesday, April 2, 2019**

**Attending: Todd Nelsen,**

**Rick Thompson, Gary VanAernam, Renee Von Bokern via telephone, Joni Hansen, Lisa Frederiksen, Becky Marten, Mitch Rydl, Miranda Bills, Deb Campbell, Deb Umland, Mike Jensen, Gary Nelson, Chris Erlandson and Laura Bacon**

Approved agenda with addition of minutes

Custodian Weston discussed computer room fan, jail thermostat

Approved minutes of March 26, 2019 and April 1, 2019 meetings

Approved claims

Chairman updated Board on Valley Business Park meeting, future of park

***Accept/file Recorder's March report of fees***

Discussed RDP billings and talked with IT Erlandson as to status of back-ups

Discussed wage decisions/difference in % allotted. Recorder/Treasurer discussed budget cuts/why some depts only

Discussed postage machine, replacement of machine

SR update: hauling rock. EMA Jensen stated upcoming FEMA mtg, request of landowner for culvert fix and referred to 2000 agreement and is property owner's responsibility, reviewed 5-yr plan for farm-to-market roads and bridge construction. Gary Nelson expressed concerns about road conditions near Goldfinch Ave

**Meeting date April 9 changed to April 10 so BOS members can attend FEMA mtg**

**Approved deletion SR assets #2348 and #1054**

***Approved West Central Iowa Rural Water utility permit for 2320 150<sup>th</sup> St, Viola 29-32***

TC with Renee Von Bokern use of employee personal days to be engineer's decision

**Closed session held**

Board reviewed Eng Rydl's salary and survey. **Board approved 5%-4%-4% raises for Engineer**

**Tuesday, April 2, 2019 cont'd**

Discussion on Eng no longer doing planning and zoning and will take out of contract, increase vacation limit but no motion or vote on changes

Board discussed budget-versus-actuals and feel they have completed reviews, satisfied with all departments

**Friday, April 5, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Mitch Rydl, Todd Johnson, Sarah Jennings, Joni Hansen and Rick Thompson via telephone**

Approve agenda

Stated good cause for having less than 24 hr notice for meeting was impossible and road embargo necessary

Eng Rydl and Atty Jennings reviewed Iowa Code regarding embargos on roads. 3 vehicles able to use roads (Emergency vehicles, implements of husbandry and maintenance vehicles). Would not include feed trucks

Eng stated change to understanding of original vehicles with embargo

Feed trucks need to deliver feet to livestock and should work on exceptions

***Motion to issue press release requesting limited use of under 10-ton on gravel roads in lieu of an embargo  
Via radio, Facebook and newspaper***

**Wednesday, April 10, 2019**

**Attending: Todd Nelsen, Rick Thompson, Mitch Rydl, Todd Johnson, Sarah Jennings, Joni Hansen, Diana Munch, Becky Marten, Mike Jensen, Doug Weston, Kent Grabill, Chris Erlandson, Gary Riesgaard, Deb Campbell, Bob Nelson, Miranda Bills, Tiffany Henkle, Laura Bacon. Supervisor Gary VanAernam absent**

Approve agenda

Custodial update; working on valve for boiler

Eng Rydl discussed DOT budget and 5-year plan. Employees hauling rock

***Motion to approve DOT budget and 5-year plan***

Discussion help on FEMA meeting and paperwork involved. **Intention is to apply for FEMA funds**

**Approved deletion of SR assets #1185-cart, #1187 transfer pump, #1130 hydraulic bead breaker**

Dept head mtg: handbook, Board signing off on non-elected dept head timesheets, IT discussed 365 office installs and asked each dept to check on this (no security risk), Treasurer asked about raise percentages and Recorder asked why the BOS didn't approve the 5% compensation board recommendation

Roadside Grabill discussed publications regarding spraying ditches and noxious weeds

BOS update: Valley Business Park, WESCO, and landfill meetings

***Accept/file MMP Joey Shon-Audubon site, ID#64318***

Approve minutes of April 2, 2019 and April 5, 2019 meetings

***Accept/file Clerk of Courts and Auditor's March month-end reports, Sheriff's first quarter 2019 report of fees,***

Board reviewed handbook draft from Renee Von Bokern, DOT reports, signed off on timesheets

Sheriff and Tiffany Henkle reviewed Sheriff's budget amendment request, OT of dispatchers until new hires, jail shower repairs

**Thursday, April 11, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Lisa Frederiksen**

Approved laminator from Atty to Auditor, computer monitor from Recorder to IT dept

Auditor assisted BOS with reading/evaluating reports concerning budget amendments, TIF areas/funds, Capital Projects and Debt Services funds

Discussion on board review of each dept's past/current years' budget-to-actuals with Dept 05 thru 90 remain to be reviewed

**Tuesday, April 16, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Doug Weston, Mitch Rydl, Shane Molyneux, Chris Erlandson, John Hartkopf, Steve Baier, Laura Bacon**

Approve agenda with addition of Rohe Pork MMP and RDP final payment

Custodian update on shower in jail, sewer plugged in dispatcher's office

Approved minutes of April 10, 2019 meeting

TC to Pitney Bowes on current postage meter and maintenance contract. Will send quotes on new lease/new meter

Thompson discussed MH budget increase due to fact usage is not as much as predicted, Medicaid not paying original fee set up and Audubon County is only 6%

**Tuesday, April 16, 2019 cont'd**

Molyneux of IP Pathways is new customer service manager. Erlandson stated as of 4-15-19 RDP no longer doing back-ups. Computer Concepts is done at Sec Rds also. Auditor discussed splits regarding DP services

Approved claims

Discussed EMC request to bid on property/liability insurance

SR update: roads improving, blading and putting rock down. Hauling rock, electronic fuel system quote requested John Hartkopf/Steve Baier (Cass Co Sups) discussed future of Valley Business Park. Cass Co would be interested in dissolving but feel more info needed for options. Will contact BOS when they have more info

***Motion to approve the Employee Handbook for distribution and final release***

Discussed DOT reports and TIF reporting requirements. Auditor answered questions and stressed Supervisors need to review/understand budget reports/appropriations/amendment needs/levy rates/reserves. General/rural basic funds were at a concerning low for FY20 and amendment process used for emergencies/unplanned purchases

***Accept/file MMP for Rohe Pork LLC, ID#68538***

Board reviewed RDP invoices and directed Auditor to pay balance per spreadsheet split

**Thursday, April 18, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Tiffany Henkle, Todd Johnson**

Approved agenda with addition of RDP's questions/concerns, DOT contact on local effort

TC from Liberty National to meet with employees

**TC to IT Erlandson on backup retention. TC to Bob Bogler (RDP) stating Erlandson responses. Bogler was instructed to destroy backup and it was done**

**Directed Auditor to pay balance of RDP outstanding y-t-d invoices next Monday or Tuesday**

Reviewed status of quote from EMC, discussion on ICAP reserves if county changes providers, will draft letter at next meeting to obtain quotes

Discussion on FY15-FY18 DOT reports. Auditor to review concerns with State Auditors DOT contract

Sheriff Johnson and Tiffany Henkle reviewed coding for additional budget amendment needs

Lengthy discussion with Auditor on expenditure reports, budget process, reviews of reports.

Board will hold special meeting to review dept expenditure reports after first quarter of FY20 is complete

Discussion on current differences in raise percentages, past history of "step" raises, SR non-union raises, SR Eng contract

**Tuesday, April 23, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Joni Hansen, Becky Marten, Bruce Haag, Ron Mullenger, Peggy Smalley, Todd Johnson, Melissa Thygesen, Jon Spunaugle, Mitch Rydl, Chris Hemmingsen and Chris Erlandson**

Approve agenda with addition of Conservation annual review, Sheriff Letter of Understanding. No custodial update

Bruce Haag presented Conservation 2018 annual review, projects, improvements, camping revenue, upcoming projects of heated shop, disc golf, cabins, storage building. Discussed resurfacing roads, payment for storage bldg

Chairman Nelsen stated Cons receives close to \$200,000 in budget and salaries

Board signed Weston, M Jensen, G Riesgaard, R Nelson, D Umland time sheets

Approved minutes of April 16 and April 18, 2019 meetings

Updates for Partnership for Children, Public Health and NextEra

***Accept/file MMP updates: Multi-Pag 1 Sec 19, ID#60473, H&S Farming ID#70066, Handlos Home Place W-7a ID#61965, Handlos-Zaiger Farm ID#61951***

Sheriff Johnson introduced Deputy Jon Spunaugle, discussed extra shifts for dispatchers, no OT on shifts until have 40 hr week. Informed Board K9 had been hit and killed while off duty, will wait before getting another drug dog

**Motion to approve Letter of Understanding for Sheriff's union contract**

TC received from Tim Andersen of Landmands Bank regarding insurance coverage

**Approved letter to obtain insurance quote from EMC**

**Motion to set FY19 budget amendment hearing for May 7, 2019 at 10 am, approve notice for publication**

**Approved Engineer Employment Contract and Agreement for 2019-2022**

SR update: frost boils, available rock locations, gas tax money, bridge permits, hauling rock, bridge work, blading, culvert repairs, DP services to be paid, DOT reports discussed regarding TIF reporting and explanation given to Rydl and Hemmingsen with accuracy stressed in reports

**Tuesday, April 30, 2019**

**Attending: Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Laura Bacon, Mitch Rydl, Shawn Paulsen, Dave Hansen, Chris Hemmingsen, John Danos/telephone, Deb Umland and Chris Erlandson. Todd Nelsen joined meeting at 9:42 am**

Approved agenda with addition of Doug's Agri-Hall liquor license, UMB notices and local effort  
Weston gave custodial update, elevator inspector advised repairs to be done in May of 2020. Reported thermostats not working properly and will obtain estimates for electronic thermostats  
Eng Rydl asked about PFM Agreement and where fee paid out of

***Approved Doug's Agri-Hall liquor license***

***Approved Resolution 2019-10 (Catherine Lebeck, PT dispatcher May 6, 2019)***

BOS update: 4<sup>th</sup> Judicial District mtg, New Opportunities meeting cancelled

Approved minutes of April 23, 2019 meeting

Board and Auditor reviewed Local Effort spreadsheets. Auditor showed errors on SR spreadsheets. Discussed county provided SR well above 100% funding and only required to provide 75%

***Motion to accept and file Auditor's Local Effort Percentage Spreadsheet***

Board discussed Iowa Codification Services, will obtain bid with Auditor providing needed info for bid

***Approved PFM Services Agreement and Annual Disclosure Agreement***

Discussion: Bankers Trust and UMB notices. Comp Board recommendations discussed with higher percentages being given to Engineer and Conservation employees

**Board appointed Chris Hemmingsen as Planning and Zoning Administration as of 7-1-19**

Board called Dorsey & Whitney and discussed UMB and changing banks. Will contact Suzanne Gerlach of PFM as to change over effective 7-12-19

Shawn Paulsen updated on Cameron 12 bridge process. Dave Hansen discussed 28E agreement with City of Brayton and County on maintenance of County T Road and costs of repairs.

Deb Umland and Chris Hemmingsen discussed monthly IT services. Their understanding was DP would pay monthly billing fee and other invoices would be split according to funds. **Board agreed**

***Approved Resolution 2019-11 (SR non-union Hemmingsen, Schleimer, Grabill, Palmer raises)***

***Approved Windstream utility permit for 215<sup>th</sup>/Hwy 71***

FEMA training to be held May 13<sup>th</sup>. Eng Rydl gave update on mtg with Audubon City Council on Hungry Canyon EWP project for low-head dam for water for City of Audubon. Also discussed culvert project, patching, rock pile

**Tuesday, May 7, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Joni Hansen, Becky Marten, Doug Weston, Mitch Rydl, Todd Johnson, Heath Hansen, Ben Unseth, Glen Meyers, Laura Bacon and Suzanne Gerlach via telephone**

Approved agenda with addition of Resolution for transfer, Marsy's Law and utility permit

Weston discussed unlocking Board room for mtgs, boiler parts, elevator account, purchase of new vacuum

Approved minutes of April 30, 2019 meeting

Approved claims

Sheriff introduced Pastors Hansen, Unseth and Meyers (Pastors for Audubon Co Chaplin Program) jail ministry

**Approved IDPH Substance Abuse Grant for FY20, authorized Auditor Frederiksen as online signatory**

BOS report: ACED, Valley Business Park, 911 and EMA, Mike Jensen resignation

**Public Hearing held**

***Approved Resolution 2019-12 (adopting budget amendment FYE 6/30/19)***

***Approved Resolution 2019-13 (interfund transfers)***

***Approved Resolution 2019-14 (amend appropriations FYE 6/30/19)***

***Accept/file Clerk of Court, Recorder, Auditor's month-end reports***

SR: hauling rock, bridge projects, work spreadsheet, hiring 2 employees

***Approved fiber optic utility permit Aureon Technology 200<sup>th</sup> St Melville/Leroy Twp***

Board contacted/telephone Suzanne Gerlach (PFM) annual report and what PFM will be preparing

Reviewed e-mail from Philip Condo about Marsy's Law

**Tuesday, May 14, 2019**

**Attending: Todd Nelsen, Rick Thompson, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Mitch Rydl, Todd Johnson, Teresa Murray, Deb Umland, Angie Baylor, Gary Riesgaard, Chris Erlandson, Miranda Bills, Sarah Jennings, Justin Yarosevich. Gary VanAernam Absent**

Approve agenda with addition of MMP's, delete conference call with VanAernam

Weston update: changes to Assessor's door

Approved minutes of May 7, 2019 meeting

**Accept/file MMPs: Keno Farms VIII LLC-Dove Finisher Farm #69332; Clark Family Farms-Dawson #65342; L&N Pork LLC #67812**

**Accept/file Resolution 2019-15 (Assignment of Trustee Agent Agreements, Escrow Agent Agreements, etc)**

Dept head mtg: discussed government rate for lodging, updating policy book discussed

SR update: stockpiling rock, discussed rocking farm-to-market roads and using some of that funding

**Approved Resolution 2019-16 (Edward Steffes position change Grade 5 crew leader)**

**Approved Resolution 2019-17 (Robert Gust position change Grade 3 Equipment Operator C)**

**Approved Resolution 2019-18 (Shamus Fountas hiring Grade 2 Equipment Operator B)**

Atty Jennings gave clarification of her duties with City of Audubon (will be done as private attorney)

Board stated reason for % raises for non-union SR emps was their decision

**Approved Premium Collection Form for TASC**

Justin Yarosevich (Simmering-Cory & Iowa Codification) met with Atty & Board, cost/process for coding, etc

**Tuesday, May 21, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Kent Grabill, Mitch Rydl, Rod Williams, Miranda Bills, Sam Wendl, Jami Schleimer, Steve Hocamp, Chris Erlandson, Todd Johnson, Melissa Thygesen, Laura Bacon, Renee Von Bokern**

Approve agenda with addition of Exira Fire Dept and utility permit.

No custodial update

Approved minutes of May 14, 2019 meeting

BOS update: Valley Business Park bond paid off, Heart of Iowa, EMA applications

Motion to amend agenda to add deletion of EMA cell phone

**Approved deletion of EMA cell phone**

Discussion on 9.58% and 10.78% non-union wage increases. Board trying for more difference in management and staff. Trouble filling crew leader positions even with wage increases

Roadside Grabill discussed right-of way and buffer strip/organic farming/OCIA certification. Requests signage for no spraying and contacting Weed Commissioner. Separation distance for bees is 1 mile

Rod Williams: rock situation on county roads, owner purchasing rock for their road area

Wendl and Schleimer discussed online dump trucks being advertised. Would be out of FY20 budget

Hocamp/Exira Fire Dept requested \$5000 for Exira & Audubon for ice rescue equipment. Board stated fire dept receive money from cities/twps and Board does not budget for equipment in fire departments

SR: hauling rock, farm-to-market funds to purchase rock for these roads

**Approved utility permit for Northern Natural Gas on F58 in Exira 3**

Approved claims with exception of claim for a gift being denied

**Accept/file MMP update for Patrick and Joey Schon ID#64318**

IT Erlandson discussed split of DP services. States 33 hrs had been spent on sheriff's server

**Approved deletion of Sheriff's guns with mags/cases, also 2 battery back-ups #2092, #2221**

TC to HR Renee Von Bokern with Sheriff and Melissa Thygesen about dispatcher raises/insurance contribution.

Also discussion on wage increases and wage increase to Custodian from \$0.48 to \$0.61/hr. Von Bokern will contact union Rep for additional addendum page to be added accordingly

**Tuesday, May 28, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Doug Weston, Bob Jacobsen, Tiffany Henkle, Todd Johnson, Deb Campbell, Teresa Murray, Rick Andersen, Andy Christensen, Kent Grabill and Mitch Rydl**

Approved agenda and no Custodial update

Jacobsen, Audubon City Councilman, discussed back-up coverage when city is down a deputy and vice-versa with county. Sheriff stated they would help when they can

**Tuesday, May 28, 2019 cont'd**

***Approved Resolution 2019-19 (hiring Megan Dentlinger, PT dispatcher/jailer)***

Sheriff and Henkle discussed split of IT expenses and requested clarification. Will be discussed at Dept mtg 5-29-19  
Rick Andersen/Faith Community Church requested tax abatement for parsonage

**Approved to abate taxes Parcel #050521420402 in amount of \$1545.95**

***Approved Resolution 2019-20 (MV Deputy Courtney Nelson, Treasurer wage increase)***

***Approved Resolution 2019-21 (Deputy Amanda Kommes, Treasurer wage increase)***

Andy Christensen discussed road/ditch condition along Littlefield Drive, will relay to Engineer

Approved minutes of May 21, 2019 meeting. BOS update: Heart of Iowa meeting

Roadside Grabill discussed right-of-way/buffer strip, county has annual No Spray Liability Release form

SR: hauling rock, red fuel tax, road damage, posting of bridges, HRA billings

**Board amended agenda to pay JEO voucher**

**Approved payment of JEO voucher for GR 15-17**

Board called Ryan of Kingston on payment of claims, slow response. Ryan will review claims

***Accept/file MMPs: D Robinson-S Place #62115 and P Madsen-Madsen Barn #64624***

**Approve FY 2017-18 Financial and Operating Date Report (Disclosure Report)**

**Approve Sheriff's Teamster Local 238 agreement for 7-1-19 to 6-30-22 and addendum**

No action on Marsy's Law and Condo will contact Board at later date

**Wednesday, May 29, 2019 Special Meeting**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Tiffany Henkle, Todd Johnson, Deb Campbell, Teresa Murray, Miranda Bills, Chris Hemmingsen, Deb Umland, Gary Riesgaard, Kent Grabill, Mitch Rydl**

Lengthy discussion on splitting out IT monthly billings from IP Pathways

ICIT committee/Board by lapse of 90-day renewal notice default have now extended IP Pathways contract for additional 12 months through June 2020

Board explained general basic reserves issue and that with limited funds affects appropriation requests and future budget needs

Board discussed various breakdown for each department for IT backup and work

Approved minutes of May 28, 2019 meeting

**Tuesday, June 4, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Tiffany Henkle, Todd Johnson, Deb Campbell, Teresa Murray, Chris Hemmingsen, Mitch Rydl, Sarah Jennings, Renee Von Bokern via telephone**

Approve agenda with addition of Clerk of Court fees and Windstream notice

Weston stated elevator inspector coming today

Sheriff and Henkle discussed split of IT claims, reviewed how they arrived at \$4058.64 for IT services Jan-June

Teresa Murray informed Board of lunch and learn scheduled for 6/26/19

Approved minutes of May 29, 2019 meeting

TC to Renee Von Bokern with PHN Murray to discuss addendum to County handbook with PH concerns. Request to grandfather in 3 emp for potential temporary layoffs and to retain their FT health insurance benefits. HR Von Bokern to draft addendum for approval. Discussion on PT employees now being FT employees

Eng Rydl and Hemmingsen discussed split of IT claims. Rydl agreed \$3000 JE for payment of IT services Jan-June

Treasurer presented cash ledger balances for Board to review

***Approved IDOT FY19 budget amendment***

Approved claims

***Approved Resolution 2019-22 (Becky Marten 3% increase)***

***Approved Resolution 2019-23 (Joni Hansen 3% increase)***

***Accept/file Recorder's and Clerk of Courts May report of fees and Auditor's month-end reports***

***Accept/file MMP updates: Gleason Farms Inc-Chad's site #66867; D Gleason-Gleason Farms #61327***

BOS update: Heart of Iowa, New Opportunities, EMA and Valley Business Park meeting updates

Custodian Weston reported elevator inspection OK, new door restrictor in place by January 2020, will get quote

**Approve Nyhart Service Agreement for interim GASB 75 valuation**

**Tuesday, June 4, 2019 cont'd**

Discussed process involved for liability/property insurance quotes, will have official request for bids in November  
Dept memo with last June claim date sent out. Requested Auditor do JE to recode road vacation invoice to SR and Auditor to do JE to recode past Jan-June IT expenses according to Nelsen's notes  
Discussed review of budget-to-actual spending through June 4<sup>th</sup> and options for appropriations. GB reserves/budget cut concerns discussed, also reserves, wage increases, levy rates. Board agrees to monitor spending/budgets better  
Board presented bankruptcy notice from Windstream to Atty Jennings. She told them to shred it  
Atty requested payment of denied claim for drug dog memorial out of confiscated (equitable sharing) funds which had previously been denied. **Board gave approval for payment of claim**  
Board discussed budget line items with Atty. She said credit card scanner/computer were part of collections program and this will generate money which previously had gone to Cass County

**Tuesday, June 11, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam absent, Diana Munch, Joni Hansen, Doug Weston, Chris Erlandson, Miranda Bills, Dave Beane, Deb Campbell, Teresa Murray, Gary Riesgaard, Mitch Rydl, Dave Lake and Laura Bacon**

Approve agenda with deletion of hearing date and addition of Resolution of hire and Becker rock  
Custodial not happy about keeping Sups door shut as wants to run a/c and blow air out to cool hallway. Nelsen stated was recommended at active shooting training to keep door closed when room not in use. Will do elevator work June 25

Dept head meeting held and year-end spending discussed along with last claim date of June 18

Approved minutes of June 4, 2019 meeting

**Accept/file MMP updates: J Meiners #661440; Hansen Farms-Home Place #62063; Vanole Inc-VanAernam Site #64747; Madsen Barn-P Madsen #64624; Greenflash RE LLC-Jorgensen Site #64571; F Klocke #63745**

SR report: Right-of-way for upcoming culvert replacement, Becker rock no longer available, FEMA work, N36 plans, patching, dust control, truck bids and change of work hours July 4<sup>th</sup>

**Approved Resolution 2019-24 (hiring Steve Dentlinger SR Operator B Grade 2)**

**Approved Resolution 2019-25 (Faith Anthony increase \$17.03, Angela Baylor \$18.00)**

**Tuesday, June 18, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Todd Johnson, Courtney Nelson, Chris Erlandson, Dave Lake**

Approved agenda with addition of Public Notice

Custodian stated checking on costs of electronic thermostats/radiators. Approx cost \$43,000 to change out  
Sheriff Johnson requested pay for Tyler Thygesen as Interim EMA director and Tiffany Henkle as asst. Courtney Nelson asked why these are paid positions when they volunteered and why job was opened to others. Much discussion held with Johnson stated this is only temporary until someone hired

Approved minutes of June 11, 2019 meeting

BOS update: Valley Business Park and Region XII members

IT Erlandson discussed firewall purchase. Will advise if coming out of 2020 budget

Approved claims

Dave Lake discussed ICAP renewal, deductible amts \$1000/auto and \$5000/property

**Motion to approve ICAP renewal and new deductible rates**

**Approved public notice for FY20 budget amendment, hearing date 7-2-19 at 10 am**

**Approved recoding of E911/FCC notices**

**Approved deletion of Treasurer's Dell screen #2147 and desk phone**

**Accept/file MMP updates: J Linde-Linde Feeders #65395; D Lauritsen #62130; J Klein-JMK Finishers #65391**

**Approved utility permit for Guthrie County REC at 2527 Littlefield Drive**

Board stated they had verbally discussed/agreed to staff \$1/hr increases in Jan to elected official's request

**Tuesday, June 25, 2019**

**Attending:** Todd Nelsen, Rick Thompson, Gary VanAernam, Joni Hansen, Becky Marten, Todd Johnson, Melissa Thygesen, Duane Deist, Miranda Bills, Mitch Rydl, Michael Abildtrup, Deb Campbell, Laura Bacon  
Approved agenda. No custodial update. Approved minutes of June 18, 2019 meeting  
BOS update: DCAT, Partnership for Children, PH approved addendum and Hopes update, SWI Juvenile Emergency Services needing repairs to building  
Nelsen stated Sheriff had contacted Atty/HR Von Bokern on Emg Mgt issues and will discuss Henkle next week  
**Motion to approve compensation of \$5,000/yr to Tyler Thygesen for services of Interim EMA Director**  
Board contacted Atty's office on open records request received  
**Accept/file Megan Dentlinger dispatcher/jailer resignation letter**  
Sheriff discussed Dispatcher week-end scheduling and had talked to Von Bokern  
**Approved Union Letter of Understanding on dispatcher scheduling**  
**Approved Resolution 2019-26 (increase as-needed deputy Sheriff's to \$21/hr)**  
Acknowledged that Auditor had recoded SR road vacation notices back to Sup Dept  
**Motion to approve recoding road vacation notices to Supervisor's dept**  
**Approve JE to recode Board's counsel/shelter care invoices**  
**Approved Resolution 2019-27 (Deputy Recorder Carolyn Bruun's hourly rate)**  
**Approved Resolution 2019-28 (Outstanding warrants for more than one year)**  
**Approved Resolution 2019-29 (Appropriations Resolutions 2019-29)**  
TC to Simmering Cory & Iowa Codification on county ordinances  
SR update: rock hauling, FEMA, Viola bridge, patching, bridge replacements, NextEra, transport for new trucks, M Abildtrup inquired to whose responsible for cutting trees in ditches  
Board reviewed audit draft and will meet Wednesday, June 26 for special work session  
VanAernam gave Fairboard update. Discussed with Treasurer whether formal agreement between Treas and Fairboard on use of parking lot at Fairgrounds for CDL testing. Treas to draft agreement. Also questioned use of lot by CDL trainer out of Carroll

**Tuesday, July 2, 2019**

**Attending:** Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Mitch Rydl, Todd Johnson, Courtney Nelson and Deb Campbell  
Approved agenda with addition of Clerk of Court and Auditor month-end reports and interim EMA assistance  
Custodian stated 3E coming to service generator and give boiler update  
Approved minutes of June 25, 2019 and June 26, 2019 meetings  
**Approved claims. Discussion of wiring money for SR trucks before delivery date**  
**Accept/file MMP D Anthofer-Anthofer Family Farms ID#68601**  
**Approved Resolution 2019-30 (payroll deductions)**  
**Approved Resolution 2019-31 (economic development allocation \$30,447)**  
**Approved Resolution 2019-32 (tourism expenses and allocation)**  
**Approved Resolution 2019-33 (interfund operating transfers)**  
**Approved Resolution 2019-34 (concerning non-discrimination in employment)**  
**Approved/signed FY20 substance abuse prevention services agreement**  
BOS update: discussed rock stockpile locations, New Opportunities, 4<sup>th</sup> Judicial and Heart of Iowa meetings  
**Accept/file Clerk of Courts and Auditor's June month-end reports**  
Public Hearing on FY20 budget amendment held with no oral or written comments  
**Approved Resolutions 2019-35 (resolution adopting budget amendment for FYE 6-30-2020)**  
**Approved Resolution 2019-36 (amending Sheriff appropriation with \$578 increase)**  
**Approved Universal Pay Vouchers for JEO N36 and GR 15 and 17**  
Approved SR deletions #1011 drafting table, #1012 chair, #1025 Hon chair, #1028 walnut table top, #1213 Quincy air compressor, #1175 Lincoln 225 ARC welder  
SR update: wire transfer and proof of ownership, crews patching/culvert work, Viola 3 done, 120<sup>th</sup> St bridge open, contract rock going out, FEMA mtgs and NextEra update  
Motion to amend agenda to accept Sheriff's quarterly report  
**Accept/file Sheriff's quarterly report**  
Sheriff discussed paying Tiffany Henkle for volunteer work for EMA. Johnson talked to Atty. Concerns expressed on paying thru payroll vs accounts payable and also whether position will be/was advertised. Henkle does not request pay and is working within normal 8 hr day. Courtney Nelson questioned Henkle's position



**July 2, 2019 continued**

Board returned call to Rydl and he stated copies of titles and proof of purchase will be emailed when wire transfer is received for purchased trucks. Trucks will be transported to Audubon

Meeting recessed until 1 p.m.

Meeting reconvened at 1 p.m.

Treasurer Campbell said she had been advised to have Fairboard draw up contract Re: CDL training at fairgrounds  
Sheriff presented EMA bylaws and code requirements for EMA board membership and Board reviewed  
Board checked with Treasurer regarding Emergency Management Commission Trust Fund

**Tuesday, July 9, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Doug Weston, Miranda Bills, Gary Riesgaard, Deb Campbell, Chris Erlandson, Teresa Murray, Bob Nelson, Deb Umland, Lou Herbers and Laura Bacon**

Approved agenda with addition of Assessor credits, resignation, airport update, Region XII appointment

Custodian stated he was working on Sheriff's office air conditioner, elevator man coming tomorrow

Approved minutes of July 2, 2019 meeting

**Accept/file MMP Gleason Farms East ID#57666**

BOS update: Heart of Iowa, Historical Society, Region XII meetings

**Accept/file Recorder's June report of fees**

Department head mtg: County website, contacting Erlandson with new employees and when someone leaves

**Motion to approve \$8000 to Iowa Codification to recodify county ordinances**

Auditor discussed census partnership services, representative to meet with Board

**Board accepted resignation of Secondary Roads employee Steve Dentlinger**

**Board reviewed, approved and signed Assessor's 2019 allowed and disallowed credits**

**Motion to reappoint Laurie Gilbert as county rep to Region XII Regional Housing Authority Board end 9-30-20**

Nelsen left meeting at 10 a.m.

Lou Herbers reported on Audubon County Airport Authority annual update

Motion to recess until 1 p.m.

Reconvened meeting at 1 p.m. with Nelsen present

Board completed FY18 checklist and audit draft with Auditor and signed rep letter to State Auditor

Discussion with VanAernam on city mayor notification of EMA board membership requirements

**Tuesday, July 16, 2019 meeting**

**Attending: Todd Nelsen, Rick Thompson, Joni Hansen, Doug Weston, Todd Johnson, Mitch Rydl, Linda Wright and Deb Campbell. Absent Gary VanAernam**

Sheriff presented e-mail from State Auditor regarding paying interim EMA director and also let Board know that Tiffany Henkle does not want any payment for assisting with EMA billings

Approved agenda with addition of NeoGov

Custodian stated elevator had been repaired

**Motion to approve and correct Resolution 2019-3 (correction of start date)**

Approved minutes of July 9, 2019 meeting

SR update: meeting with City on low-head dam project, NextEra finish work, bridges and snow removal in Gray, culvert work, hauling rock and vendors that could transport trucks

**Approved Resolution 2019-37 (Cory Olds, Equip Operator B hiring)**

Linda Wright discussed census partnership information and Kelly Campbell will be county contact, discussed forming complete county committee for census

Motion to amend agenda to add Treasurer semi-annual report. Treas reviewed report and also investment update

**Accept/file Treasurer's semi-annual report**

Approved claims

Motion to amend agenda to approve construction permit Handlos-Bruch

**Accept/file Construction Permit for Handlos-Bruch in 13-81-36**

**Accept/file MMP updates for Sunburst Farms, ID#63968 and D Lauritsen-Jensen Farms ID#62131**

Board reviewed policies

**Tuesday, July 23, 2019 meeting**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Doug Weston, Kent Grabill, Mitch Rydl, Sarah Jennings, Laura Bacon**

Approved agenda with addition of weed commissioner update and MEI grant

Custodian reported elevator inspector had been here and he would be putting in new air conditioner

Chairman Nelsen reviewed TC from NeoGov on software for computer timekeeping

Approved minutes of July 16, 2019 meeting

EMA interim position discussed, procedures to follow for new employee

Board members had rec'd calls from VA citizens and Conservation Board had issued press release Re: VA group at park. Attorney stated Conservation Board governs the Park Director

**Board decided/authorized to override handbook exempt employee work hours/paid-time off/scheduling section for an exempt department head's timesheets**

Grabill gave Weed Commissioner's update, weed complaints, spraying of trees in ditches, hay at transfer station

TC to Heather Toft on grant application for MEI training

Discussion of flex time and handbook does not allow it

SR update: cracked boom on excavator, EWP low-head dam project, NextEra finish work, culvert work, hauling rock, patching and blading roads, 180 FEMA sites and 3 FEMA inspectors were here working

**Approved universal payment voucher for GR 15/17 bridge projects and voucher for N36**

**Approved Windstream utility permit for Douglas 17**

Board discussed with Atty payment for interim EMA position. Jennings stated By-Laws are stricter and more controlling than the Code. Atty will do more checking. Board gave Atty county-wide policies for review

**Tuesday, July 30, 2019 meeting**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Chris Erlandson, Miranda Bills, Doug Weston, Mitch Rydl, Shawn Paulsen, Joel Rattenborg, Renee Von Bokern via telephone and Laura Bacon**

Approve agenda with addition of resolution, Auditor's month-end and DP billing

Weston stated air conditioner in dispatch office done, got new chemical pump for boiler and discussed repairing bricks on memorial and will contact Roger Griffith

Board discussed exempt employees and if have own Board they would handle issues

Approved minutes of July 23, 2019 meeting

Board discussed government e-mails with Chris Erlandson and he will check into issue. Questioned Erlandson on splitting IT invoices. Bills will check notes from meeting and will get number of workstations from Chris

Nelsen left meeting at 9:30 and returned at 10 am

SR update: Paulsen and Rattenborg joined discussion regarding OT hours as set out in union contract

HR Von Bokern/telephone and Auditor discussed purpose of sick leave. Von Bokern will prepare modification of Article 5 and forward to Board and union rep. Credit card was increased to \$6000 to allow for transporting trucks but will return to \$5000 limit. EWP low-head dam project, NextEra finish work and FEMA work

Motion to amend agenda to approve utility permit

**Motion to approve utility permit for MidAmerican in Sections 18 and 19 Hamlin Twp**

Board discussed state auditor e-mail on EMA interim director. All decisions are by the EMA board

Approved cancellation of August 13, 2019 meeting

Chairman Nelsen will work with Heather Toft to submit MEI grant application

**Approved Substance Abuse Prevention SFY19 year-end report**

**Accept/file MMP updates: D Robinson-Klocke ID#64023; S Huegrich-Cumberland ID#63670; J Fett-Fett Barn ID#59766 and JEM Investments LLC-JEM ID#64782**

**Approve/file Resolution 2019-38 (Hungry Canyon dues \$3750 from Rural Basic to General Basic Fund)**

**Accept/file Auditor's July month-end reports**

Discussion held on splitting of invoices for IP Pathways per workstations

Board reviewed e-mail from HR Von Bokern on modification of Article 5 of SR union contract and agreed

Motion to start August 6 meeting at 9:30 am

**Tuesday, August 6, 2019 meeting**

**Attending Rick Thompson, Gary VanAernam, Joni Hansen, Becky Marten, Renee Von Bokern via email and Mitch Rydl. Todd Nelsen absent**

Approved agenda with addition of MMP for Brad Weber

**Tuesday, August 6, 2019 mtg cont'd**

Approved minutes of July 30, 2019 meeting

Approved claims

SR update: TC to HR Von Bokern on sick leave payout, confirms "before the age of 65" should be removed and she will provide replacement page. Doing culvert work, hauling rock, NextEra finish work, FEMA, excavator boom

Motion to amend agenda to approve Letter of Agreement for Article 5-OT for PPME Local 2003

**Approve signing Letter of Agreement modifying Article-5-OT with PPME Local 2003**

**Accept/file letter of resignation for Dale Wegner**

**Accept/file Clerk of Court's, Recorder's July reports**

**Accept/file MMP for Brad Weber, ID#62423; approved recommendation of approval for Lawrence and Doris Handlos, Handlos-Bruch site, ID#71333 application and draft letter of DNR**

BOS update: upcoming EMA meeting

**Tuesday, August 20, 2019 meeting**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Diana Munch, Doug Weston, Miranda Bills, Michelle Asmus, Sara Slater, Chris Erlandson, Faith Anthony, Mitch Rydl and Todd Johnson**

Approved agenda with addition of Substance Abuse Prevention contract. Approved minutes of August 6, 2019

Custodian discussed courtroom lights and cost of changing to LED bulbs

Recorder discussed IDPH audit and now required to keep all vital records locked up, refrigerator needs to be moved

Michelle Asmus addressed Board on Bible reading marathon. **BOS approved reading Sept 4-10 on CH grounds**

Sara Slater presented Tourism update, reviewed changes made

IT Erlandson discussed moving forward with firewall. **BOS approved funding for purchase of firewall**

BOS update: EMA position and DCAT meeting

**Approved Equitable Sharing Agreement and Certification.** Board discussed credit card charges and need for back-up and clarified credit card use with Atty's office personnel

**Approved Nyhart GASB 75 OPEB report for FY19**

MEI Heather Toft called regarding MEI grant application

Auditor discussed Tyler incode 10 financial program and current program will no longer be supported in future

Board called Ron Pieracci with Tyler Technology to set up demonstration

Motion to amend agenda to approve SWAP funding

**Motion to approve N36 plan. Approved Windstream utility permit for Lincoln 8 and 9.**

**Motion to approve Iowa DOT agreement for Bridge Federal Aid Swap Funding**

SR update: discussed cost sharing with City for low-head dam and funding, discussed complaint on condition of 7<sup>th</sup>

Avenue, culvert work, building up roads, hauling rock to wind tower sites, having to rerate and posting of bridges

Board discussed contacting Bob Josten with questions about adding completed wind towers to TIF

Approved claims

**Approved revision of handbook by taking out "before the age of 65" regarding sick leave conversion and to have acknowledgment distributed to employees**

Call from IDPH on MEI grant and Board to reapply for January training, awards to be posted on website

**Accept/file MMPs for L Handlos-Multi-Pig ID#61060; R Blomme-Cottonwood ID#63260; C Reischl-Resichl Farms ID#60480**

Discussion on insurance check from ICAP rec'd for drug dog and Sheriff Johnson stated it was for replacement costs. Board requested to Sheriff to be kept informed and check should have been issued in April

Board left message for Dave Lake at Community Insurance

Board called Nyhart regarding GASB 75 OPEB report for FY19. Report reviewed

**Board approved Nyhart GASB 75 OPEB report for FY19**

**Approved FY20 Substance Abuse Prevention contract**

Board requested Auditor's office contact Kingston to set up time to review ending balances

Thompson placed call to .Gov regarding payment of annual registration fee. DP Erlandson assisted in online setup

**Tuesday, August 27, 2019 meeting**

**Attending: Rick Thompson, Gary VanAernam. Absent Todd Nelsen. Others were Lisa Frederiksen, Diana Munch, Joni Hansen, Phil Mennenoh, Todd Johnson, Chris Erlandson, Mitch Rydl, Jami Schleimer, Scott Smith and Renee Von Bokern via telephone**

Approved agenda with addition of 6 MMP's. Approved minutes of August 20, 2019 meeting

**Tuesday, August, 27, 2019 cont'd**

BOS update: EMA hired Phil Mennenoh, E911 sign installation, Juvenile Emergency Services mtg in Council Bluffs  
**Approve/File Resolution 2019-39 (Dispatcher Shelby Phippen's reduction in hours)**  
**Accept/file MMP's: L Handlos-Tessman ID#65436; L Handlos-Andersen ID#62468; L Handlos-Arnold #67383; L Handlos-Shaw ID#64099; Handlos-Zaiger ID#62467; Clark Family Farms of IA-Amelia ID#65543; Newell Pig II LLP ID#61310**

IT Erlandson discussed firewall to be installed and reviewed invoice for firewall

**Approved signing papers regarding installation and block of hrs approved at previous meeting for firewall**  
**Approved amending agenda to approve National Voter Registration Proclamation and approved signing declaration and approve September as National Voter Registration month**

SR update: low-head damp project in progress, Scott Smith addressed Board on condition of road SW of Kimballton. Also passed along concerns with roads especially N on Heron. Discussion was held regarding the grading of gravel roads and windrows along sides of roads. Rydl stated roads need to be mowed and also reviewed dollars spent on bridges, paving and gravel over last 8 yrs

TC with Von Bokern in regards to upcoming retention election and list of SR employees needed before Monday Board instructed Rydl to process list. Rydl stated Todd Nelsen is working on updating FEMA policies

**Tuesday, September 3, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Joni Hansen, Becky Marten, Doug Weston, Mitch Rydl, Phil Mennenoh, Laura Bacon. Bob Josten via telephone**

Approved agenda with addition of custodian update

Custodian Weston updated on LED lightbulbs for Courtroom, estimate for DP room divider from Sunds Roofing

Approved minutes of August 27, 2019 meeting and amend agenda for Recorder's report of fees

Approved claims

**Approved Audubon Urban Renewal Report for FY 2018-2019**

Board discussed including CH improvements to an amended urban renewal plan

**Accept/file resignation from Bob Gust**

**Accept/file Recorder's report of fees for August**

Board will obtain credit card for EMA Director Mennenoh

SR update: back to regular work hours, options for culvert at 230<sup>th</sup> and Crane, working on low-head dam project, rocking roads, doing field entrances, Roadside spraying

**Approved Universal Pay vouchers to JEO for Greeley 15/16 and N36**

**Approved MidAmerican utility permit for 1996 270<sup>th</sup> street**

**Approved Resolution 2019-40 (Jacob Palmer to Equip Operator B, \$19.27 with benefits)**

Nelsen stated of need to take FEMA policies to Attorney for review

Discussion held on urban renewal plan update and call to Bob Josten. Also asked about TIF funds for CH improvements. Board stated Debt Service levy would work and then would keep TIF for roads. Josten voiced his opinion and will work on amendment

**Tuesday, September 10, 2019**

**Attending: Todd Nelsen, Vary VanAernam, Rick Thompson, Lisa Frederiksen, Joni Hansen, Doug Weston, Mitch Rydl, Chris Hemmingsen, Kent Grabill, Bob Nelson, Todd Johnson, Deb Campbell, Teresa Murray, Miranda Bills, Deb Umland, Sarah Jennings, Laura Bacon and Western Iowa Wireless representative**

Approved agenda and minutes of September 3, 2019 meeting

Custodian Weston updated the Board on boiler recovery tank, breakers, downstairs lights, converting thermostats

**Approved tentative agreement between County and PPME Local 2003 Union**

**Accept/file Clerk of Courts report of fees and Auditor's month-end reports. Approved additional Homestead and Military disallowed applications**

Department head meeting: discussion on postage meter and Recorder stated machine unavailable when her office closed, location for refrigerator was discussed and hours for EMA office

Roadside Grabill discussed purchase of boomless sprayer for roadside use and upcoming public hearing

**Approved Resolution 2019-41 (Engineers office purse grant funding for upgrade of chemical sprayer)**

SR: low-head damp project, Hungry Canyon meeting, EWP funding process and money available, crack sealing, painting highway markings, concrete patching. Rydl reviewed DOT annual report

**Approved deletion of EMA Dell desktop PC, asset #2175**

**Tuesday, September 10, 2019 cont'd**

Board discussed insurance claim reimbursement process with Auditor. She stated State Auditor reported claims need to be public record and receipted in the proper fiscal year. Agent to take direction from Board only on billings/claims/checks.

**Board approved deletions: #0673 and #0795, EMA brown chairs; #0794 orange secretary chair; #0668 worn gray chair; #0461 law library wooden bookcase 36x6 with 6 shelves**

Rep from Western Iowa Wireless met with Board and Sheriff to inquire about using county tower at the CH to put box on it for a signal. Sheriff voiced concerns regarding structure and load capability. Board declined request

**Tuesday, September 17, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Joni Hansen, Becky Marten, Amy Renze, Mitch Rydl, Dave Lake, Deb Campbell and Laura Bacon**

Approved agenda with addition of tree complaint and Fairboard contract

Amy Renze, AFLAC district manager stated she will be the County's new contact

Approved minutes of September 10, 2019 meeting

SR: Discussion held regarding storm damage in county areas and within city limits and proper procedures. Eng will meet with Sheriff on this. Crew leaders at mtgs, hauling rock, rock on shoulders, Roadside spraying, installing stop signs.

Board discussed complaint on spraying of trees and Rydl will forward to Roadside Grabill

Thompson updated Board on homes being built in prisons for Region XII, upcoming changes with Heart of Iowa

Approved claims

Amend agenda to add Sheriff deletions

**Approve deletions: Sheriff's air conditioner #2493, Dell computer #2493, Clerk of Courts 3M reader printer**

**Approved contract with Insurance Strategies for reporting for 509A**

***Accept/file resignation of Faith Anthony, Attorney staff***

Board reviewed ICAP endorsements. Dave Lake met with Board to explain. Board questioned checks being made out to E911 and Audubon County. Lake discussed requirement by county of Errors and Omissions for M&M service and grant money available to county

Board will contact Northland Public Finance to set up phone conference

Treasurer discussed contract with Fairboard on use of fairgrounds for driver's license testing/training

**Tuesday, September 24, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Joni Hansen, Diana Munch, Doug Weston, Chris Erlandson, Duane Tessman, Gary Wegner, Deb Campbell, Todd Johnson, Mitch Rydl and Laura Bacon**

Approved agenda with addition of deletion of Clerk's wall unit and SR dump trucks, and new DP servers

Custodial update; Repairs to restroom, boiler and recovery tank and updated Board on chemical pump

**Weston discussed letter of resignation with Board**

IT Erlandson updated Board on repairs to their laptop, servers needed, internet services available

***Approved purchase of new servers from IP Pathways***

Tessman, Wegner and Treasurer Campbell discussed abatement of property taxes for Ross Calvary parsonage

***Approved abatement of property taxes for Parcel #05-05-04-110-370 Ross Calvary parsonage***

Approved minutes of September 17, 2019 meeting

BOS updates: Workforce Development-Region XII mtg and changes to region, Iowa Juvenile meeting and money being returned to county, Tourism meeting and Partnership for Children meeting

Sheriff met with Board

***Approved Resolution 2019-42 (hiring Kenedee Turner PT dispatcher-jailer)***

***Approved Resolution 2019-43 (hiring Amanda Doherty as needed dispatcher/jailer)***

Board discussed bids for bookcase, will post notice for bids

SR: quality of gravel, low-head dam project and sharing costs with City, DOT requirements for installing stop signs and no stop sign being placed at Nighthawk & 130<sup>th</sup> as doesn't meet criteria, working on N36, field entrances, culverts, pulling up shoulders, misc and discussed wind towers

***Approved deletion of Clerk of Court's 120 drawer metal wall unit***

***Accept/file MMP updates: B Klocke ID#67953; M Halbur ID#59813; NJO LL-Beck #64957; L Handlos-Ranch S ID#64829; Roanoke LLC #62111; Hatteras LLC#60813; Berg Sow ID#58065; Greenflash II ID#60791***

**Tuesday, October 1, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Joni Hansen, Doug Weston, Phil Mennenoh, Chris Erlandson, Mitch Rydl, Miranda Bills, Laura Bacon**

Approve agenda with addition of custodial ad and DNR legal notice

Custodian reported he is working on the chemical pump for the boiler

Approved minutes of September 24, 2019 meeting

EMA Director Mennenoh discussed Iowa Dept of Homeland Security Audit that was completed and stated he had been in touch with EMA Director Bob Kempf of Guthrie County. Discussion held regarding flooding, contacts, radios and cost of switching over to new radios

Approved claims

**Accepted report/certificate with Insurance Strategies for the reporting for 509A**

IT Erlandson discussed Statement of Work regarding installation and cost of new servers. Also discussed buying blocks of time for services and that he could not repair Supervisor's laptop

Board: discussed painting of BOS room and will wait until later, Region XII Workforce Development mtg, ACED move to temporary location, culvert tour, 4<sup>th</sup> Judicial District mtg, New Opportunity mtg

**Accept/file MMP update for Larry Jo & Kyle Hinners ID#65590**

SR update: update on rock shortage, not able to acquire stockpile with need for roads, quality of rock from various quarries, Rydl had mtg with City and JEO on low-head dam project, shouldering, patching, hauling contract rock

**Approve deletion of Sheriff's Gestetner copier**

**Approve/accept resignation of Custodian Doug Weston**

**Approve ad for custodial position**

Board discussed DNR legal notice in Atlantic paper on property in Exira. Thompson had talked to concerned party Recorder Bills discussed recording fee that Board had received

**Tuesday, October 8, 2019**

**Attending: Todd Nelsen, Rick Thompson. Absent Gary VanAernam. Others present were Diana Munch, Joni Hansen, Deb Campbell, Phil Mennenoh, Chris Erlandson, Mitch Rydl, Kent Grabill, Gary Riesgaard, Teresa Murray, Miranda Bills, Linda Worley and Laura Bacon**

Approved agenda with addition of Audubon month-end reports

Treasurer Campbell discussed access to offices when closed for training when not an emergency

Approved minutes of October 1, 2019 meeting

BOS update: upcoming ACED, Valley Business Park, Region XII-Iowa Workforce Development meetings

EMA Director Mennenoh asked about disposal process for assets

Dept head mtg: Teresa Murray stated county rec'd 5% wellness discount, notices for office closing will get opinion from County Atty, refrig to be moved to Clerk of Court's office and also PHN has refrig for use, IT Erlandson discussed fiber service to CH by Aureon and new wiring to be completed before obtaining new telephone system

**Motion to approve Statement of Work for the new servers**

Grabill discussed weed commissioner annual report and discussed increased time for weed commissioner duties

**Approved Weed Commissioner annual report**

SR: crop damage, land acquisition for culvert placement, maintaining, spotting rock and ready for snow

Rydl discussed: request for transfer City Weir project, instructed to proceed with agreement for field entrance, call from JCG regarding culvert project and how crop damage or land acquisition is determined

Linda Worley discussed concerns as a result of vandalism over Labor Day to her RV parked at Littlefield Park

**Accept/file Clerk's September report of fees, Recorder's Sept report of fees, Auditor's Sept month-end reports**

**Board opened bids for bookcase and accepted bid of \$110 from Janell Bluml**

**Accept/file Audubon Public Library 2019 survey**

Treasurer discussed Notice of Expiration of Right of Redemption for property in City of Audubon

**Approve a Second Tier Canvass on November 19, 2019 at 1 pm for City/School Elections**

**Tuesday, October 15, 2019**

**Attending: Rick Thompson, Gary VanAernam. Todd Nelsen Absent. Others present: Diana Munch, Joni Hansen, Phil Mennenoh, Mitch Rydl, Kent Grabill, Ron Pieracci, Mark Workman, Latrese Loftin and Laura Bacon**

Approve agenda and amend to approve Community Foundation Grant and minutes of October 8, 2019 meeting

EMA Director Mennenoh presented Gary VanAernam information papers

Approved claims

**Tuesday, October 15, 2019 cont'd**

*Accept/file Sheriff's quarterly report for July-September*

**Approve agreement to serve as Fiscal Sponsor for Community Foundation Grant**

BOS: Juvenile Justice, WESCO and Heart of Iowa meetings updates

*Approved Resolution 2019-44 (hiring Cory Buck FT roadside/non-union)*

SR: working on field entrances, repairing road wash outs, hauling rock, bridge inspections, working on low-water crossing. Also discussed Next Era reimbursement, easement work and Homeland Security requirements for FEMA  
Nelsen joined meeting at 11 am

Ron Pieracci, Mark Workman and Latrese Loftin of Tyler Technologies discussed Tyler Incode 10 financial software and gave a presentation

**Monday, October 21, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Lisa Frederiksen, Diana Munch, Sarah Jennings and Bill Cramer**

Approved agenda

Atty Jennings briefed Board on her new employee

*Approved Resolution 2019-45 (Hilaree Walter, FT County Atty legal assistant)*

Adjourn meeting at 8:15 am

Reconvened with discussion on custodial applications/interviews and discussion with PT Custodian Cramer

**Tuesday, October 22, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Joni Hansen, Becky Marten, Chris Erlandson, Kent Grabill, Mitch Rydl and Laura Bacon**

Approved agenda with addition of October 21 minutes, Flex renewal, procurement and fraud policies and application process

Approved minutes of October 15, 2019 and October 21, 2019 meetings

BOS update: WESCO, DCAT and Valley Business Park meetings

Board discussed back-up needed for claims for retirement sick leave for purchase of insurance, block of time purchased from IP Pathways and IT Erlandson will get info needed for invoices, request for the county offering disability or vision insurance, ordinances procedures

*Approved corrected Resolution 2017-3 (assigning ending balances)*

*Approved Resolution 2019-46 (assigning ending balances)*

Weed Commissioner Grabill and Chairman opened Public Hearing on cost of weed destruction/reimbursement collection. No oral or written objections were received. Grabill reviewed process involved.

**Board approved to assess the costs of weed destruction of \$921.46 to Parcel #05-11-04-004-240**

Amend agenda for Windstream utility permit

*Approve utility permit for Windstream, Leroy 25*

SR update: discussion on curb on 190<sup>th</sup> St W of Hwy71 and water overflow, culvert work, stockpile rock for bridge project, bridge work and bridge inspections

**Approved Audubon County Procurement Policy (policies available in Auditor's office)**

**Approved deletion of PHN asset #650 wooden desk**

**Approved Audubon County Fraud Reporting Policy (policies available in Auditor's office)**

*Approved/file MMP updates: Sunburst Valley Farms LLC, A Juergens-Moonlight ID#64179, AMVC RE LLC, ALKAJA LLC-formerly Lange Hog LLC ID#65042, Nick Smith-N&J Smith Farms LLC ID#65024. Lawrence Handlos, Handlos Ranch ID#60990*

*Motion to approve 2020 Flex Renewal Plan*

Board discussed application procedures

**Board approved forming hiring committee comprised of Board Chairman, Auditor & Sheriff to review custodial applications**

**Tuesday, October 29, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Lisa Frederiksen, Joni Hansen, Becky Marten, Kent Grabill, Mitch Rydl, Deb Campbell, Chris Erlandson, Teresa Murray, Bill Cramer. Bob Josten and Renee VonBokern via telephone**

Approved agenda with addition of courtroom lights, refrigerator, snow removal and battery back-ups

*Approved Kent Grabill as Weed Commissioner for period beginning 1-1-2020 through 12-31-2020*

**Tuesday, October 29, 2019 cont'd**

***Motion to accept resignation of crew leader Eddie Steffes effective November 8, 2019***

***Approve UVP for JEO for GR15 and 17 projects***

***Approve Resolution 2019-47 (ordinance to establish policy for construction/reconstruction of roadways and bridges on SR system, public hearing notice)***

SR: bridge work and inspections, repairs to motor graders and warranties, snow removal

Approved minutes of October 22, 2019 meeting. No BOS updates

Treasurer discussed Tyler financial program presentation, scanning option. Also assets her office no longer needs

Board discussed cost of drone not covered by grant, Sheriff and SR will split cost

TC to Bob Josten and discussed proposed Urban Renewal Plan amendment. Discussed 6 proposed projects, grants to communities, bonding capacity and financial advisor services regarding TIF

PT Custodian Cramer asked status of hiring and discussion was held regarding snow removal. Discussed light in the courtroom not working and also refig being moved to Clerk's office

IT Erlandson discussed purchase of battery back-ups, extra keyboards in computer room

Amend agenda to approve revised DOT agreement

***Motion to approve Revised Iowa DOT Agreement for Bridge Federal Aid SWAP Funding***

***Motion to accept resignation of Deputy Jon Spunaugle effective November 5, 2019***

Chairman Nelsen will contact Sheriff on repayment of training expenses and about additional amount for drone

Board stated not interested in employee paid disability or vision insurance at this time

Board and Auditor discussed snow removal and possibility of hiring snow removal for week-ends and nights. Also discussed locking of CH and committee to review applications, interviewing, how other counties handle custodial duties and hiring

**Approved placing ad for snow removal at courthouse**

Discussed pop and candy machines. Teresa Murray stated Wellness Committee had requested a healthy snack/drink vending machine. **Nelsen read message that Doug Weston had turned the keys to pop machines over to M Thygesen and he had sold her the candy machines.** Murray will contact vending company and move forward with healthy choices in machines

Board contacted Renee Von Bokern and discussed payroll questions on sick time not counting toward overtime

**Tuesday, November 5, 2019**

**Attending: Rick Thompson, Gary VanAernam. Absent Todd Nelsen. Others present: Lisa Frederiksen, Joni Hansen, Chris Erlandson, Hilaree Walter, Janell Bluml, Mitch Rydl, Dave Lake, Renee Von Bokern via telephone and Ron Pieracci via telephone.**

Approve agenda with additions of Clerk's report, IT update and lock out/tag policy

Approved minutes of October 29, 2019 minutes

IT Erlandson discussed break-out of workstations and they are all covered with anti-virus. Androids do not need it

Chairman stated interviews for custodial position will be this week

**Approved advertising for rental of county owned farm ground**

Notified Atty office to start process of requesting refunding of deputy training expenses

TC to Von Bokern to clarify articles modified by the letter of understanding regarding OT for dispatchers. Elected official would have to approve any variation of hours

Approved claims

BOS update: upcoming Region XII and ACED meetings

**Approved the allowance/disallowance of the 2019 family farm applications**

***Accept/file Recorder's Oct report of fees, Clerk of Court's October report of fees***

TC to Ron Pieracci of Tyler Technologies and he will meet with Board at next meeting to answer/clarify concerns

***Approved Windstream utility permits for 2219 250<sup>th</sup> St and 1464 210<sup>th</sup> Street***

***Approved revised Lockout-Tag Out Policy***

SR: Rydl wants to review projects in current urban renewal plan. Crews working on culverts, blading, spotting rock, bridge inspection reports and bridge work. Rydl stated have 2 insurance claims, tire blew out and one regarding damage to telephone pedestal and they have been turned over to ICAP

Dave Lake gave Board check towards wall in computer room. He discussed why checks issued to the county are made payable to Audubon County and E911 and what would be involved and cost of separating E911 from these  
No changes will be made. Lake briefly discussed workers compensation



**Thursday, November 7, 2019**

**Attending: Todd Nelsen, Rick Thompson. Absent Gary VanAernam. Others present: Lisa Frederiksen and Todd Johnson**

Approved agenda with addition of discussion on repayment request of former deputy sheriff on training reimbursement to the county

**Motion to reschedule the second-tier canvass of November 5 election to Monday, November 18**

Meeting change was done to accommodate school board meetings being conducted that evening

Former deputy request to extend repayment of training expenses will be discussed at next meeting

Interview committee made recommendation to Board for vacant custodial position

***Board accepted recommendation of the committee to make offer to John Hansen, Jr for FT custodial position***

Brief discussion on status of urban renewal plan amendment currently being proposed

**Tuesday, November 12, 2019**

**Attending: Todd Nelsen, Gary VanAernam, Rick Thompson, Lisa Frederiksen, Joni Hansen, Diana Munch, Becky Marten, Todd Johnson, Deb Umland, Teresa Murray, Phil Mennenoh, Gary Riesgaard, Miranda Bills, Chris Erlandson, Mitch Rydl, Deb Campbell, Sarah Jennings, Ron Pieracci, Chris Hemmingsen and Joan Becker via telephone**

Approve agenda with addition of attorney staff salary

Approved minutes of November 5 and November 7, 2019 meetings

BOS update: ACED, WESCO and upcoming DCAT meetings

Dept head meeting: discussion of extra keyboards, 5% wellness discount, drone and jail tours were discussed

***Accept/file Auditor's October month-end reports***

Atty Jennings discussed 3 yr grant received for Victim Witness program and additional duties Angie Baylor will have. Requesting that a portion of grant money be used for increased wages for Baylor. Also discussed procedure for approving an ordinance

SR update: working on low-water crossing, snow fence, snow removal, repairs to 2 motor graders under warranty

Public hearing on Construction of Roadways and Bridges was held

***Motion to approve first reading and waive 2<sup>nd</sup> and 3<sup>rd</sup> readings and approve Ordinance No 2019-1 (policy for construction & reconstruction of roadways and bridges)***

Sheriff presented quotes for new Tahoe

**Board approved low quote of \$21,500 for 2020 Tahoe with trade from Pat Kaiser's Christiansen Motors**

Ron Pieracci of Tyler Technologies reviewed a proposal for the Incode 10 financial program

***Approved Resolution 2019-48 (hiring John Lee Hansen, FY custodian)***

**Wednesday, November 13, 2019 Special Meeting**

**Attending: Todd Nelsen, Rick Thompson and Diana Munch. Absent Gary VanAernam**

Approved agenda

Board convened at Official Board of Canvassers for the first tier canvass of City/School Elections held 11-05-19

Board canvassed from cities of Audubon County: Audubon, Exira, Brayton, Gray, Kimballton and the following

schools: Adair-Casey, Atlantic, Audubon, Coon Rapids-Bayard, CAM, Exira-EHK, Guthrie Center and Manning

**Board instructed Auditor's office to forward abstracts, results and certificates on to City Clerks and School**

**Secretaries and Auditor/Commissioner of Elections that are in the control counties for such schools**

**Monday, November 18, 2019 Special Meeting**

**Attending: Todd Nelsen, Rick Thompson and Diana Munch. Gary VanAernam absent**

Approved agenda

Board canvassed votes from Nov 5, 2019 City/School Elections for 2<sup>nd</sup> tier canvass.

**Board instructed Auditor's office to forward abstracts, results and certificates to School Secretaries of each school district that Audubon County Auditor is the control county for**

**Tuesday, November 19, 2019 Meeting**

**Attending: Todd Nelsen, Rick Thompson, Joni Hansen, Becky Marten, Chris Erlandson, Bill Cramer and Mitch Rydl. Gary VanAernam absent**

Approved agenda with additions of SR utility permits, IT update, custodial hours

Approved minutes of November 12, 2019 and November 13, 2019 meetings

IT Erlandson discussed obtaining a proposal from Aureon for internet services, he will schedule meeting

**Tuesday, November 19, 2019 cont'd**

Approved claims

BOS mtgs report: Partnership for Families, Heart of Iowa, WESCO and landfill meetings

**Accept/file MMP update for Sporrer Farms-Dave and Gary Sporrer ID#56341**

Custodian Cramer discussed snow removal and building checks on week-ends and holidays

Discussed proposal for Incode 10 from Tyler Technologies. **Motion to approve proposal for Incode 10**

**Approved offer to purchase/agreements for GR15 & 17 BROS-SWAPC0005(54) with Jev-Mar Farms, Inc and Raymond Coglon**

**Approved utility permits: MidAmerican Energy at 1906 170<sup>th</sup> st; MidAmerican Energy at 1965 140<sup>th</sup> St; MidAmerican Energy at 2166 Heron Place**

SR update: snow fence, low water crossing, ditch cleaning and field entrances, discussed extended warranties on motor graders and purchasing of rock

Board called Ron Periacco of Tyler Technologies and left message

**Tuesday, November 26, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Miranda Bills, Mitch Rydl, Jamie Schliemer, Mike Ruddy. Telephone calls with Bob Josten, Jon Spunaugle and Sarah Jennings**

Approved agenda with additions of Molly's Class B wine permit

Auditor Frederiksen discussed process of insurance claims and proper notification of offices. Will prepare form

Approve minutes of November 18, 2019 and November 19, 2019 meetings

BOS update: Windtower Phase 2 update, Heart of Iowa and landfill meetings

Recorder Bills discussed Amazon account and timeliness of invoices submitted for payment

**Motion to approve deletion of Recorder's 8-drawer metal file cabinet**

Board called Bob Josten on Urban Renewal Plan Amendment and Josten is working on it

Auditor reviewed TIF debt certification. **Board approved TIF debt certification**

Discussion/TC to Jon **Board approved collecting training fees in full with 1 payment from Jon Spunaugle**

**Approved Class B wine permit for Molly's**

**Approved deletion of Sheriff's asset 2015 Chevrolet Tahoe and #2224 battery backup, #0369 white board**

Board discussed split of Incode 10 costs and license agreement, more discussion later and with departments

Lengthy discussion proposed wage increase for attorney office employee. Budget Director discussed info on previous grants, concerns with other employee's wages/increased duties. TC to Atty Jennings for continued discussion. She stated already submitted grant with \$8320/yr wage increase for employee. Atty wants employee to receive same as Cass County victim witness emp. Stated employee does not take family insurance

**Board informed Attorney she is responsible for air conditioner expense**

Mike Ruddy requested permission to photo combine accident and Board approved

SR update: Rydl notified Board of contacting ICAP on bridge collapsing with combine. Also discussed purchase of rock from Ft Dodge at \$24/ton

**Approved utility permits: Aueron in Leroy Twp 210<sup>th</sup> St and Western Iowa Power Coop Lincoln Twp, Sec 5, Puck**

SR update: low-water crossing isn't completely finished

**Approved Resolution 2019-49 (Angie Baylor \$22/hr)**

**Tuesday, December 3, 2019 meeting**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, John Hansen, Mitch Rydl, Amber Holm**

Approved agenda with addition of Recorder's report of fees. Approved minutes of November 26, 2019 meeting

Hansen gave custodial update and he would prioritize building repairs needed, clock adjusting

Approved claims

Reported ACED has moved back into their office

**Approved UPV for JEO for GR15 & 17 bridge projects**

**Motion to award contract to Henningsen Construction for 05-C006-071, N36, \$1,877,582.40, and to sign performance bond**

SR update: discussed county bridges, discussed need of transfer when rock bill from Ft Dodge comes through Amber Holm/Elderbridge Agency on Aging gave annual report, 1296 meals served in Audubon County FY19

**Accept/file Recorder's Report of fees**

**Approved Resolution 2019-50 (Family premium may be pre-taxed)**

**Tuesday, December 3, 2019 cont'd**

Auditor discussed percentage of raises given regarding grant received by attorney's office  
Board discussed Incode 10 department splits. Will review at next meeting

**Tuesday, December 10, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, John Hansen, Tiffany Henkle, Chris Erlandson, Ron Schmudlach, Mitch Rydl, Chris Hemmingsen, Dave Beane, Teresa Murray, Deb Umland, Miranda Bills, Deb Campbell, Jami Schleimer, Sara Slater, Derrick Osman, Sarah Jennings and Sue Olsen**

Approved agenda and minutes of December 3, 2019 meeting

Custodial update discussed storage of items and obtaining bids for controls for the boiler

Board opened bids for the county farm ground

***Motion/accept bid from Matt Chambers of \$337.39/acre for 57.5 acres for 3-yr period***

R Schmudlach/Aureon and IT Erlandson met with Board and reviewed internet services to CH and estimated costs of installation. Discussion on new phone system. Will prepare options

Dept head mtg: timely claim submission, replacing Christmas tree, Wellness money for Christmas potluck meat, budget worksheets, need for budget amendments

Sara Slater addressed Board/Rydl on Visioning project, enhancing entry signs to Audubon. Will apply for grant

Eng Rydl and Derrick Osman discussed motor grader lease to own agreement with county/reviewed various options through CAT Financial

Motion to amend agenda to add approving Notice to Bidders for fuel bids

**Motion to approve Notice of Publication for fuel bids**

SR update: Rydl discussed need for budget amendment for purchase of granular and hauling. Closing of Lincoln 12 bridge, cutting trees, stockpiling rock and upcoming conference, NextEra will be bringing equipment in

Discussed split of costs for Incode 10 software and license agreement

**Motion to split costs: 50% DP, 42% Secondary Rds and 8% Assessor for purchase/m/a Incode 10 program**

TC to Jon Spanaule regarding repayment of training expenses, message left

Deputy Auditor Munch reviewed request regarding 509A insurance benefits. Board stated they only reimburse health insurance premiums according to current handbook for retirees

***Accept/file Auditor's November month-end financial reports and Clerk's Report of Fees***

Atty Jennings and Sue Olsen reviewed the Victim Witness grant with Board, exp allowed, reporting process and claims submission process of VOCA funds

Board instructed Auditor's Office to send memo on upcoming budget amendment and FY21 budget forms

**Tuesday, December 17, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, John Hansen, Todd Johnson, Melissa Thygesen, Mitch Rydl, Matt Madsen via telephone**

Approved agenda with addition of Sec Road resolution of hire. Approved minutes of December 10, 2019 meeting

Custodian Hansen discussed items in DP room to be disposed and also air conditioner. Radiators not working and will be repairing the

Motion to amend agenda to add deletion of air conditioner

**Approved deletion of Attorney's air conditioner #1003**

Board contacted Chris Erlandson on server invoice and also on disposal of DP items

**Board approved ad for publication for appointments to various boards**

Sheriff Johnson and Melissa Thygesen discussed dispatcher hours and deputy concerns. Also Spunaule repayments

***Motion to accept resignation of Dispatcher Shelby Phippes***

***Approved change of 2 one-half dispatchers to one FT position and approved if necessary to pay out contract of potential new Deputy***

BOS update: EMA meeting and upcoming E-W Nishnabotna and 4<sup>th</sup> Judicial District meetings

SR update: tree cutting, culvert work, Lincoln 12 bridge, hauling rip-rap, stockpiling rock. NextEra will be doing maintenance work Jan-March. Discussed public records request and ICAP settlement

***Motion/approved ICAP settlement #9471020 with Jake Elmquist***

***Approved Resolution 2019-51 (hiring Brandon Hansen, Grade 4 crew leader)***

Approved claims

Auditor discussed family contribution rate towards health insurance and also the possible partial deferred comp offering to employees. Board stated no changes at this time

**December 17, 2019 cont'd**

**Board rescinded Resolution 2019-49 (Angie Baylor \$22/hr VOCA grant)**

Recessed at 1 p.m.

Reconvened at 1:29 pm and TC to Matt Madsen on his budget

Board worked on budgets

Thompson left meeting at 2:30 p.m. and Board adjourned at 2:56 p.m.

**Monday, December 23, 2019**

**Attending: Todd Nelsen, Rick Thompson, Joni Hansen, Chris Erlandson and Phil Mennenoh**

Approved agenda

***Approved signing Simmering-Cory/Iowa Codification proposal letter for ordinance codification***

Board worked on budgets

**Tuesday, December 31, 2019**

**Attending: Todd Nelsen, Rick Thompson, Gary VanAernam, Becky Marten, John Hansen, Todd Johnson, Mitch Rydl, Sarah Jennings and Sue Olson via telephone and Bohlmann & Sons Sanitation via telephone**

Approved agenda with addition of opening bids for green metal stand

Custodian Hansen stated that Todd Wanninger of Carroll Controls had inspected radiators. Changing controls would be a very expensive project requiring increased voltage to radiators. Suggested refurbishing and will give estimates.

Also relayed Teresa Murray requested toilet be replaced in closet in her office. No action taken

Approved minutes of December 17, 2019 and December 23, 2019 meetings

***Accept/file MMP updates for Jason Christensen ID#57968 and Delbert Christensen-CHMD Pork #60619***

***Approved Connie Esbeck for 5 yr term on Conservation Board ending 12-31-2024***

***Reappointed Gary VanAernam to 4<sup>th</sup> Judicial District Dept of Correctional Services Board of Directors for 2020***

TC to Bohlmann & Sons on CH trash removal. ***Approved extending contract through 12-31-2020***

***Approved utility permit for MidAmerican Energy at 1906 170<sup>th</sup> Street***

***Approved AU10 Professional Agreement Bridge Plans with JEO***

Opened fuel bids. ***Approved fuel bid for Agriland FS for Secondary Roads***

SR update: Lincoln 12 bridge, recent road damage by delivery trucks, sanders in, trading of road graders and will get estimates, doing budget work. Rydl discussed budget amendment and explained expenditures and revenues

**Board set January 7, 2020 at 1 p.m. for budget meeting with Secondary Roads**

Discussed VOCA grant with Attorney and then telephone call made to Sue Olson with VOCA grant. Baylor to document her 100% time on victim witness program. 3 yr grant with no raises to Baylor during this 3-yr period.

Atty will prepare resolution and \$22 wage will be retroactive to Dec 10, 2019 when becoming 100% victim witness

Board made decision to stay with ICAP insurance at present time

Atty discussed Compensation Board recommendations, how to handle legally. Suggested Comp Board meet with BOS to discuss recommendations

***Awarded \$40 bid to Carolyn Bruun for green metal typewrite stand***

Sheriff joined meeting and explained employee changes

***Approved Resolution 2019-52 (hiring of Kate Lebeck, FT dispatcher)***

**Accepted resignation of Deputy Nathan Tibbets effective January 9, 2020**

**Approved Class C liquor license for Darrell's Place**

**Approved deletion of DP assets: #2389, #2126, #2134, #0984, #2095 (towers, monitors, workstations)**

Amend agenda to add DP block of hours

***Motion to approve Tier Two block of hours with IP Pathways***

Motion to recess at 12:25 p.m. and will reconvene at 1:30 p.m. for budget work

Reconvened at 1:30 p.m. to do budget work and adjourned at 4:10 p.m.

SUPERVISOR'S MINUTE BOOK 2019

January 2, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Board Clerk Joni Hansen. Present were Todd Nelsen, Gary VanAernam and Rick Thompson. Others present were Joni Hansen, Becky Marten, Doug Weston, Laura Bacon, Deb Campbell, Miranda Bills, Jerry Kelly, Sarah Jennings, Peggy Smalley, Ashley Madsen, Mitch Rydl, Rick Bohlmann and Teresa Murray.

Joni Hansen, Clerk to the Board, called the meeting to order. Motion-VanAernam Second-Thompson to appoint Todd Nelsen as Chairman of the Board and Rick Thompson as Vice-Chairman. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the agenda with the addition of Ashley Madsen. Vote-all in favor.

Doug Weston gave the custodial update and discussed original lights in the courtroom.

Todd Nelsen swore in Gary VanAernam as Supervisor, Miranda Bills as Recorder and Deb Campbell as Treasurer. No Board of Supervisor meeting update.

Motion-VanAernam Second-Thompson to accept and place on file a MMP for Jerry Schultes, ID#60937. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP update for Delbert Christensen, ID#60619. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the deletion of Assessor asset #749, typewriter. Vote-all in favor. Todd Nelsen swore in Sarah Jennings as County Attorney.

Motion-Thompson Second-VanAernam to approve the minutes of the December 26, 2017 meeting. Vote-all in favor.

Ashley Madsen met with the Board to inquire as to which room is to be used for the lactation room. The Board along with Madsen and Teresa Murray viewed possible rooms within the courthouse.

Motion-Thompson Second-VanAernam to appoint Peggy Smalley to the Conservation Board for a five year term. Vote-all in favor.

Mitch Rydl gave the Secondary Road update and reviewed work orders. His crews have been cutting brush and digging ditches.

Motion-Thompson Second-VanAernam to approve each Tuesday at 8:30 a.m. for Board of Supervisor meetings. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the courthouse holidays for 2019 as follows: Memorial Day, May 27; Fourth of July, July 4; Labor Day, September 2; Veteran's Day, November 11; Thanksgiving Day, November 28; Friday after Thanksgiving, November 29; Christmas Eve, December 24; Christmas Day, December 25 and New Year's, January 1, 2020. Vote-all in favor. Motion-VanAernam Second-Thompson to approve Audubon County Advocate Journal as the legal newspaper. Vote-all in favor. Motion-Nelsen Second-VanAernam to approve the following distribution of Supervisors Boards/committees. Vote-all in favor.

**Gary VanAernam:** Audubon County Security Committee; Adult Correction Services; Juvenile Emergency Service; Audubon County Emergency Management Board; Audubon County E911 Board; Region XII County of Government Policy Committee; New Opportunities Inc.; Decategorization Board-Governance Board Alternate; REAP Committee; Assessor's Conference Board; Audubon County Safety Committee; Audubon County Hazard Mitigation Planning Committee; Tourism Board

**Todd Nelsen:** Cherokee Citizens Advisory Board; Synergy Center Board; Decategorization Board-Local Planning Group and Governance Board and Partnership for Families; Audubon County Hazard Mitigation Planning Committee; REAP Committee; Audubon Co. Economic Development; CABEDA (I-80/HWY 71 Business Park) Board; Hungry Canyon-Loess Hills; Assessor's Conference Board; HIPAA; SW DHS Services Area Advisory Board; Audubon County Safety Committee; Heart of Iowa Community Services Regional Board (MH) alternate; Region XII Revolving Loan Fund Committee and East and West Nishnabotna Watershed Coalition.

**Rick Thompson:** WESCO, Audubon County Landfill Commission, Audubon County Enterprise Zone Board; Region XII Council of Government L.E.O. Board; M&M Divide RC&D Board; DHS Cluster Board; Region XII Council of Government Policy Council; Assessor's Conference Board; Audubon County Hazard Mitigation Planning Committee; REAP Committee; Audubon County Board of Health; Audubon County Safety Committee; Southwest Iowa Sheltered Workshop County Board; Heart of Iowa Community Services Regional Board (MH).

Motion-Thompson Second-VanAernam to approve the 2019 mileage reimbursement rate of .51 cents per mile. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the Supervisors as the Safety Directors for 2019. Vote-all in favor.

Motion-Nelsen Second-VanAernam to reappoint Dennis Olesen and Rick Thompson to the Board of Health for a three year term. Vote-all in favor.

The Board opened a bid for garbage collection services. Motion-VanAernam Second-Thompson to approve the bid from Bohlmann and Son's Sanitation for \$161.00 per month.

The Board discussed health insurance premiums for the next fiscal year and Nelsen suggested department heads use \$2,244.00 for a family plan and \$996.00 for a single plan on their budget forms.

Teresa Murray discussed the HIPAA policies. The Board will review and will approve next week.

The Board recessed at 12:37 p.m. The Board reconvened at 1:15 p.m. and held a budget work session. There being no further business, Motion-VanAernam Second-Thompson to adjourn the meeting at 4:29 p.m. Vote-all in favor.

\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest: \_\_\_\_\_  
Audubon County Auditor

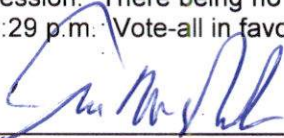
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

SUPERVISOR'S MINUTE BOOK 2019


January 7, 2019

The special meeting of the Board of Supervisors was called to order at 9:00 a.m. Present were Todd Nelsen, Rick Thompson and Gary VanAernam. Others present were, Joni Hansen and Miranda Bills.

Motion-VanAernam Second-Thompson to approve the agenda and to put Deputy appointments and IP Pathways on Jan. 8 agenda. Vote-all in favor

The Board discussed with Miranda Bills questions IP Pathways had concerning a placement. The Board will discuss this more at the January 8 meeting.

The Board worked on budgets. Motion-Thompson Second-VanAernam to adjourn the meeting at 10:25 a.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor



**SUPERVISOR'S MINUTE BOOK 2019**

**January 8, 2019**

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present were Todd Nelsen, Rick Thompson and Gary VanAernam. Others present were, Joni Hansen, Becky Marten, Doug Weston, Todd Johnson, Kent Grabill, Miranda Bills, Chris Hemmingsen, Tiffany Henkle, Deb Umland, Teresa Murray, Deb Campbell, Gary Riesgaard, Mike Jensen, Renee Von Bokern via telephone, Gail Richardson, Jessie Wheeler and Laura Bacon.

Motion-VanAernam Second-Thompson to approve the agenda with the additions of Deputy appointments, IP Pathways request, change of meeting date, Recorder's Report of Fees, MMP updates for Kyle Kjergaard and Holly Kjergaard. Vote-all in favor.

Doug Weston stated the boiler inspector was coming this morning.

Motion-VanAernam Second-Thompson to approve the minutes of the January 2, 2019 meeting. Vote-all in favor. The Board reviewed claims.

The Department Head meeting was held. Teresa Murray reviewed the new wellness program; update regarding IT, budgeting for IT services and if everyone will be paying a portion of health insurance.

Motion-Thompson Second-VanAernam to approve Amanda Kommes and Courtney Nelson as Deputy Treasurer's. Vote-all in favor. Motion-VanAernam Second-Thompson to approve Carolyn Bruun as Deputy Recorder. Vote-all in favor.

Todd Johnson discussed Civil Service Reimbursement. Motion-VanAernam Second-Thompson to set the Civil Service reimbursement rate at .58 per mile. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$229,366.91. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept and place on file the Clerk of Court's December Report of Fees. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file the Auditor's December month-end reports. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file the Sheriff's Quarterly Report. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file the Recorder's December Report of Fees. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept and place on file a MMP Annual Update for Dustin Burr, ID#60480. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP for Kyle Kjergaard-Jensen Pork Farm, ID62686. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP for Holly Kjergaard-Lauritsen Site, ID#62651. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve Resolution 2019-1 as follows. Vote-all in favor.

**RESOLUTION 2019-1**

**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, 2019 and January 31, 2020 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 AUDUBON COUNTY** that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

/s/ Rick Thompson, Chairman, Board of Supervisors

Dated: January 8, 2019

ATTEST: /s/ Joni Hansen, Deputy County Auditor


Dated: January 8, 2019

Gail Richardson and Jessie Wheeler reviewed library budgets and programs for the Audubon and Exira libraries.

The Board had called Kurt Johnson and he will call a township trustee meeting and have a new Clerk appointed.

Teresa Murray discussed the HIPAA policies with the Board. Motion-Thompson Second-VanAernam to approve the HIPAA policies as recommended by Teresa Murray and consultant Gary Jones. Vote-all in favor.

Motion-Thompson Second-VanAernam to change the January 15 meeting to Monday, January 14. Vote-all in favor. IP Pathways has contacted the county stating they have someone to put in place for our position for IT services. The Board contacted Renee VonBokern regarding the clarification of retirement definition regarding sick leave conversion. Renee will prepare clarification. The Board scheduled budget reviews. No Secondary Road update. Motion-Thompson Second-VanAernam to adjourn the meeting at 12:58 p.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

12/19/2018 through 01/08/2019

Vendor	Description	Amount
ACE HARDWARE	MISC SUPP/SHERIFF	61.94
AGRI DRAIN CORPORATION	SR CULVERT MTRL	37.86
AMERICAN INSTITUTIONAL SUPPLY	UNIFORMS/SHERIFF	151.15
ARCADIA LIMESTONE CO	SR SNOW MTRL	4,636.21
AUDUBON CITY LIBRARY	3RD QTR ALLOCATION	6,750.00
AUDUBON CO ADVOCATE JOURNAL	BOS MTG/MISC ADV	558.60
AUDUBON CO AIRPORT AUTHORITY	3RD QTR ALLOCATION	10,686.75
AUDUBON CO ECONOMIC DEVE	3RD QTR ALLOCATION	7,611.75
AUDUBON CO MEMORIAL HOSP	SR HEALTH SERVICES	2,790.59
AUDUBON CO SHERIFF	SERVICE FEE/SHERIFF	761.98
AUDUBON CO SOLID WASTE MGMNT, COMMISS	SR DISPOSAL SERVICE	12,135.15
AUDUBON COUNTY	DEC PAYROLL JAN HRA	27,572.20
AUDUBON COUNTY	SR OFFICE SUPPLIES	33.49
AUDUBON DENTAL CENTER	INMATE DENTAL/SHERIFF	168.00
AUDUBON FAMILY MEDICAL CLINIC	INMATE EXAM/SHER	487.82
BAKER, RICHARD M	VA MTG REIMB	50.00
BERRY, ELAINE	ME REIMB/MLG	211.40
BETHANY CEMETERY	VETERAN GRAVES REIMB	200.00
BOHLMANN & SONS SANITATION	CH TRASH REMOVAL	201.00
BOHLMANN, RICK	VA RENT REIMB	900.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	91.29
BOWEN CEMETERY	VETERAN GRAVE REIMB	60.00
BRAYTON CITY CLERK	SR RUT REIMBS	564.24
BRIGGS HEALTHCARE	MED SUPP./PHN	161.20
CARD SERVICES	INTERNET/CONS	91.18
CASEY'S BUSINESS MASTERCARD	FUEL/EMG MGT	27.00
CASS CO HEALTH SYSTEM	SR HEALTH SERVICE	109.00
CASS CO SHERIFF	SERVICE FEES	10.90
CENTRAL IA DISTR INC	CUST SUPP/SHERIFF	611.50
CINTAS	SR MED SUPPLIES	100.27
CITY SERVICE & PARTS	SR FILTERS/TOOLS/MISC ADD	620.20
CLARK, PATRICIA	ADM/PHN MLG REIMB	95.88
COMPUTER CONCEPTS OF IA INC	SR ROADSIDE	1,891.80
CORPORATE OFFICE	WKLY FLEX REIMB	1,210.88
COUNSEL	M/A COPIER/SHERIFF	639.42
DIAGNOSTIC IMAGING ASSOCIATES	INMATE MED EXAM/SHER	337.50
DISTRICT IV RECORDERS ASSOC	DUES/RECORDER	100.00
DOUGLAS TOWNSHIP CEMETERY	VETERAN GRAVES REIMB	5.00
DREES HEATING & PLUMBING INC	BOILER RPRS	920.29
DU-HA INC	STORAGE TOTE/SHERIFF	735.84
EBENEZER LUTHERAN CEMETERY	VETERAN GRAVES REIMB	70.00
ELMQUIST ELECTRIC INC	RS SAFETY WEAR	10.00
EXIRA CEMETERY ASSOC, %SHELLEY R DAVIS -	VET GRAVES REIMB	1,915.00
EXIRA CITY	3RD QTR ALLOCATION	3,375.00
FASTENAL CO	SR ENG SUP/TOOLS/BOLTS	151.14
FIRST NATIONAL BANK OMAHA	SR ENG LIC/INT	104.18
GALLS LLC	SAFETY APPAREL/SHERIFF	171.97
GUTHRIE COUNTY REC	ELECTRIC/CONS	3,042.99

12/19/2018 through 01/08/2019

Vendor	Description	Amount
HAMLIN LUTHERAN CEMETERY	VETERAN GRAVES REIMB	145.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST REIMB/PHN	1,550.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOLY TRINITY CEMETERY	VETERAN GRAVES REIMB	90.00
HOUSBY MACK INC	SR PARTS	1,038.11
IA ASSN OF CO CONSERV BRD	ANNUAL DUES/CONS FY19	1,500.00
IA LAW ENFORCEMENT ACADE, ST FISCAL OFF	JAIL SCHOOL/SHER	200.00
IA STATE ASSN OF ASSESSORS	DUES/ASSR	665.00
IAN TREASURER, ATTN: VICTORIA DEVOS	IA ASSN NATURALISTS DUES/CONS	20.00
IMMANUEL LUTHERAN CEMETERY	VETERAN GRAVES REIMB	655.00
INMAN, KATHY	JAN INS PREM REIMB	147.66
ISAC-GROUP HEALTH PROGRAM	JAN 2019 PREMIUM	73,008.00
JENNINGS, SARAH	REG REIMB/ATTY	389.14
JENSEN, TOBIN	TRIAL PREP/ATTY	30.60
KIMBALL MIDWEST	SR BOLTS/PARTS	190.90
KIMBALLTON CITY CLERK	3RD QTR ALLOCATION	1,125.00
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	83.64
LINCOLN TWP CEMETERY	VETERAN GRAVES REIMB	50.00
LUCCOCKS GROVE CEMETERY	VETERAN GRAVES REIMB	10.00
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	230.74
MEDIACOM	JAIL CABLE/SHERIFF	123.85
MERCY MEDICAL CENTER	FILE PREP RPRTS/ATTY	90.00
MIDAMERICAN ENERGY CO	SR ELECTRIC	2,104.37
MID-STATES ORG CRIME INF CNTR	MOCIC DUES/SHERIFF	100.00
MIDWEST COMPLIANCE ASSOCIATES	HIPPA COMPLIANCE SER	1,458.33
MURRAY, TERESA	ADM/PHN MLG REIMB	117.30
NEW OPPORTUNITIES INC	GENERAL RELIEF ALLOC	1,325.00
OAK HILL CEMETERY	VETERAN GRAVES REIMB	235.00
OAKFIELD BAPTIST CEMETERY	VETERAN GRAVES REIMB	25.00
OAKFIELD CEMETERY	VETERAN GRAVES REIMB	250.00
OLSEN, FRANK	VA MTG REIMB	50.00
PAT KAISER'S CHRISTIANSEN MTRS	VEH EXP/LABOR/SHERIFF	1,178.50
PAULSEN, SHAWN	SR MILEAGE REIMBS	138.84
PENGUIN MANAGEMENT INC	E911 VOICE NOTIFICATION RENEWAL	2,796.00
PITNEY BOWES INC	CH POSTAGE MACHINE RENT	150.00
PLEASANT HILL CEMETERY	VETERAN GRAVES REIMB	80.00
PRODUCTIVITY PLUS ACCOUNT	RS PARTS	488.03
REGION XII COUNCIL OF GOVTS	2ND QTR TRANSIT REIMB	805.13
REMSBURG SERVICE INC	SR BUILDING REPAIRS	476.64
RIESGAARD FARM SUPPLY	RS SEED	323.75
RYDL, MITCH	SR ENG SUBS	22.00
SECURE BENEFITS SYSTEMS	HRA FEES/CLAIMS/OCT	10,850.12
SENECA COMPANY	SR LABOR/BUILD MAT	5,936.00
SEVENTH DAY ADVENTIST CEMETERY	VETERAN GRAVES REIMB	15.00
SORENSEN, LISA	ADM/PHN MLG REIMB	102.51
SOUTHWEST IOWA LAWYER LEAGUE, C/O BILL I	REG FEE/ATTY	250.00
ST JOHN'S CEMETERY WEST	VETERAN GRAVES REIMB	225.00
ST JOHN'S LUTHERAN CEMETERY	VETERAN GRAVES REIMB	175.00

12/19/2018 through 01/08/2019

Vendor	Description	Amount
ST PATRICKS CEMETERY	VETERAN GRAVES REIMB	300.00
STAR EQUIPMENT LTD	SR PARTS	149.97
STATE HYGIENIC LAB - ACCT REC	CONS WATER TEST	13.00
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/PHN	1,114.38
STOREY KENWORTHY	W2/ACA FORMS/EPS/AUDITOR	81.32
SWI JUVENILE EMERGENCY	JUV 3RD QTR ALLOCATION	13,943.80
TASC, C/O NEW BUSINESS	COBRA ADM FEE	120.00
TEMPLETON HARDWARE	LAUNDRY EQUIP RPRS/SHER	1,378.80
THE OFFICE STOP	SR OFFICE SUPPLIES	39.28
TIBBETS, NATHAN	DOG SUPP REIMB/SHER	31.04
TRANS IOWA EQUIPMENT	SR PARTS	2,763.34
US CELLULAR	RS PHONE	559.20
VAN DIEST SUPPLY COMPANY	RS CHEMICALS	921.25
VERIZON WIRELESS	TELE/SHERIFF	594.49
VIOLA TOWNSHIP CEMETERY	VETERAN GRAVES REIMB	75.00
WAHLERT, CHRISTINE G	ADM/PHN MLG REIMB	108.63
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR PHONE	100.00
WINDSTREAM IOWA COMMUNICATIONS	SR PHONE	2,741.93
	<b>GRAND TOTAL</b>	<b>229,366.91</b>

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FUND TOTALS RECAP

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<u>Fund</u>	<u>Expended</u>
0001 GENERAL BASIC	31,678.35
0002 GENERAL SUPPLEMENTAL FUND	63,825.42
0011 RURAL SERVICES BASIC FUND	38,643.09
0012 RURAL SERVICES SUPPLEMENTAL FUND	10,686.75
0020 SECONDARY ROAD FUND	65,171.60
4000 EMERGENCY MGMT SERVICES FUND	161.33
4010 E-911 SURCHARGE FUND	3,508.89
4100 CO ASSESSOR AGENCY	3,630.48
5210 PAYROLL-MISCELLANEOUS	1,210.88
8500 HEALTH REIMBURSEMENT ACCOUNT	10,850.12
<b>GRAND TOTAL</b>	<b>229,366.91</b>

## SUPERVISOR'S MINUTE BOOK 2019

January 14, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present were Rick Thompson and Gary VanAernam. Absent Todd Nelsen. Others present were Becky Marten, Doug Weston, Deb Campbell, Heather Toft, Ashley Madsen, Kathy Inman, Teresa Murray, Bob Nelson, Mike Jensen, and Mitch Rydl.

Meeting called to order by Vice-Chairman Thompson. Motion-VanAernam Second-Thompson to approve the agenda with the additions of Treasurer's semi-annual report, updating 2015 Iowa Code books, accept/file Dwight Jessen's resignation letter, status of handbooks for department heads and acknowledgements. Vote-all in favor. Doug Weston stated there were still problems with the boiler and possibly will need a new pump. Motion-Thompson Second-VanAernam to approve the minutes of the January 7, 2019 meeting. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the January 8, 2019 meeting. Vote-all in favor.

Treasurer Campbell presented the semi-annual report. Motion-VanAernam Second-Thompson to accept and file the July-December semi-annual report. Vote-all in favor. Treasurer also discussed deletion of filing cabinets. Stated library might want one cabinet and supervisors approved this—no vote taken.

Heather Toft, current MEI discussed her duties as a MEI. She sees no need for the present tier system and feels that a single fee is adequate. Motion-VanAernam Second-Thompson that the Medical Examiner be paid \$750/year and the MEI fee set at \$200 per call. Voted-all in favor.

Vice-Chairman Thompson placed telephone call to Douglas Township newly appointed clerk Tim Morgan. Left message to contact Thompson concerning acceptance of township clerk. Auditor had talked to former Sharon Township Clerk Kurt Johnson who is willing to continue clerk duties. The position will be appointed at upcoming township budget meeting.

Ashley Madsen expressed concerns to the Board that no effort has been made by PHN to proceed with the lactation room. Telephone call from Chairman Todd Nelsen concerning the lactation room as he had received a call from employee's spouse. PHN Administrator Bob Nelson and Asst Administrator Teresa Murray were called to the Board room. The Board expressed that they would like to have the closet cleaned out at PHN's earliest convenience and Nelson stated they would begin immediately with the Custodian's help. Board made a visit to the PHN department to view progress and also to assess need for additional closet or shelving. Existing offices/personnel will not be rearranged. Although not on agenda, Thompson and VanAernam "approved" PHN office to build a wall in Robert Nelson's larger office to be the new supply closet. No vote taken. Lactation room will still remain a tornado shelter as well?

Motion-VanAernam Second-Thompson to approve the agreement for disposal of garbage and recycling materials with Bohlmann & Sons Sanitation. Vote-all in favor.

Mike Jensen, EMA Director presented the EMA and E911 budgets for review. Discussed increase in some line items as suggested by the E911 program manager. Also discussed another tower possibly being erected and stated equipment is very costly for this tower.

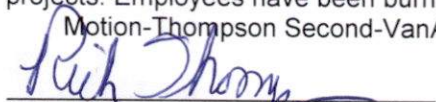
Motion-Thompson Second-VanAernam to make the following Board appointments: Linda Kerkhoff 5-yr term on Board of Adjustment; Susan Osvald to 5-yr term Planning and Zoning Commission; David Hansen to Compensation Commission as a city property owner and Dr. Stephanie Vampola to 2-yr term as Medical Examiner. Vote-all in favor.

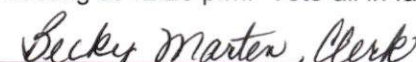
Motion-VanAernam Second-Thompson to accept and place on file following MMP Annual Updates for Doug Carter-Pheasant Ave Farms LTD, ID#58382; Kent Grabill, ID#58071; Kenneth Snyder, Triple K Snyder Inc-Home ID#62061; Kenneth Snyder, Triple K Snyder Inc-South, ID#60957; Jody Meiners-Harold, ID#67024; Lawrence Handlos, Handlos 4A King Farm, ID#61964; Alan Jensen, ID#61526; Edward Wiederstein Farm, ID#58869. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a MMP for Terry Sunberg, ID#60469. Vote-all in favor.

Engineer Mitch Rydl presented the current planning and zoning commission members with terms of Gary Rasmussen, Mike Blum and Blane Kerkhoff being changed to expire on December 31, 2022. Board approved these changes. Also presented a bill and picture of TV's being dumped in ditch on Eagle Ave, south of 300<sup>th</sup>. A 28E agreement signed in 1996 with the City of Gray was discussed and Rydl will consult Attorney and report back. The Windstream utility permit is on hold waiting for answers to questions.

Rydl will be meeting with the Audubon City Council to discuss sharing cost of deck replacement on Fairgrounds bridge. Also an agreement will need to be drawn up with City of Exira as the County will tear down a bridge within the City limits and in return the County will retain the steel beams. Engineer will obtain a resignation letter for Dwight Jessen and present at next meeting. Also discussed proposals for two other projects. Employees have been burning brush, blading and snow removal.

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:25 p.m. Vote-all in favor.

  
Vice-Chairman Board of Supervisors

Attest:   
Audubon County Auditor Clerk

SUPERVISOR'S MINUTE BOOK 2019

January 21, 2019

The special meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Others present were Gary VanAernam. Rick Thompson Absent. Others: Diana Munch, Becky Marten, Miranda Bills, Deb Campbell, Chris Erlandson and Amy Ropie of IP Pathways, Jotham Arber, Mitch Rydl, Chris Hemmingsen. Rick Thompson arrived at 1 pm.

Motion-VanAernam Second-Nelsen to approve the agenda.

Some discussion of Compensation Board recommendations but will delay any decisions until all Board members are present.

Motion-VanAernam Second-Nelson to approve deletion of Sheriff's asset #2403, Frigidaire washer and #2018 Whirlpool Duet. Vote-all in favor. Motion-Nelsen Second-VanAernam to approve deletion Treasurer's asset #206 and #207 file cabinets. Vote-all in favor.

Meeting was ceased while Chairman Nelsen introduced Amy and Chris of IP Pathways to Department Heads and offices throughout the Courthouse.

Recorder Bills presented her budget and discussed increases in wages and benefits

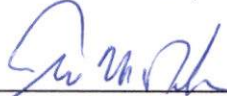
Jotham Arber, Director of Guthrie County Environmental Health Services presented the Sanitarian budget with no changes from current year. He explained there is now no charge for water tests which is being covered by grants. Hoping to have all county wells tested in near future. The Guthrie County Public Health office now handles the HOPE program and the Stork's Nest for Audubon County.

Treasurer Campbell presented the Treasurer budget with increases in wages and benefits. Also stated she had purchased the camera and equipment for passport pictures which will add revenue to office.

Motion-Nelsen Second-VanAernam to recess meeting until 1 p.m. Vote-all in favor.

The Board reconvened at 1 p.m. with Rick Thompson, Mitch Rydl and Chris Hemmingsen joining the meeting to review the Secondary Roads budget. Increases were discussed and reviewed. No action taken.

Motion-Thompson Second-VanAernam to adjourn meeting at 2:53 p.m.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
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Audubon County Auditor Clerk



## SUPERVISOR'S MINUTE BOOK 2019

January 22, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present were Todd Nelsen, Gary VanAernam and Rick Thompson. Others present were Joni Hansen, Becky Marten, Miranda Bills, Kim Johnson, Ashley Madsen, Doug Weston, Laura Bacon, Teresa Murray, Bob Nelson, Deb Campbell, Deb Umland and Mitch Rydl.

Motion-Thompson Second-VanAernam to approve the agenda. Vote-all in favor. Doug Weston stated he had ordered parts for the boiler. Kim Johnson, Ashley Madsen, Bob Nelson and Teresa Murray discussed the supplies needed for the lactation room and the Board instructed Madsen to get a table to use.

Motion-VanAernam Second-Thompson to approve the minutes of January 14. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$103,677.23. Vote-all in favor.

The Board discussed Compensation Board recommendations but will delay any action until they have reviewed more budgets.

Motion-Thompson Second-VanAernam to approve the recoding of bills for fees for removal of items dumped in ditches. Vote-all in favor.

Thompson updated the Board regarding a Heart of Iowa meeting he had attended.

Motion-VanAernam Second-Thompson to approve the Substance Abuse Prevention and Treatment FY19 Semi Annual Report. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept and place on file a MMP for Daniel Wittrock, ID#58183. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP for Brian Klocke, ID#66574. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Motion-VanAernam Second-Thompson to approve an agreement with JEO for N36 resurfacing project. Vote-all in favor. Motion-Thompson Second-VanAernam to approve an agreement with JEO for GR15 & 17 bridge project. Vote-all in favor. Motion-VanAernam Second-Thompson to approve Resolution 2019-2 as follows. Vote-all in favor.

Resolution 2019-2

**SURFACE TRANSPORTATION BLOCK GRANT PROGRAM APPLICATION FOR AUDUBON COUNTY  
ROUTE F32**

**WHEREAS**, Audubon County desires to make improvements to Audubon County Route F32, starting at County Highway M66, east 7.2 miles, project ending at US Highway 71, and;

**WHEREAS**, said route is part of the Federal Aid System and is classified as a Major Collector and therefore eligible to compete on a Regional basis for funding from the Surface Transportation Block Grant Program (STBG), and;

**WHEREAS**, as part of the application procedure, a commitment of funds and a commitment to maintain the facility for the useful life of the improvement must be made by the applicant.

**NOW, THEREFORE, BE IT RESOLVED**, that the Audubon County Board of Supervisors as part for the application for funding under the Surface Transportation Block Grant Program as a Federal Fiscal Year 2023 Transportation Improvement Program Project, and;

**BE IT FURTHER RESOLVED**, that funding for the engineering costs and local share, is assured to be made available by Audubon County from sources that may be used for that purpose, and;

**BE IT FURTHER RESOLVED**, that the maintenance will continue to be performed by Audubon County on this route for the useful life of the improvement.

Passed and approve this 22<sup>nd</sup> day of January, 2019.

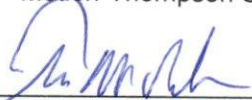
/s/ Todd M. Nelsen, Chairperson, Audubon County Board of Supervisors

ATTEST: By Joni Hansen, Deputy Auditor

Motion-Thompson Second-VanAernam to approve a Stratford Gravel contract for TY2020. Vote-all in favor. Weekly update: Crews are plowing snow, cutting trees and burning brush. Rydl also discussed wages of new teachers versus retiring teachers, sick time, low head dams and the stabilization of streambeds and weirs.

Motion-Thompson Second-VanAernam to recess meeting at 12:16 p.m. Vote-all in favor. The Board reconvened at 2 p.m. with meeting to review the Public Health budget with Bob Nelson and Teresa Murray.

Motion-Thompson Second-VanAernam to adjourn meeting at 2:51 p.m.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

01/09/2019 through 01/22/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUST SUPP	671.37
AGRILAND FS INC	FUEL/SHERIFF	1,095.55
AGRILAND FS INC 73	SR GAS	14,629.89
AUDUBON CITY	GEN RELIEF UTILITIES	200.00
AUDUBON CO EXTENSION SVC	PEST CTRL CLASS/CONS	135.00
AUDUBON CO MEMORIAL HOSP	INMATE EXAM/SHER	1,816.12
AUDUBON CO SHERIFF	SERVICE FEE/SHERIFF	202.49
AUDUBON DIESEL LLC	SR PARTS/LABOR	4,318.20
AUDUBON FOOD LAND	PROGRAM SUPP/CONS	9.76
AUDUBON MEDIA CORPORATION	BUSINESS CARDS/SHERIFF	130.00
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICE	175.00
BRIGGS HEALTHCARE	OFF SUPP/PHN	111.75
BRINKMAN AG SOLUTIONS FEED	ELK FEED/CONS	30.60
BUSINESS CARD	JAIL MEAL/SHERIFF	25.73
BW GAS & CONVENIENCE RETAIL	FUEL/ASSESSOR	19.87
CASS CO AUDITOR	MED EXAM INVEST REIMB	200.00
CASS CO SHERIFF	SERVICE FEE/SHER	30.00
CCW ENTERPRISES INC.	SR BUILDING SUP	91.00
CENTRAL IA DISTR INC	CH CUST SUPP	284.66
CENTURYLINK	TELE/E911	14.00
CITY OF CARROLL, CARROLL POLICE DEPT	ANNUAL TESTING FEE/SHERIFF	200.00
CLERK OF DIST CRT-DOUGLAS CO, ATTN: ACC	WARRANT/ATTY	2.00
CONSOLIDATED MANAGEMENT CO	MEAL REIMB/SHERIFF	28.92
CORPORATE OFFICE	WKLY FLEX FUNDING	1,287.98
COUNSEL	M/A COPIER/PHN	251.01
D & J SUPPLY	SR LABOR	162.40
DASH MEDICAL GLOVES	GLOVES/SHERIFF	48.90
ECOLAB PEST ELIMINATION DIV	PEST CTRL/SHERIFF	81.10
ELMQUIST WELDING & RPR INC	SR LABOR	26.75
EXIRA CITY	SR WATER	86.18
FARM SERVICE COOPERATIVE	DP SUPPLIES	239.00
FASTENAL CO	SR BOLTS	155.48
FIRST NATIONAL BANK OMAHA	OFF SUPP/MISC/ATTY	107.05
FIRSTLINE OUTDOOR POWER	RS PARTS	181.50
GEOCOMM INC	MSAG PROJECT/E911	4,129.00
GREATER IOWA CREDIT UNION, ATTN: SARAH H	RESEARCH FEE/SHER	20.00
GUTHRIE COUNTY REC	ELECTRIC/CONS	3,310.90
HANSEN REPAIR	VEH RPRS/LABOR/SHERIFF	312.05
HANSEN, LINDA	DP LABOR/SHERIFF	517.91
HANSEN'S M&M SERVICES	ARCMAP E911 UPDATES	657.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/VISITS/PHN	1,630.00
IA DEPT OF PUBLIC SAFETY	6=MONTH TERMINAL SER/SHERIFF	2,760.00
IA STATE ASSN OF COUNTIES	MTG REG/ASSR	380.00
IA WEED COMMISSIONER'S ASSOCIA, C/O MEG/	RS TRAINING	140.00
IMWCA	SR WORK COMP	4,203.00
IP PATHWAYS	DP LABOR	10,000.00
IRON SHOP	TIRE RPRS/LABOR/CONS	171.61
ISU - REGISTRATION SERVICES	SR TRAINING	360.00

01/09/2019 through 01/22/2019

Vendor	Description	Amount
JEO CONSULTING GROUP INC	SR ENG SERVICES	2,247.00
KASPERBAUER CLEANERS INC	DRYCLEANING/SHERIFF	73.53
KIMBALLTON CITY CLERK	GEN RELIEF UTILITIES	200.00
MAINSTAY SYSTEMS INC	IA SYSTEM M/A/SHERIFF	237.00
MARNE-ELK HORN TELEPHONE CO	TELE/E911	150.90
MCKESSON MEDICAL-SURGICAL, MINNESOTA S	MED SUPP/PHN	163.49
MICHAEL, BRETT P	MH ADV MLG REIMB(394)	187.15
MICROFILM IMAGING SYSTEMS, INC	CH DOCUMENT SCANNING	10,579.45
MIDAMERICAN ENERGY CO	SR ELECTRIC	2,957.92
MIDWEST SPRAY TEAM & SALES INC	RS CHEMICAL	682.00
MIDWEST WHEEL COMPANIES	SR PARTS	121.74
MY WAY DESIGNS	SEWING/SHERIFF	84.00
PAKOR INC	PRINTER/CAMERA/TREASURER	1,204.37
PIE ELECTRIC INC	ELECTRIC NEW BLDG/SHER	13,000.00
RASMUSSEN LUMBER CO	RS BUILDING	1,268.25
RDP OFFICE	DP LABOR/PHN	1,281.65
ROKKE, JASON	MTG MEAL REIMB/SHER	27.14
SCHILDBERG CONSTRUCTION INC	SR GRAN MTRL	1,608.97
SCHULTE, DONNA	COMP BRD SUPP	10.00
SECRETARY OF STATE	IVOTERS M/A FEE/AUD	759.33
SOUTHSIDE WELDING & MACH LLC	SR LABOR/WELD/PARTS	1,129.25
STONE PRINTING OFFICE PRODUCTS	OFF SUPPLIES/AUD	188.95
THE OFFICE STOP	OFF SUPP/PHN	15.80
THOMSON REUTERS WEST PYMT CTR	PRINT CHGS/ATTY	473.00
THYGESEN, MELISSA	MTG MEAL REIMB/SHER	28.14
UNITYPOINT CLINIC-OCCUPATIONAL	SR HEALTH SER	42.00
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	350.00
US CELLULAR	RS PHONE	575.16
VERIZON WIRELESS	TELE/PHN	107.31
WILKE LAND SURVEYING INC	LAND SURVEYING/CONS	750.00
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	66.39
ZIEGLER INC	SR PARTS/BLADES/FILTERS	7,466.61
<b>GRAND TOTAL</b>		<b>103,677.23</b>

SUPERVISOR'S MINUTE BOOK 2019

January 24, 2019

The special meeting of the Board of Supervisors was called to order at 9:05 a.m. by Chairman Todd Nelsen. Others present were Gary VanAernam, Rick Thompson, Becky Marten, Bruce Haag, Tyler Bruck, Peggy Smalley, Sarah Jennings, Mitch Rydl, Kent Grabill, Chris Erlandson, and Bob Bogler.

Motion-Thompson Second-VanAernam to approve agenda with addition of Windstream utility permit for 2548 Hwy 71. Vote-all in favor.

Conservation budget was presented by Haag, Bruck and Smalley. Haag stressed his increases in wages was approved by his Board following the completion of work on the new campground which was done largely by conservation staff. Budget includes a new machine shed, etc. He will be applying for grants to possibly fund a new playground. Also discussed with Board the possibility of using urban renewal money for trail, roads, etc.

Attorney Sarah Jennings presented the attorney's budget request. She has applied for a grant for crime victim assistance which would be allocated over a 3-year period.

Engineer Rydl and Kent Grabill of Roadside presented their budget. They also presented the Board with sheet showing grants received over the last 5 years.


Motion-VanAernam Second-Thompson to approve Windstream utility permit for 2548 Hwy 71. Vote-all in favor.

Bob Bogler and Chris Erlandson joined the meeting. Introductions were made and Chairman Nelsen explained to Bob what Chris needs to continue with the Data Processing changes and they will proceed with them. Chris discussed some changes that will be made and the restructuring of the department to IP Pathways.

Motion-Thompson Second-VanAernam to approve the deletion of Conservation printers #2024 and #2028.

Board will review Sheriff's and Veteran Affairs' budgets on Monday, January 28, 2019.

Motion-VanAernam Second-Thompson to adjourn meeting at 12:15 p.m.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
\_\_\_\_\_  
Audubon County Auditor Clerk

SUPERVISOR'S MINUTE BOOK 2019

January 28, 2019

The special meeting of the Board of Supervisors was called to order at 9:06 a.m. by Chairman Todd Nelsen. Others present were Gary VanAernam, Rick Thompson, Lisa Frederiksen, Joni Hansen, Todd Johnson, Tiffany Henkle and Gary Riesgaard.

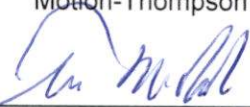
Motion-Thompson Second-VanAernam to approve agenda. Vote-all in favor. Todd Johnson and Tiffany Henkle reviewed the Sheriff's budget.

Motion-VanAernam Second-Thompson to amend the agenda to recode TASC billing. Vote-all in favor. Motion-Thompson Second-VanAernam to recode the TASC billing. Vote-all in favor.

Discussion was held regarding final timesheets and the additional cost incurred by not following the handbook for resignation procedures and purposes of January extension to gain additional PTO.

Lisa Frederiksen reviewed the Auditor's budget. Gary Riesgaard reviewed the Veteran's Affairs budget.

Motion-Thompson Second-VanAernam to adjourn meeting at 12:27 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

SUPERVISOR'S MINUTE BOOK 2019

January 29, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present were Todd Nelsen, Rick Thompson and Gary VanAernam. Others present were Joni Hansen, Becky Marten, Doug Weston, Laura Bacon, Teresa Murray, Gary Riesgaard, Miranda Bills, Mike Jensen, Tiffany Henkle, Mitch Rydl, Paul Campbell, Lora Anthofer, Russ Bruhn, Dave York, Dave Brand, Charles Hansen, John Osvald, and Jon Meislahn.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of typewriter deletion. Vote-all in favor. Doug Weston let the Board know the parts had come for the boiler. Motion-Thompson Second-VanAernam to approve the minutes of the January 21 meeting. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the January 22 meeting. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the January 24 meeting. Vote-all in favor.

The Board discussed the request from the Children's Nest for sponsorship. Motion-Nelsen Second-Thompson not to contribute for sponsorship. Vote-all in favor.

Teresa Murray discussed a wellness incentive with the Board and requested money to use for incentives for both insured and non-insured.

The Board discussed the compensation board recommendations. Motion-Thompson Second-VanAernam to approve a 40% reduction to the compensation board recommendation for elected officials. Vote-all in favor.

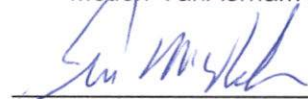
The Board discussed upcoming meetings of ACED and State Supervisors that they will be attending. Miranda Bills, Gary Riesgaard and Mike Jensen informed the Board that Riesgaard and Jensen did not have emails that were working. Bills had contacted the new IT provider.

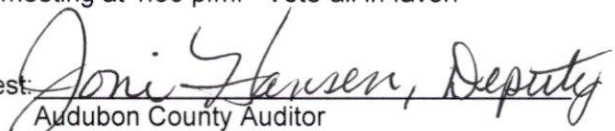
Motion-VanAernam Second-Thompson to approve the deletion of Sheriff's assets - 5 drawer file and a safe, asset #0026. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the deletion of a typewriter from the Sheriff's assets #2055. Vote-all in favor. The Board opened a bid for the safe. No bid was received for the file. Motion-Thompson Second-VanAernam to accept the bid of \$30.00 for the metal safe from Kent Grabill. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Rydl stated his crews were receiving training on operating all trucks for snow removal. Discussion was held regarding the purchase of a drone for the county with grant money, the road at Littlefield Park, the Cameron 12 project is shut down, N36 and Cameron 10 are finalized, the cost of filters for the past year; a bridge study on bridges near Fiscus from 2003 and that he is working on the snow agreement with the City of Gray. The Board discussed the resignation letter of an employee and also the wages and hours of work needed for the Planning and Zoning Administrator.

The Soil and Water Conservation Board met with the Board to give an annual review. Dave Brand presented reports on David's Creek, Crooked Creek and Troublesome Creek and reviewed repairs needed to various sites, maintenance being done, damage caused by beavers and the need for O & M money for repairs. Mitch Rydl discussed the class of rip-rap that the county used and what was available.

Motion-VanAernam Second-Thompson to adjourn the meeting at 1:50 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Auditor

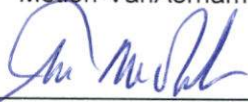
SUPERVISOR'S MINUTE BOOK 2019

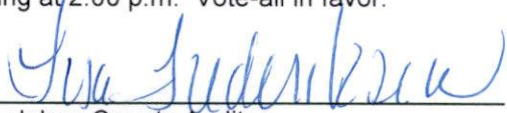
January 30, 2019

The special meeting of the Board of Supervisors was called to order at 1:00 p.m. by Chairman Todd Nelsen. Rick Thompson was present and Gary VanAernam joined meeting later. Others present were Deb Umland, Lisa Frederiksen, Deb Campbell and Chris Erlandson.

Motion-Thompson Second-Nelsen to approve agenda. Vote-all in favor. Discussion on decision made regarding compensation board recommendations and wages increases with other boards and secondary roads nonunion. Board reviewed December 2018 paycheck/leave balances for secondary roads retiree and noted the January 2<sup>nd</sup> anniversary date with receipt of 2 additional personal days. Board reviewed Dept 51, 52, 60 and 99 budgets. Discussion on board duties related to budget/financial reporting per code, board secretary duties per code, compensation board recommendations and other department raises. Discussion on board review of their departmental reports and plans for FY18 budget amendment. Auditor assisted board in reading their TIF reconciliation report/bond payment schedule for FY20 and input into Dept 99 budget forms. Board reviewed IT needs for current year through FY21 and added new server to FY20 budget expenses. Building rewiring is projected for FY21. Weir funding discussed per call made from Nelsen to Engineer Rydl on a city-shared road with Audubon--additional \$150,000 expense added to FY20 budget with potential \$70,000 revenue.

Motion-VanAernam Second-Thompson to adjourn meeting at 2:00 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

## SUPERVISOR'S MINUTE BOOK 2019

February 5, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Gary VanAernam, Lisa Frederiksen, Becky Marten, Chad Jensen, Miranda Bills, Chris Eriandson, Mitch Rydl, Chris Hemmingsen, Sam Grabill, John Thomas, Mike Jensen and Laura Bacon.

Motion-VanAernam Second-Thompson to approve agenda with addition of Auditor's deletion and approve HIPPA policy. Vote-all in favor. No Custodial report.

Motion-Thompson Second-VanAernam to approve January 28<sup>th</sup> minutes. Vote-all in favor. Motion-VanAernam Second-Thompson to approve January 29<sup>th</sup> minutes. Vote-all in favor. Motion-VanAernam Second-Thompson to approve January 30<sup>th</sup> minutes. Vote-all in favor.

Chad Jensen of New Opportunities presented his annual report and explained services provided to Audubon County citizens. He expressed thanks for the contribution that Audubon County provides.

Chris Eriandson and Miranda Bills presented DP update. Motion-Thompson Second-VanAernam to approve Treasurer to allow \$400 for automatic withdrawal to Microsoft Office 365 for E-mail expenses. Vote-all in favor. Chris discussed various DP needs and tasks he has completed. Board has budgeted an additional \$110,000 for DP. Board requested Chris do his best at documenting time spent at various departments with separate budgets. He stated he will be having a wiring consultant come for a quote on replacing CH wiring. He discussed quotes he had received on anti-virus protection. Motion-Thompson Second-VanAernam to approve purchasing a 3-year contract for the anti-virus. Vote-all in favor.

Board met with Sam Grabill concerning Douglas Township clerk and trustees. Sam will meet with the current trustees and decide on appointing a clerk and trustee. He will also obtain signatures on the completed annual report and report back to the Board.

Hungry Canyon Project Director John Thomas presented Board with 2018 update. He explained Audubon County projects and their goals. Engineer Rydl also joined in the discussion.

Engineer Rydl and Chris Hemmingsen discussed upcoming safety meeting, quotes for rock, union negotiations. Also presented Board with breakdown of TIF projects. Employees are working on snow removal and brush clearing. Rydl stated that Audubon County will not be assisting Exira City with removal of bridge within Exira City limits.

Motion-Thompson Second-VanAernam to approve deletion of #1000, Canon printer from Auditor's office. Vote-all in favor. Motion-Thompson Second-VanAernam to approve deletion of Sheriff's Banshee tactical vest. Vote all in favor. Motion-Thompson Second-VanAernam to approve deletion of Treasurer's filing cabinet which will be moved to Conservation Department. Vote-all in favor. Motion-Thompson Second-VanAernam to approve 2018 wages for publication. Vote-all in favor.

Cretsinger, Jonathan \$190.00; Lauritsen, Denise \$231.68; Larsen, Corey \$480.00; \$Michael, Brett \$886.28; Rugaard, Laura \$1,308.24; Strandell, Amy \$1,445.88; Ray, Donna \$1,524.32; Madsen, Wyatt \$1,734.75; Fransen, Thomas \$2,000.00; Goans, Karen \$2,308.80; Schultes, Ellie \$2,610.00; Fett, Jason \$2,810.00; Hamilton, Patrick \$3,346.82; Schleimer, Jami \$4,166.67; Thorn, Todd \$4,890.00; Spunaugle, Jon \$4,984.00; Inman, Kathleen \$9,577.00; Elmquist, Amy \$10,289.54; Wilson, Brookelyn \$10,654.61; Cramer, William \$12,980.76; Marten, Becky \$13,630.90; Boldt, Paulette \$13,733.76; Thompson, Becky \$14,978.89; Palmer, Jacob \$15,420.46; Wahler, Christine \$15,566.94; Riesgaard, Gary \$19,872.66; Jensen, Michael \$20,600.04; Reischl, Christopher \$24,358.91; Murray, Sarah \$26,917.18; Fishback, Michelle \$27,197.85; Henkle, Tiffany \$27,355.32; Hansen, Joni \$27,388.65; Bruun, Carolyn \$27,743.47; Nelson, Courtney \$27,744.64; Nelsen, Todd \$28,528.68; Vanaernam, Gary \$28,528.68; Phippen, Shelby \$28,857.51; Thompson, Rick \$29,028.72; Baylor, Angela \$29,136.00; Anthony, Faith \$29,557.15; McLeran, Matthew \$29,647.56; Kommes, Amanda \$30,427.12; Lafoy Penny \$31,017.24; Sorensen, Lisa \$33,379.78; Steffes, Debra \$34,551.27; Weston, Douglas \$34,912.86; Doherty, Amanda \$35,315.32; Voigts, Hunter \$35,451.63; Murray, Teresa \$36,234.19; Clark, Patricia \$37,181.18; Kohout, Tony \$37,531.12; Pottebaum, Dale \$37,548.85; Bruck, Tyler \$37,697.84; Hemmingsen, Christena \$37,850.07; Steffes, Edward \$39,327.64; Riesgaard, Dustin \$39,376.00; Jacobsen, Theodore \$39,594.88; Chapman, Robert \$39,681.41; Steffensen, Eric \$39,829.87; Rattenborg, Joel \$39,938.28; Wittrock, Brian \$39,944.20; Christensen, Dalton \$40,066.79; Wanninger, Louis \$40,088.78; Sampson, James \$40,133.77; Gardner, Thomas \$40,422.61; Wegner, Dale \$40,460.14; Sorensen, Charles \$40,537.73; Sorensen, Lawrence \$40,564.90; Erickson, David \$40,995.79; Grabill, Kent \$41,140.25; Hansen, Richard \$42,118.02; Gust, Robert \$42,233.08; Thygesen, Melissa \$43,307.07; Schwab, Jeanne \$43,656.92; Munch, Diana \$43,715.98; Nelson, Robert \$44,977.51; Bluml, Janell \$45,211.96; Wendl, Samuel \$46,014.11; Paulsen, Shawn \$47,386.37; Bills, Miranda \$48,334.36; Campbell, Debbie \$48,407.68; Haag, Bruce \$50,455.00; Brooks, Michael \$51,800.79; Jessen, Dwight \$53,235.06; Rokke, Jason \$54,522.94; Frederiksen, Lisa \$54,721.78; Umland, Debra \$56,490.04; Tibbets, Nathan \$57,713.25; Beane, David \$58,972.06; Johnson, Todd \$63,945.16; Jennings, Sarah \$83,625.04; Rydl, Mitchel \$98,796.84 Total Wages: 2,865,055.85



Motion-Thompson Second-VanAernam to accept and file Recorder's January report of fees collected. Vote-all in favor. Motion-VanAernam Second-VanAernam to accept and file Clerk of Courts January fees collected. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and file Auditor's January 2019 financial reports. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept/file MMP update Hansen #62166, 1548 Eagle Ave.

Discussed February 12<sup>th</sup> Department head meeting and wellness incentives. Motion-Thompson Second-VanAernam to approve \$3000 be used for wellness incentives. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve Resolution 2019-3

**RESOLUTION 2019-3**

WHEREAS, the Audubon County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Audubon County Compensation Board met on January 9, 2019 and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2020:

Elected Official	Current Salary	Proposed Increase	Recommended Salary
Attorney	\$ 84650.00	6%	\$ 89729.00
Auditor	\$ 52437.94	5%	\$ 55059.84
Budget Director	\$ 3495.83	5%	\$ 3670.62
Recorder	\$ 49359.36	5%	\$ 51827.33
Sheriff	\$ 64970.14	7.5%	\$ 69842.90
Supervisors	\$ 28903.72	5%	\$ 30348.91
Supervisor-Chair	plus 500 stipend	additional \$500	total \$1000 stipend
Treasurer	\$ 49432.68	5%	\$ 51904.31

**THEREFORE, BE IT RESOLVED** that the Audubon County Board of Supervisors approves the following salary adjustments for the following elected officials for the fiscal year beginning July 1, 2020:

Elected Official	Approved Salary	Approved Increase
Attorney	\$ 87697.40	3.6%
Auditor	\$ 54011.08	3%
Budget Director	\$ 3600.70	3%
Recorder	\$ 50840.14	3%
Sheriff	\$ 67893.80	4.5%
Supervisors	\$ 29770.83	3%
Supervisor-Chair	\$ 800.00	\$300
Treasurer	\$ 50915.66	3%

Approved this 5th day of February, 2019

AYES: Nelsen-Thompson-VanAernam

NAYS: none

AUDUBON County Board of Supervisors

ATTEST:

/s/Todd M Nelsen

/s/Becky Marten, Clerk

Audubon Co. Supervisor, Chairperson

Audubon County Auditor

Discussion was held on meeting with Departments on quarterly or semi-annually basis to discuss budgets and percentage used in different line items. Date was set for February 19<sup>th</sup> to discuss and consider FY20 budget for approval and publication. Board discussed recent meetings attended.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$131,247.19. Vote-all in favor.

Motion-Thompson Second-VanAernam to recess at 12:55 pm to attend Assessor's Conference Board. Vote-all in favor.

Board reconvened at 1:30 p.m. and met with EMA Director Mike Jensen to discuss his current and upcoming budget. He stated his Board had approved a new vehicle purchase and discussed updating equipment. Board spent time organizing files and miscellaneous paper work.

Motion-Thompson Second-VanAernam to adjourn at 2:40 p.m.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Auditor Clerk

01/23/2019 through 02/05/2019

Vendor	Description	Amount
ACE HARDWARE	CUST SUPP	555.17
ARNOLD MOTOR SUPPLY	SR PARTS	799.71
AUDUBON CO SHERIFF	SERVICE FEE/SHER	191.58
AUDUBON COUNTY	JAN PR HRA CONTRIBUTION	26,290.80
AUDUBON FOOD LAND	JAIL/COMM SUPP/SHER	2,815.27
BARCO	SR SIGN MTRL	926.76
BAUM HYDRAULICS CORP	SR PARTS	595.64
BENTLEY SYSTEMS INC	SR DATA SERVICES	1,014.00
BRAYTON CITY CLERK	SR RUT REIMBS	542.36
BURR PLUMBING & HEATING INC	CH PLBG RPRS	67.99
CARD SERVICES	MTG REG/DSL/TELE/CONS	354.24
CASEY'S BUSINESS MASTERCARD	FUEL/EMA	27.36
CASS CO HEALTH SYSTEM	SR HEALTH SERVICES	27.00
CENTRAL IA DISTR INC	CUST SUPP/SHER	247.85
CERTIFIED POWER INC	SR PARTS	1,016.55
CERTIFIED TESTING SERVICES INC	SR ENG SERVICES	3,800.00
CITY SERVICE & PARTS	SR PARTS	17.39
CLARK SERVICE AND EXHAUST LLC	VEH RPRS/LABOR/SHER	169.64
CORPORATE OFFICE	WKLY FLEX FUNDING	343.56
COUNSEL	M/A COPIER/ASSR	153.84
DALLAS COUNTY SHERIFFS OFFICE	SERVICE FEE/SHER	61.24
DREES HEATING & PLUMBING INC	JAIL APPLIANCES/SHER	1,800.00
FASTENAL CO	SR PARTS/TOOLS/CHAINS	211.44
FIDLAR TECHNOLOGIES INC	AVID HOST SER/RECORDER	1,750.00
FIRST NATIONAL BANK OMAHA	SR PARTS	495.00
GALLS LLC	VEST/SHERIFF	808.00
GREVE PETROLEUM SERVICE	RS BUILDING MTRL	2,512.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST VISITS/MLG/PHN	2,235.00
INMAN, KATHY	FEB INS REIMB/SHER	147.66
IRON SHOP	SR LABOR/TIRES/PARTS	393.48
ISAC-GROUP HEALTH PROGRAM	JAN PY FEB PREM	69,108.00
JAMESON, JULIE L	TRANSCRIPTS/ATTY	220.00
MADSEN, ASHLEY	REIMB CUST SUPP	46.09
MAIL SERVICES LLC	PRINT/POST/TREAS	208.57
MARNE-ELK HORN TELEPHONE CO	TELE/E9311	149.60
MCKESSON MEDICAL-SURGICAL, MINNESOTA S	MED SUPP/PHN	19.86
MEDIACOM	CABLE/SHER	128.71
MEDICAP PHARMACY #8051	INMATE MEDS/SHER	328.99
MIDAMERICAN ENERGY CO	SR ELECTRIC	47.72
MURRAY, TERESA	MTG REG REIMB/PHN	185.00
NATIONAL DIST ATTORNEYS ASSN	MTG REG/ATTY	660.00
OPTIONS INK	SR DECALS	23.00
PITNEY BOWES PURCHASE POWER	CH POSTAGE	1,558.50
POLK COUNTY TREASURER, POLK CO MEDICAL	ME FEE-NJA TELEPHONIC	174.70
PRODUCTIVITY PLUS ACCOUNT	VEH SUPP/CONS	1,575.68
REPORTING SERVICES, LLC	TRANSCRIPTS/ATTY	51.00
SHOPKO STORES OPERATING CO LLC	CUSTODIAL WASTECAN	195.90
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/SHER	993.96

Claims Listing Report  
AUDUBON COUNTY

01/23/2019 through 02/05/2019

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Vendor	Description	Amount
TASC	COBRA ADM FEE MAR-MAY	120.00
THE OFFICE STOP	SR OFFICE SUPPLIES	60.02
UMLAND, DEBRA	MTG MLG REIMB/ASSR	77.00
UNITYPOINT CLINIC-OCCUPATIONAL	SR MEMBERSHIP	60.00
UPS	SHIPPING/SHERIFF	18.08
VANGUARD APPRAISALS INC	APPRAISAL SERVICES/ASSR	1,020.00
VERIZON WIRELESS	TELE/SHERIFF	594.99
VETTER EQUIPMENT - NAPA 1	VEH RPRS/SHERIFF	42.58
WELLMARK BC/BS	FSA ANNUAL FEE	415.80
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR PHONE	100.00
WINDSTREAM IOWA COMMUNICATIONS	SR PHONE	2,674.41
	<b>GRAND TOTAL</b>	<b>131,247.19</b>

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**SUPERVISOR'S MINUTE BOOK 2019**

**February 12, 2019**

The regular meeting of the Board of Supervisors was called to order at 8:35 a.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Laura Bacon, Diana Munch, Teresa Murray, Gary VanAernam, Lisa Frederiksen, Miranda Bills, Mitch Rydl, Chris Hemmingsen, Mike Jensen, Gary Riesgaard, Robert Nelson, Deb Umland, Deb Campbell and Doug Weston.

Motion-Thompson Second-Nelsen to approve agenda with addition of setting public hearing date for county budget. Vote-all in favor. No Custodial report.

Discussed EMA/E911 monies for director's new pickup.

Motion-Thompson Second-Nelsen to approve minutes of the February 5, 2019 minutes. Vote-all in favor.

Supervisor VanAernam joined the meeting.

Teresa Murray, Assistant Public Health Director, discussed wellness blood draws being done this Friday in the courtroom. She asked if Audubon City Chamber Bucks were okay to give to employees. Also discussed the \$3000 wellness costs being paid out of county budget. Discussed with Budget Director Frederiksen. Board stated for budget/coding purposes that non-insureds would have their \$50 screening fee paid for out of General Basic funds and that insureds screening fees are covered through insurance company funds and these employees would receive \$50 incentive from the HRA Fund.

Department Head meeting included discussion on handbook draft; department noncompliance with resignation requirements and improper use of paid-time-off earnings/extension of last day worked. Discussion on budget approval not being a "contract" or a "line-item" approval of any department expenditures—it is an estimation used to set levy rates for county to produce dollars requested—not an approval of staffing changes, raises, purchases, etc. Question on legality of "handbook" resignation penalty for not paying out vacation accruals; or if someone walks out/gives less than 2 weeks notice potential scenario. Comments/discussion of cold drafts coming from window and AC/units—covering up entire window panels versus just AC/unit; potential energy audit.

Kent Grabill, Roadside, discussed budgeting for landfill fees for roadside junk. Board agreed to pay remainder of bills out of dept 51 for FY19. Auditor Frederiksen stated a line item would be created for FY20 roadside budget and could be used for current/past FY19 usage along with budget amendment of funding to department 24. If board agrees to pay from different department a new code will still be needed: it will need to be out of rural basic, 7140 road clearing, and department 99—considered part of local effort from rural funds.

Motion-Thompson Second-VanAernam to reverse recoding TASC bills back to original Wellmark coding. Vote-all in favor - Auditor had reversed coding prior week per Board's discussion with Engineer.

Motion-VanAernam Second-Thompson to accept/file MMP update AMVC-South Fork #63613 Greeley Twp. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept/file MMP update L Handlos-Handlos-Rudolph #57972 Sharon Twp. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept/file MMP pertaining to owner change AMVC-Nelson Site #58248 Oakfield Twp. Vote-all in favor

VanAernam updated board on EMA/E911 meetings.

Ryan Berven/Katie Schmidt, representing Kingston Life and Health, presented the FY20 renewal for Audubon County's insurances. Secondary Roads Engineer, Office Manager and Sheriff Johnson were also present for the renewal meeting. Members will be receiving a letter regarding pharmacy changes in April 2019. Board asked Ryan if wellness money could be taken out of the HRA Fund. Ryan didn't see why not. Discussion on whether HRA funds could be transferred to the Supplemental Funds to offset the employee insurance costs/levy rate. Budget Director Frederiksen will check with State Auditor office on legality of this type of HRA usage.

Recorder Bills discussed IT Chris Erlandson leaving early from work last week and working from home today. Bills wanted to know if this was okay or do we have any kind of policy regarding this. No action taken.

Engineer Rydl gave the secondary road update – snow removal. Also presented quote for road resurfacing Littlefield Park Road. Rydl mentioned he has contacted Bob Jostens to incorporate this into the urban renewal plan. He has not talked to Bruce on this yet. Also explained 77% overage in secondary roads was due to non-budgetary purchase of a pay loader. Also, stated we tend to run over every year about this time. Nelsen asked about a level 'B' road by Duane Sloth residence that had been tore up by wind tower construction.

Auditor Frederiksen, discussed a resolution regarding revising Iowa Code §53.17(2) and discussed the absentee ballot process. No action taken. Board directed Auditor Frederiksen to add weir revenue of

\$70,000 and remove \$25,000 EMA allocation out of FY20 department 99 budget import file for them. More review of agenda budget items remains to be done and paper budget copies submitted.

Asst PHN Director Murray presented the board with Notice of Privacy Practices Policy. She explained each department would need this. Board directed her to make sure each department has received previously approved HIPAA policies along with this one. Motion-VanAernam Second-Thompson to approve Notice of Privacy Practices Policy. Vote-all in favor.

Motion-Thompson Second-VanAernam to recess at 12:55 pm to attend Safety Meeting. Vote-all in favor.

Rick and Todd returned to discuss budgets.

Treasurer Campbell, asked Board about budget amendment. They told her a memo would be coming out regarding this.

Board adjourned

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

February 19, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Lisa Frederiksen, Becky Marten, Chris Erlandson, Mitch Rydl, Jean Hinners, Laura Bacon. Gary VanAernam arrived at 11:30 a.m.

Motion-Thompson Second-Nelsen to approve the agenda with the addition of Jean Hinners with PHN concerns. Vote-all in favor. No Custodial report.

Motion-Thompson Second-Nelsen to approve minutes of February 12, 2019 meeting. Vote-all in favor.

Jean Hinners discussed the newspaper ad for Part-time RN Staff Nurse in Public Health Department. She questioned the need for additional staffing and also why the Board of Health minutes are not published or made known to the public. After much discussion she requested that the Supervisors do their homework and check into hours of staffing, wages, client numbers, etc. in the Public Health Department. Board stressed that Hinners attend an upcoming Board of Health meeting on February 28, 2019 at 12:30 to express her concerns and Supervisor Thompson will relay these concerns to the Board of Health at next meeting. She made the Board aware there is potential of legal ramifications when terminations and other issues are handled improperly.

Motion-Thompson Second-Nelsen to approve Resolution 2019-4 as follows. Vote-all in favor.

**RESOLUTION 2019-4**

**WHEREAS**, it is desired to transfer monies between operating funds of Audubon County, and **WHEREAS**, said operating transfers are in accordance with Section 331.432, Code of Iowa; and **WHEREAS**, for reporting purposes general basic/rural basic uniform patrol expenses will now be paid from or recoded to the general basic fund and a Board-approved percentage will be transferred from Rural Basic Fund to cover a portion of the total,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Audubon County, Iowa, as follows

1. Upon completion of recoding of uniform patrol expenditures to date, an amount equivalent to 50% of paid uniform patrol expenditures be transferred from the Rural Basic Fund to the General Basic Fund for FY19 expenditures on an as-needed basis.
2. The Auditor is directed to make a record in her books, accordingly, and to notify the Treasurer of these operating transfers, accompanying the notification with a copy of the resolution and the record of its adoption.

Passed on this 19<sup>th</sup> day of February, 2019 with the vote thereon being as follows:

AYES: Nelsen, Thompson

NAYS: None

/s/ Todd Nelsen

Chairperson, Audubon County Board of Supervisors

ATTEST:

/s/ Becky Marten

Audubon County Auditor Clerk

Motion-Thompson Second-Nelsen to hold a Special Meeting on Monday, February 25<sup>th</sup> at 8:30 a.m. in addition to regular meeting on February 26<sup>th</sup>. Vote-all in favor.

Discussion was held on RDP data processing bills and Bob Bogler was contacted and will attend the February 25<sup>th</sup> meeting to discuss the billing. Nelsen will contact Renee Von Bokern concerning changes in the Secondary Roads union contract. He will also contact Kingston on HRA reserves allowable usage and further discussion will be held at February 25<sup>th</sup> meeting.

Chris Erlandson with IP Pathways discussed with the Board creating e-mail addresses and their options for sharing mailboxes, etc. After providing various options the Board instructed him to create two individual user e-mails with a BOS shared mail box for the present time.

Motion-Thompson Second-Nelsen to agree to contract with PFM Financial Advisors to prepare annual bond disclosure reports. Nelsen will contact Susanne Gerlach of PFM. Vote-all in favor.

Motion-Thompson Second-Nelsen to pay Wellness expenses out of Department 51 in General Basic. Vote-all in favor. VanAernam arrived at 11:30 p.m.

Engineer Rydl gave the Secondary Roads report. Motion-Nelsen Second-Thompson to approve UPV request for GR15 and 17 bridge projects. Vote-all in favor. Motion-Nelsen Second-Thompson to approve UPV request for N36 HMA project. Vote-all in favor. Motion-Thompson Second-Nelsen to approve deletion of asset #1227 Stihl MS250 chainsaw which will be used for parts. Vote-all in favor.

Rydl explained the tracking software system they are using for their maintainers and trucks documenting locations of units at all times. Stated employees have been busy with snow removal.

Discussion held on consolidated urban renewal amendment with Engineer. With the recent construction of 43 more wind turbines Supervisor's preliminary proposal is to use 25% of increments toward Secondary Road projects.

Motion-Thompson Second-VanAernam to approve payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in separate publication following these minutes in the amount of \$132,574.16. Vote-all in favor.

Directed Auditor's Office to prepare Resolution re: Iowa Code 53.17(2) concerning legislation proposals for absentee ballots. Also discussed MH representative and her use of courthouse office space and having key to room designated for her use.

Motion-VanAernam Second-Thompson to adjourn at 12:58 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor Clerk

02/06/2019 through 02/19/2019

Vendor	Description	Amount
INTOXIMETERS INC	DRY GAS/RPRS/SHER	124.50
IOWA DIV OF LABOR SERVICES	CH BOILER INSPECTION	40.00
IP PATHWAYS	JAN DP SUPPORT	5,594.70
IRON SHOP	CHIPPER HOSE/CONS	16.80
JENNINGS, SARAH	TELE REIMB/ATTY	511.75
KASPERBAUER CLEANERS INC	DRYCLEANING/DEPUTY	22.87
KLOCKE, BRAD	TWP MTG REIMB	15.00
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	159.12
LARSEN, ADAM	VA RENT REIMB	550.00
MCLERAN, MATTHEW	MTG MEALS REIMB/CONS	39.68
MEDICAP PHARMACY #8051	MED SUPP/PHN	64.24
MENNENOH, LINDA L	TWP MTG REIMB	15.00
MIDAMERICAN ENERGY CO	SR ELECTRIC	5,411.54
MIDWEST COMPLIANCE ASSOCIATES	HIPAA CONSULT REIMB	541.67
MULLENGER, RON	MTG MLG REIMB/CONS	84.10
NACVSO	REG NATL VA CONF	350.00
NATIONAL DIST ATTORNEYS ASSN	2019 MEMBERSHIP DUES	105.00
NELSON, ROBERT J	ADM/PHN MLG REIMB	202.98
NELSON, ROGER B	VA RENT REIMB	850.00
NEW OPPORTUNITIES INC	GEN RELIEF FUNDING REIMB	1,325.00
O'HALLORAN INTERNATIONAL	SR PARTS	1,890.97
OLSEN, GARY	MTG MLG REIMB/CONS	73.34
POLK COUNTY SHERIFF'S OFFICE	SERVICE FEE/COURT	124.64
PROJECT HARMONY, ATTN: STEPHANIE DOWEL	3 REGISTRATIONS/ATTY	600.00
RASMUSSEN LUMBER CO	SR BLDG MTRL	46.99
SCHILDBERG CONSTRUCTION INC	SR GRAN MTRL	2,411.69
SECURE BENEFITS SYSTEMS	HRA FEES/DEC CLAIMS	25,765.91
SHOPKO STORES OPERATING CO LLC	INMATE SUPP/OFF SUPP/SHER	49.66
SORENSEN, LISA	ADM/PHN MLG REIMB	157.59
SOUTHSIDE WELDING & MACH LLC	SR WELDING/PARTS	696.02
STATE HYGIENIC LAB - ACCT REC	WATER TESTING/CONS	45.50
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/RECORDER	181.60
STRANDELL, AMY	MLG/MEAL/LODGING REIMB/ASSR	445.45
THE OFFICE STOP	SR OFFICE SUPPLIES	174.41
THOMSON REUTERS WEST PYMT CTR	PRINT CHG/ATTY	473.00
TOFT, HEATHER	MEI REIMB	200.00
UNITEDHEALTHCARE MEDICARE SOLU, ATTN: R	PHN MEDICARE REIMB	47.49
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	50.00
VERIZON WIRELESS	TELE/PHN	117.12
WAHLERT, CHRISTINE G	ADM/PHN MLG REIMB	114.75
WALTER, JASON	MTG MLG REIMB/CONS	96.76
WASPY'S TRUCK STOP, C/O PAT HANDLOS	CATERED MEAL/ ATTY/LAW ENFORCEMENT	382.50
WEITL, HOWARD	TWP MTG REIMB	15.00
WESTERN IA WIRELESS	SR INTERNET	100.00
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	72.58
ZIEGLER INC	SR BLADES/PARTS/LABOR/BATT/FILTERS	8,329.40
<b>GRAND TOTAL</b>		<b>132,574.16</b>



02/06/2019 through 02/19/2019

Vendor	Description	Amount
ACE HARDWARE	CUST SUPP/SHERIFF	96.73
AGRILAND FS INC	FUEL/CONS	3,118.93
AGRILAND FS INC 73	SR GREASE	8,531.58
ARCADIA LIMESTONE CO	SR SNOW MTRL	3,354.34
AUDUBON CITY	SR WATER	1,816.23
AUDUBON CO ADVOCATE JOURNAL	SHERIFF ADV	831.40
AUDUBON CO SHERIFF	SERVICE FEE/SHER	422.34
AUDUBON CO SOLID WASTE MGMNT, COMMISS	RS DISPOSAL SERVICE	617.28
AUDUBON FOOD LAND	COMM SUPP/JAIL/SHERIFF	4,137.86
BAKER, RICHARD M	VA MTG REIMB	50.00
BALLOU, MARLENE	MTG MLG REIMB/CONS	79.55
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICES	389.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	77.52
BRIGGS HEALTHCARE	MEDICAL PUBLICATION/PHN	19.95
BRUCK, TYLER	MTG MEAL REIMB/CONS	34.73
CARROLL CO AUDITOR	DHS CLUTER BRD SHARE FY19	1,520.00
CDW GOVERNMENT	DP SUPP/BATTERY BACKUP	1,055.05
CENTRAL SALT LLC	SR SNOW MTRL	19,551.47
CENTURYLINK	E911 TELE	14.00
CHAPMAN, ROBERT	SR SAFETY WEAR	130.00
CITY SERVICE & PARTS	VEH EXP/CONS	13.14
CLARINDA ACADEMY	SHELTER CARE JAN	1,446.15
CLARK, PATRICIA	ADM/PHN MLG REIMB	138.21
COMPUTER CONCEPTS OF IA INC	SR DATA SERVICE	400.00
CORPORATE OFFICE	WKLY FLEX FUNDING	252.59
COUNSEL	M/A COPIER/PHN	98.18
CRYSTAL CLEAR AUTO BODY	BATTERY/EMG MGT	157.00
D & J SUPPLY	SR TIRE REPAIR	494.90
DREES HEATING & PLUMBING INC	CH BOILER REPAIRS	596.24
ECOLAB PEST ELIMINATION DIV	PEST CTRL/JAIL/SHERIFF	81.10
ED M FELD EQUIP CO INC	FIRE EXT CHG/SHERIFF	25.00
ESBECK, CONNIE	MTG MLG REIMB/CONS	94.75
EXIRA CITY	SR WATER	82.85
FASTENAL CO	SR PARTS	76.06
FIRST NATIONAL BANK OMAHA	DP/OFF SUPP/RECORDER	298.88
GUTHRIE CO ENVIRONMENTAL HLTH	2ND QTR SANITARIAN REIMB	4,588.03
GUTHRIE COUNTY REC	ELECTRIC/CONS	1,171.25
HANSEN REPAIR	VEH RPRS/LABOR/SHERIFF	536.06
HANSEN'S M&M SERVICES	E911 ADDRESS/UPDATES	693.75
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST/MLG REIMB/PHN	2,495.00
HEARTLAND TIRES & TREADS	SR TIRES	5,132.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOUSBY MACK INC	SR PARTS	1,058.58
IA HEALTH CARE ASSOC, IA CENTER OR ASSIST	HHA MEMB/ANNUAL	430.00
IA LAW ENFORCEMENT ACADE, ST FISCAL OFF	JAIL SCHOOL REIMB X 2	6,640.00
IA PRISON INDUSTRIES	SR SIGN MTRL	536.90
IA STATE ASSN OF COUNTIES	ISAC REG/AUD/ELEC	380.00
IACCVSO	SCHOOL REG/VA	60.00

SUPERVISOR'S MINUTE BOOK 2019

February 25, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Others present were Rick Thompson. Gary VanAernam absent. Others attending were Lisa Frederiksen, Joni Hansen, Becky Marten, Chris Erlandson, Teresa Murray, Bob Nelson, Deb Campbell, Miranda Bills, Todd Johnson. Gary VanAernam arrived for short part of morning meeting.

Motion-Thompson Second-Nelsen to approve agenda with deletion of RDP billing discussion. Vote-all in favor.

Chris Erlandson discussed DP needs and stressed that he would like to get a Firewall installed within this years budget.

Supervisors worked on budget with help of Auditor Frederiksen. Auditor reminded Board regarding newspaper deadline at noon Tuesday the 26<sup>th</sup>.

Discussion of Sheriff's budget was held with Sheriff Johnson.

Teresa Murray and Bob Nelson of Public Health Dept stressed they are saving \$80,000 in P&C alone. Homemaker clients are down but other numbers remain same. Much discussion on costs and staff past and present. Administrator Nelson stated if necessary they will not hire one half-time nurse.

Treasurer Campbell and Recorder Bills joined meeting to discuss their hiring of shared employee.

Motion Nelsen Second-Thompson to approve 45% of wellness allocation come out Rural Basic Fund and 55% come out of General Basic Fund. Vote-all in favor.

At next Department Head meeting on March 12<sup>th</sup> Supervisors will do a sign-up sheet for department heads for review of budget allocations versus actual spending.

Motion-Thompson Second-Nelsen to adjourn the meeting at 4:32 p.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

  
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

February 26, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 p.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Laura Bacon, Doug Weston, Mike Blum, Chris Hemmingsen, John and Susan Osvald, Virginia Mennenoh, Mike Weich, Jeanne Maskill, Sarah Watson, Mitch Rydl, Todd Johnson, Tiffany Henkle, Deb Umland and Deb Campbell.

Motion-Thompson Second-VanAernam to approve agenda with the deletion of Tim Graca and the addition of amendment to Hazard Mitigation Plan. Vote-all in favor.

Doug Weston gave the custodial update and stated he had to replace the chemical pump on the boiler.

Motion-Thompson Second-VanAernam to approve the minutes of the February 19 meeting. Vote-all in favor. Board of Supervisor update on upcoming meetings with the Valley Business Park and New Opportunities.

Motion-Thompson Second-VanAernam to accept and file a MMP for Lawrence Handlos-Wegner, ID#64333. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve canceling the prior deletion of Sheriff Banshee tactical vest. Vote-all in favor. The Board reviewed and signed prior deletions. The Board placed calls to various Conservation Board members regarding budget cuts.

Motion-VanAernam Second-Thompson to appoint Mike Blum to fill the term of Chris Anderson on the Board of Adjustment, with the term ending Dec. 31, 2020. Vote-all in favor.

Mike Weich, Sarah Watson and Jeanne Maskill of NextEra gave an update on the Heartland Divide I project and stated all is going well and there would still be some reclamation work done in the spring. They are now beginning Heartland Divide II and are in the first steps of that development which wouldn't be until 2021 at the earliest.

Motion-VanAernam Second-Thompson to approve an amendment to the HMGP Hazard Mitigation Plan for Audubon County which changes the completion date to now be July 31, 2019. Vote-all in favor.

Mitch Rydl discussed with the Board that he has talked to Region XII regarding updating the Comprehensive Plan, maps and Planning and Zoning Ordinance for Audubon County. Vote-all in favor. Susan Osvald stated that an updated plan would be helpful with an updated list of major employers within the county. Motion-VanAernam Second-Thompson to delete SR asset #1161, OTC filter crusher. Vote-all in favor. Rydl stated his crews were moving snow and trying to get the roads opened up.

Sheriff Todd Johnson and Tiffany Henkle went over possible cuts that could be made in the Sheriff's Department budget.

Deb Umland discussed agland values with the Board and how numbers are calculated. Deb Campbell reviewed budget cuts.

Board received approval from Laura Bacon to submit their FY20 budget notice after the noon deadline-received extension to end of the day.

Motion-Thompson Second-VanAernam to approve the Public Notice for FY20 Budget for publication. Vote-all in favor.

The Chairman adjourned the meeting at 4:43 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Auditor

SUPERVISOR'S MINUTE BOOK 2019

March 5, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 p.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Alicia Humphrey, Mitch Rydl, Duane Deist, Teresa Murray, Chris Erlandson and Laura Bacon.

Motion-VanAernam Second-Thompson to approve agenda with the addition of CASI certificate. Vote-all in favor. Doug Weston gave an update and stated he is waiting on parts for the chemical pump on the boiler. Motion-Thompson Second-VanAernam to approve the minutes of the February 25 meeting. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the February 26 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$168,975.61. Vote-all in favor.

Motion-Thompson Second-VanAernam to split the Office365 email billings by fund. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the deletion of the Sheriff's Monarch vest to Roadside. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept and file the resignation of Dispatcher Amanda Doherty. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept and place on file the Clerk of Court's February Report of Fees. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file the Auditor's February month-end reports. Vote-all in favor.

Board of Supervisor update on meetings with New Opportunities, the Valley Business Park and Public Health. The appointment to the Board for Workforce Development was also discussed.

Motion-VanAernam Second-Thompson to sign the Wellmark Renewal and MSP addendum. Vote-all in favor.

Auditor Lisa Frederiksen reviewed ACA insurance penalties with the Board. She had contacted/discussed ACA with Von Bokern regarding ability to implement the changes (full single coverage to employees working 30-40 hour range) in the current proposed 3-year contract with the Teamsters as this item had been overlooked by county during negotiations. The Board placed a call to Renee Von Bokern.

Frederiksen reviewed valuations and changes with the Board until Board then began discussion on secondary roads sick leave conversion no longer being in the union contract.

Renee Von Bokern called and discussed sick leave conversion stating it was no longer in the union contract for Secondary Roads but would be discussed with the possibility of adding to the handbook stating it had to be a bona fide retirement, 15 years of service and a letter of award. Renee also stated she is finishing up the Sheriff's agreement.

Motion-VanAernam Second-Thompson to sign the PPME FY20 union contract. Vote-all in favor.

Mitch Rydl and the Board reviewed a letter regarding proposed legislation for load limits on roads and bridges. Rydl stated his crews were moving snow and trying to get the roads opened up. Rydl discussed meeting with JEO regarding city projects and also discussed the bridge going out to the fairgrounds.

Motion-Thompson Second-VanAernam to accept and place on file the Auditor's TIF project costs and receipts. Vote-all in favor.

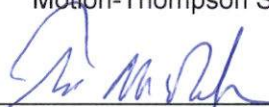
The Board will set up budget reviews with Department Heads and they will also be working on a budget amendment.


The Board will talk with Chris Erlandson before contacting Jesse Martinez of OCIO. Teresa Murray let the Board know she had emailed the HIPAA policies to all department heads.

Motion-Thompson Second-VanAernam to sign the Cost Advisory Services certificate. Vote-all in favor.

Chris Erlandson, IT, discussed the proposal for a firewall replacement and also discussed reviewing various policies that have to do with IT.

Motion-Thompson Second-VanAernam to adjourn the meeting at 2:03 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
\_\_\_\_\_  
Audubon County Auditor

02/27/2019 through 03/05/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUST SUPP	313.27
ARCADIA LIMESTONE CO	SR SNOW MTRL	3,513.25
ARNOLD MOTOR SUPPLY	SE PARTS/ADDITIVES	204.46
AUDUBON CHAMBER OF COMMERCE	WELLNESS INCENTIVE	1,700.00
AUDUBON CITY	GEN RELIEF UTILITIES	193.53
AUDUBON CO ECONOMIC DEVE	MARKETING WORKSHOP/CONS	100.00
AUDUBON CO MEMORIAL HOSP	SR HEALTH SERVICES	171.20
AUDUBON CO SHERIFF	SERVICE FEE/SHER	128.66
AUDUBON COUNTY	SR OFFICE SUPPLIES	35.99
AUDUBON DENTAL CENTER	INMATE DENTAL WK/SHER	438.00
AUDUBON DIESEL LLC	SR PARTS	5,462.77
AUDUBON FAMILY HEALTH CARE	INMATE EXAM/SHER	281.35
BAACK, STANLEY	TOWNSHIP MTG REIMB	30.00
BEANE, DAVID P	MTG MEAL REIMB/SHER	48.20
BUSINESS CARD	MTG LODGING/SHER	538.18
CAMPBELL, PAUL	TOWNSHIP MTGS REIMB	30.00
CELLEBRITE USA, INC	UFED TOUCH ULTIMATE SW RENEWAL-SHER	3,700.00
CENTRAL IA DISTR INC	CUST SUPP/SHERIFF	662.90
CENTRAL IOWA WATER INC	CH CUST SUPP/BOILER	421.00
CHRISTENSEN, PAUL D	TOWNSHIP MTGS REIMB	30.00
CLARK SERVICE AND EXHAUST LLC	TIRE-SHER	17.50
CORPORATE OFFICE	WKLY FLEX FUNDING	39.02
COUNSEL	M/A COPIER/ASSR	286.78
DATAMAXX APPLIED TECHNOLOGIES	DP ANNUAL BACKUP	284.00
EMERGITECH LLC/ZUERCHER	E911 MAINT	8,076.70
GRABILL, KEITH	TOWNSHIP MTG REIMB	30.00
GRABILL, SAMUEL	TOWNSHIP MTG REIMB	30.00
GRIMM, DENNIS E	TOWNSHIP MTG REIMB	15.00
HANSEN REPAIR	BATTERY/TIRE RPRS/SHERIFF	209.95
HANSEN, ROBERT C	TOWNSHIP MTGS REIMB	45.00
HANSEN, ROD	TOWNSHIP MTG REIMB	15.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/PTA/MLG REIMB/PHN	1,965.00
HOLIDAY INN-NORTHWEST	MTG LODGING/SHERIFF	436.71
IMAGETEK INC	DP SERVICES/TREAS	150.00
INMAN, KATHY	INS PREM REIMB	147.66
IRON SHOP	HOSE/CONSERVATION	741.44
JESSEN, JANE	TOWNSHIP MTGS REIMB	30.00
JOHNSON, TODD W	FUEL REIMB/SHERIFF	91.19
KERKHOFF, LINDA	TOWNSHIP MTG REIMB	30.00
KESSLER FUNERAL HOMES INC	MED TRANSPORT	800.00
KILWORTH, LONN	TOWNSHIP MTGS REIMB	45.00
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	237.19
MEDIACOM	CABLE-SHER	128.71
MICHAEL, BRETT P	MH ADVOCATE MLG REIMB	85.68
MIDAMERICAN ENERGY CO	SR ELECTRIC	26.55
MIDWEST WHEEL COMPANIES	SR MISC ADD/PARTS	487.16
NORSOLV SYSTEMS ENVIRON SERV	SR PARTS CLEANING	335.90
OMAHA WORLD-HERALD	SUBS RENEWAL/SHERIFF	210.60

02/27/2019 through 03/05/2019

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
OSVALD, JOHN L	TOWNSHIP MTGS REIMB	45.00
PAT KAISER'S CHRISTIANSEN MTRS	NEW VEHICLE/SHERIFF	27,714.00
PRODUCTIVITY PLUS ACCOUNT	RS PARTS	739.42
RIESGAARD, DUSTIN	SR SAFETY WEAR	130.00
SHELBY CO AUDITOR	3RD QTR JUV COURT RENT REIMB	567.00
STEFFENSEN, ERIC	SR SAFETY WEAR	130.00
STEFFES, DEBRA	MEAL REIMBURSEMENT-SHER	45.93
STONE PRINTING OFFICE PRODUCTS	OFF/DP SUPP/SHERIFF	521.70
THE OFFICE STOP	OFF SUPP/PHN	75.90
TIBBEN, DANIEL	TOWNSHIP MTG REIMB	30.00
TOFT, HEATHER	MEI REIMB	600.00
TRITECH FORENSICS INC	SAFETY SUPP/SHER	79.45
UMLAND, DEBRA	MTG MLG REIMB/ASSR	74.90
UNITYPOINT CLINIC-OCCUPATIONAL	SR HEALTH SERVICES	84.00
UNPLUGGED WIRELESS LLC	RADIO EQUIP RPRS/SHERIFF	2,145.26
UPS	SHIPPING/SHERIFF	16.06
US CELLULAR	RS PHONE	574.52
VERIZON WIRELESS	TELE/SHERIFF	594.83
WESTERN IA WIRELESS	SR PHONE	100.00
WINDSTREAM IOWA COMMUNICATIONS	TELE-VA	2,687.51
	<b>GRAND TOTAL</b>	<b>69,955.98</b>

**SUPERVISOR'S MINUTE BOOK 2019**

**March 12, 2019**

The regular meeting of the Board of Supervisors was called to order at 8:30 p.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Todd Johnson, Tiffany Henkle, Gary Riesgaard, Chris Hemmingsen, Bruce Haag, Deb Campbell, Mike Jensen, Deb Umland, Mitch Rydl, Kent Grabill, Teresa Murray, Angie Baylor, Chris Erlandson, Darci Alt and Laura Bacon.

Motion-Thompson Second-VanAernam to approve agenda with the addition of Weed Commissioner. Vote-all in favor. Doug Weston gave an update and stated he had some water coming in upstairs and had contacted the roofer. Motion-VanAernam Second-Thompson to approve the minutes of the March 5 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve Resolution 2019-5 as follows. Vote-all in favor.

**Resolution 2019-5**

BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors, that Michelle Fishback, be hired as a Full-Time Dispatcher/Jailer for the Sheriff's Office. Her full-time starting date will be March 12<sup>th</sup>, 2019. Her hours will increase to a minimum of 40 hours with the option to work overtime as needed to fill the schedule. Her wage will remain at \$15.89 per hour until July 1, 2019. Dispatcher/Jailer wages and benefits shall follow that of the Union Contract.

Dated at Audubon County, Iowa this 12<sup>th</sup> day of March, 2019.

/s/ Todd M. Nelsen, Chairperson, Board of Supervisors, Audubon County

ATTEST: /s/ Joni Hansen, Audubon County Deputy Auditor

Motion-Thompson Second-VanAernam to accept and place on file the Recorder's February Report of Fees. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a MMP Update for Muhr (Handlos), ID#65707. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP for Dan and Bill Christensen, ID#68467. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the deletion of Sheriff's assets #0776-Spectra camera and a 2014 Chevy Tahoe. Vote-all in favor.

The Department Head meeting was held and actual/budget reviews, upcoming budget amendment, HIPAA policies and the purchasing of toner and office supplies were discussed. Chris Erlandson stated he would do the ordering of toner for offices. Deb Umland discussed the values on the wind towers and that she is having trouble getting the information she needs. She was advised to contact the Project Director. Participation in the Wellness program was discussed and also a request by departments to use an Amazon account for the purchase of supplies.

Board of Supervisors update – Partnership for Children upcoming meeting and also the Farm Bureau meeting that had been attended.

The Chairman opened the Public Hearing on the FY20 budget. No oral or written comments were received. Motion-VanAernam Second-Thompson to close the public hearing at 10:12 a.m. Vote-all in favor. The Board reviewed budgets and contacted some departments to see if any more budgets could be reduced.

Darci Alt met with the Board and reviewed mental health services provided to the county. Alt also discussed the budget, levy rates, residency and administrative costs.

Kent Grabill gave the Weed Commissioner update and stated that Iowa only has one noxious weed now, palmer amaranth. Discussion was also held regarding spraying and mowing the ditches.

Mitch Rydl gave the Secondary Road update. Roads, snow removal, road conditions and load limits on bridges were discussed.

Chris Erlandson, IT, worked with the Board regarding emails.

Motion-VanAernam Second-Thompson to approve Resolution 2019-6 as follows. Vote-all in favor.

**RESOLUTION NO. 2019-6**

**A RESOLUTION ADOPTING BUDGET AND CERTIFYING TAXES  
FOR FYE JUNE 30, 2020**

**WHEREAS**, Audubon County has published a proposed FY20 Budget Estimate in the March 1, 2019 Audubon County Advocate Journal and conducted the budget hearing on March 12, 2019; and

**WHEREAS**, the Audubon County Board of Supervisors took any comments from the public regarding such proposed budget at the March 12<sup>th</sup> public hearing; and

**WHEREAS**, the Board of Supervisors reviewed the proposed budget and discussed any possible adjustments to lower expenditures or levy rates

**NOW THEREFORE BE IT RESOLVED** by the Audubon County Board of Supervisors that in compliance with Iowa Code Section 331.434 (5) the FY19 Audubon County Adoption of Budget & Certification of Taxes is hereby approved and adopted at the March 12, 2019 budget hearing as published.

**BE IT FURTHER RESOLVED**, that the General Basic Fund Balance be assigned for the following purposes:

\$ 40,000 for annual CABEDA commitment

\$ 22,000 for July contribution in full to Audubon County Fairboard

\$ 50,178 as the estimated ending balance in reserved sheriff revenues to be used in compliance with Iowa Code 356.7 (5)

Dated this 12<sup>th</sup> day of March, 2019.

By: /s/ Todd Nelsen, Chairman, Audubon County Board of Supervisors

ATTEST: /s/ Joni Hansen, Audubon County Deputy Auditor

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:56 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor



SUPERVISOR'S MINUTE BOOK 2019

March 14, 2019

The special meeting of the Board of Supervisors was called to order at 8:35 a.m. by Chairman Todd Nelsen upon conference call from Supervisor Thompson. Others present were Rick Thompson (via conference call), Gary VanAernam (via conference call), Lisa Frederiksen, Mitch Rydl, Dave Beane, Mike Jensen and Todd Johnson.

Motion-Thompson Second-Nelsen to approve agenda. Vote all in favor. Discussion held on policing process per the proposed Road Embargo Resolution presented by Engineer Rydl. Supervisor VanAernam conference called into meeting for a time at 8:40. Motion Thompson Second-Nelsen with vote: all in favor to approve the following resolution:

**Resolution 2019-7  
RESOLUTION OF NECESSITY**

**WHEREAS:** The Board of Supervisors of Audubon County, Iowa, met to consider placing load limits on selected "Load Sensitive" road surfaces in the Audubon County Secondary Road System, to prevent frost break up, excessive load break up, etc.

**And**

**WHEREAS:** This authority is granted under Iowa Code Sections 321.236(8), 321.255, and 321.471 to 321.473 to prohibit the operations of vehicles upon Secondary Roads or impose restrictions as to weight of vehicles to be operated upon said secondary roads, except farm tractors as defined in Section 321.1, Subsection 24, for a total period not to exceed ninety days in any one calendar year, whenever any said highway by reason of deterioration, rain, snow or other climactic conditions will be seriously damaged or destroyed unless the use of vehicles thereon is prohibited or the permissible weights thereof reduced.

**And**

**WHEREAS:** The Board states that all granular surfaced roads be embargoed and allowing only trucks and other vehicles with a gross weight of less than ten (10) tons to travel these roads.

**And**

**WHEREAS:** The Board states that all granular surfaced roads be embargoed and allowing only trucks and other vehicles with a gross weight of less than ten (10) tons to travel these roads.

**THEREFORE:** The Audubon County Board of Supervisors resolves to hereby order the County Engineer to enact load limits of ten (10) tons immediately on all granular surfaced roadways within Audubon County, as soon as he deems necessary. These limits shall become effective upon signing of this resolution and shall remain in effect until this resolution is redacted by the Audubon County Board of Supervisors.

**BE IT FURTHER RESOLVED** that the Board of Supervisors authorizes that the County Engineer, may, at his discretion, authorize permits of exemption for loads not already exempted by the previous paragraph of this resolution. Any such permit must be specific to the exempted vehicle and its load, and must bear an original signature, in red, of the County Engineer authorizing the exemption.

Passed and approved this 14<sup>th</sup> day of March, 2019  
Audubon County, Iowa Board of Supervisors

/s/ Todd M Nelsen

ATTEST By: /s/ Lisa Frederiksen, Audubon County Auditor

Further discussion on any potential likelihood of emergency funding/public assistance and contacting law enforcement, fire/emergency agencies of road conditions. Sheriff Johnson joined meeting at 9:00 a.m. Engineer offered to have his department contacted if any such agencies needed road assistance/treatment.

Motion-Thompson Second-VanAernam to adjourn the meeting at 9:03 a.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

SUPERVISOR'S MINUTE BOOK 2019

March 18, 2019

The special meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Gary VanAernam, Lisa Frederiksen, Diana Munch, Becky Marten, Deb Umland, Mitch Rydl, and Chris Erlandson.

Motion-Thompson Second-VanAernam to approve agenda. Vote all in favor.

Board discussed request by State Auditor for extension of final audit report. Telephone call made to Donna Kruger of State Auditor's Office and message left to return call for explanation of extension.

After review and discussion Motion-VanAernam Second-Thompson to sign and forward to State Auditors the Capital Asset listing for FY18. Vote all in favor.

Further discussion of the Shelby County Audit release will be responsibility of the EMA and E911 boards.

The Board reviewed FY18/FY19 YTD actuals for various departments.

Engineer Rydl brought in resolution for review.

Assessor Umland discussed 100% valuations and tried to explain increases and decreases for various years.

IT Chris discussed with Jesse Martinez-OCIO (via conference call) OCIO services and OCIO wanting to do a pilot with ICN. Also, Chris discussed backups for servers, firewall estimated cost \$9000, new servers for next year-estimated costs \$20-\$30,000.

Discussed final handbook changes and will meet with Renee Von Bokern April 1, 2019.

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:05 p.m. Vote-all in favor.

*Rick Thompson - Vice Chair*  
Chairman, Audubon Co. Board of Supervisors

Attest: *Diana L Munch - Deputy*  
Audubon County Auditor

**SUPERVISOR'S MINUTE BOOK 2019**

**March 19, 2019**

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Others present were Rick Thompson, Gary VanAernam, Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Mike Blum, Deb Umland, Sarah Jennings and Mitch Rydl.

Motion-VanAernam Second-Thompson to approve agenda with the deletion of Martinez and the addition of Danish Wines & Vines. Vote all in favor. Doug Weston updated the Board on being called in two nights when the alarm was going off in the computer room. The chemical pump for the boiler is in but will wait until the boiler is shut down before installing.

Deb Umland brought the values for the wind towers that she had received stating that each tower had a value of two million dollars.

Motion-Thompson Second-to approve the minutes of the March 12 meeting. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the March 14 meeting. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$106,066.87. Vote-all in favor.

Board of Supervisors update – East/West Nishnabotna meeting tomorrow, Aureon meeting, Southwest Iowa Juvenile and Heart of Iowa meetings were discussed.

Motion-VanAernam Second-Thompson to approve a Class C Native Wine permit for Danish Wines and Vines. Vote-all in favor.

Sarah Jennings discussed the Shelby County audit release and stated she will draft a letter to the EMA board members.

Mitch Rydl gave the Secondary Road update and discussed the Senate Study Bill and Senate File passed by the Senate Committee on Transportation and stated they are opposed to it as it is a safety issue as our wooden bridges would not handle the additional weight. Motion-Thompson Second-VanAernam to approve Resolution 2019-8 as follows. Vote-all in favor.

**AUDUBON COUNTY BOARD OF SUPERVISORS**

Resolution 2019-8

**A RESOLUTION OPPOSING SENATE STUDY BILL 1045 AND SENATE FILE 184 PASSED BY THE SENATE COMMITTEE ON TRANSPORTATION**

WHEREAS, the Transportation Committee in the Iowa Senate has passed House Study Bill 1045 (SF 184) which would amend and make changes to Iowa Code Chapter 321 related to transportation of indivisible loads and raw forestry products on primary and non-primary highways, and;

WHEREAS, Audubon County owns and maintains non primary highways, and is fiscally and legally responsible for the non-primary highways within the County, and;

WHEREAS, Audubon County owns and maintains 200 structures classified as bridges by the National Bridge Inspection Standards, and;

WHEREAS, many of the bridges owned by Audubon County are aging and structurally deficient or functionally obsolete, and;

WHEREAS, current funding is not adequate to replace or rehabilitate these bridges at the rate their conditions are deteriorating, and;

WHEREAS, the non-primary roads and bridges owned by Audubon County serve a critical need for residents, agricultural users, businesses, schools, post offices, and emergency responders, and;

WHEREAS, the proposed bill would allow the Iowa Department of Transportation to issue annual permits to forestry industry haulers for loads up to 130,000 pounds on non-primary highways throughout Iowa, without knowledge of or notice given to the agencies which own these highways and the structures thereon, and;

WHEREAS, bridges within Audubon County have been designed for loads that were legal on Iowa roads at the time of their construction, and bridges have only been rated or posted with weight restrictions for loads that are currently legal on roads, and;

WHEREAS, each bridge within Audubon County is unique based on its age, design, and current condition, and;

WHEREAS, load rating to ensure safe passage of loads greater than 80,000 pounds would be unique for each load on each individual bridge, and;

WHEREAS, the traversing of Audubon County bridges by loads up to 130,000 pounds without the County being afforded the knowledge of or the ability to restrict each occurrence, would result in gradual and possibly sudden failure of bridges within the County, and;

WHEREAS, Audubon County would likely bear legal and financial liability for subsequent failure of its bridges, even if such failures are caused by loads they did not permit, and;

WHEREAS, Audubon County is not financially able to repair or replace bridges which would be subject to accelerated deterioration by increased loads, and;

WHEREAS, Audubon County and its residents, farmers, businesses, schools, post offices, and emergency responders, would be subjected to undue operational and economic hardships by further degradation of its road system and the structures thereon;

THEREFORE BE IT RESOLVED, that the Audubon County Board of Supervisors strongly urges all Iowa lawmakers to vote in opposition to this legislation.

Resolved this 19th day of March, 2019.

/s/ Todd M. Nelsen

Chairperson, Audubon County, Iowa Board of Supervisors

ATTEST

By: /s/ Joni Hansen, Deputy Audubon County Auditor

Motion-Thompson Second-VanAernam to approve UPV for JEO Inv#108496-FM-C0005(72), N36 pavement project. Vote-all in favor. Motion-VanAernam Second-Thompson to approve UPV for JEO Inv#108498-BROS-SWAP-C005(54), GR 15 & 17 bridge projects. Vote-all in favor. Rydl also discussed flood damage to a bridge construction project, a bridge damaged by flooding and damage done to plugged culverts, water over the road and pot holes.

Motion-VanAernam Second-Thompson to amend the agenda to sign the letter for extension and the Journal Entry Report to the State Auditor. Vote-all in favor. Motion-Thompson Second-VanAernam to sign a letter of request for an extension to the State Audit Report. Vote-all in favor. Motion-Thompson Second-VanAernam to sign the Adjusting Journal Entry Report for the State Auditor. Vote-all in favor.

The Board signed a letter to Governor Kim Reynolds in opposition of Senate File 184 passed by the Senate Committee on Transportation.

Nelsen will call the city regarding work on their ordinances.

Motion-Thompson Second-VanAernam to adjourn the meeting at 1:45 p.m. Vote-all in favor.

*Rich Thompson - Vice Chair*  
Chairman, Audubon Co. Board of Supervisors

Attest: *Joni Hansen, Deputy*  
Audubon County Auditor

03/06/2019 through 03/19/2019

Vendor	Description	Amount
ACE HARDWARE	HDWE/CONS	438.19
AGRILAND FS INC	SHERIFF FUEL	1,750.01
AGRILAND FS INC 73	SR PARTS	31,574.24
ARMENTROUT, DONALD	VA TRANSPORT	80.00
AUDUBON CHAMBER OF COMMERCE	WELLNESS INCENTIVE	850.00
AUDUBON CO ADVOCATE JOURNAL	JV POST/CLERK	1,021.07
AUDUBON CO SHERIFF	SERVICE FEE/SHERIFF	97.66
AUDUBON STATE BANK	CHECKS/RECORDER	11.00
BAKER, RICHARD M	VA MTG REIMB	50.00
BILLS, MIRANDA	DP SUPP REIMB/RECORDER	38.58
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICES	389.00
BOHLMANN, RICK	VA RENT REIMB	450.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	64.77
BORNHOLDT, DWAYNE	TOWNSHIP MTG REIMB	30.00
BRAYTON CITY CLERK	SR RUT REIMBS	537.48
BRUCK, TYLER	MTG MLG/MEALS REIMB/CONS	100.83
BUSINESS CARD	MOTEL/JAIL SUPP/FUEL/FINANCE/SHERIFF	640.61
BW GAS & CONVENIENCE RETAIL	CH SNOWBLOWER FUEL	10.40
CARD SERVICES	MTG LODGING/DSL/CONS	302.30
CASS CO HEALTH SYSTEM	NEW EMP MED/CONS	136.00
CENTURYLINK	E911 TELEPHONE	14.00
CHRISTOFFERSON, TOM	TOWNSHIP MTG REIMB	45.00
CITY SERVICE & PARTS	SR FILTERS/PARTS/MISC ADD	254.23
CLARINDA ACADEMY	JUV CARE REIMB	1,306.20
CLARK SERVICE AND EXHAUST LLC	SHER OIL/LUBE	58.95
CLARK, PATRICIA	ADM/PHN MLG REIMB	167.28
CORPORATE OFFICE	WKLY FLEX FUNDING	769.75
COST ADVISORY SERVICES INC	PREP FY 2018 PLAN	4,125.00
COUNSEL	M/A COPIER/PHN	70.46
D & J SUPPLY	SR TIRE REPAIR	440.00
EAGLE PRESSURE WASHER SRVC LLC	SR PARTS	193.25
ECOLAB PEST ELIMINATION DIV	JAIL PEST CONTROL	81.10
ELMQUIST WELDING & RPR INC	RS PARTS/LABOR	175.25
EXIRA CITY	SR WATER	87.02
FASTENAL CO	SR BOLTS/PARTS	211.00
FIRST NATIONAL BANK OMAHA	SR FINCANCE	452.61
FREDERIKSEN, LISA	OFF SUPP/PKING/MLG/AUDITOR	103.48
GUTHRIE CO ROAD DEPT	SR TRIANING ADM	25.00
GUTHRIE COUNTY REC	ELECTRIC/CONS	679.62
HAAG, BRUCE	MEAL REIMB/CONS	13.56
HANSEN'S M&M SERVICES	911 UPDATE	786.25
HAYS, JON	TOWNSHIP MTG REIMB	45.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST VISITS/MLG REIMB	2,250.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOEGH, BRUCE	TOWNSHIP MTG REIMB	30.00
HOUSBY MACK INC	SR PARTS	3,364.36
IA DIV OF CRIMINAL INVESTIGATI	SHER REG FEE	120.00
IA STATE ASSN OF COUNTIES	BOS MTG/REGISTRATION	250.00

03/06/2019 through 03/19/2019

Vendor	Description	Amount
INLAND TRUCK PARTS COMPANY	SR PARTS	218.36
IRON SHOP	BACKHOE LABOR/TUBE/CONS	411.11
ISSDA FINANCIAL ADMINISTRATOR	SHER CIVIL SCHOOL REG	250.00
JENNINGS, SARAH	REIMB TELE/ATTY	119.15
JENSEN COLLISION CENTER INC	CAR REMOVAL/VA	40.00
JENSEN, DAVID A	TOWNSHIP MTG REIMB	45.00
JESSEN, DWIGHT	SR INSURANCE REIMBS	231.60
JOHNSON, TODD W	REIMB FUEL EXP/SHERIFF TRANSPORT	41.90
KIMBALL MIDWEST	SR BOLTS	118.16
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	84.15
MARNE-ELK HORN TELEPHONE CO	E911 TELE	149.30
MICHAEL, BRETT P	MH FEB MLG REIMB	188.19
MIDAMERICAN ENERGY CO	SR ELECTRIC	5,499.02
MIDWEST COMPLIANCE ASSOCIATES	HIPAA COMPLIANCE SER	1,000.00
MIDWEST WHEEL COMPANIES	SR PARTS/ADDITIVES	534.21
MURRAY, SARAH	HCA/HMK MLG REIMB/PHN	46.92
NELSON, JAY	TOWNSHIP MGT REIMB	15.00
NELSON, ROBERT J	ADM/PHN/BT MLG REIMB	93.84
O'HALLORAN INTERNATIONAL	SR PARTS	48.40
PAULSEN, SHAWN	SR ENG MILEAGE REIMBS	294.30
PIE ELECTRIC INC	SR BLDG	4,370.00
RASMUSSEN LUMBER CO	SR BLDG SUPPLIES	3.99
REGION XII COUNCIL OF GOVTS	#2 HAZARD MITIGATION PAYMENT	4,100.00
REGIONAL WATER INC	REIMB GEN RELIEF	100.00
RIESGAARD, GARY N	VA MTG MLG REIMB	80.58
RIESGAARD, JERRY	TOWNSHIP MTG REIMB	45.00
SECURE BENEFITS SYSTEMS	HRA PARTICIPANT FEE	9,866.11
SHOPKO STORES OPERATING CO LLC	JAIL/CUST/OFF SUPP/SHERIFF	65.84
SORENSEN, CHARLES	SR SAFETY WEAR	130.00
SORENSEN, LISA	ADM/PHN MLG REIMB	53.04
SORNSON, GALEN	TOWNSHIP MTG REIMB	30.00
SOUTHSIDE WELDING & MACH LLC	SR LABOR/WELDING/PARTS	1,681.07
STATE MEDICAL EXAMINER'S OFFIC	AUTOPSY/TOXICOLOGY FEE	4,211.00
STONE PRINTING OFFICE PRODUCTS	VA OFFICE SUPPLIES	226.56
THE AUTO CLINIC	BATTERY/CONS	98.95
THE OFFICE STOP	SR OFFICE SUPPLIES	29.50
THE SCHNEIDER CORPORATION	SR DATA SERVICES	1,349.87
THOMSON REUTERS WEST PYMT CTR	ATTY PUBL	473.00
UMLAND, DEBRA	MTG MLG/PARKING REIMB/ASSR	141.09
UNITYPOINT CLINIC-OCCUPATIONAL	NEW EMP DRUG SCREEN/CONS	42.00
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	50.00
VERIZON WIRELESS	TELE/PHN	116.72
WAHLERT, CHRISTINE G	ADM/PHN MLG REIMB	37.74
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WILLIAMS WELDING INC	STORAGE/SHER EVID BLDG	7,500.00
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	66.15
ZIEGLER INC	SR PARTS/FILTERS/LABOR/BLADES	6,997.78
<b>GRAND TOTAL</b>		<b>106,066.87</b>

SUPERVISOR'S MINUTE BOOK 2019

March 26, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Vice-Chairman Rick Thompson. Others present were Gary VanAernam, Becky Marten, Doug Weston, Mike Jensen, Lauren Subler of Region XII, Deb Campbell, Mitch Rydl and Mike Blum. Chairman Todd Nelsen absent.

Motion-VanAernam Second-Thompson to approve agenda with deletion of #2248 and #2287 Dell Computers. Vote all in favor.

Custodian Weston reported he was called out over week-end for alarm in computer room. He is working on controlling the temperature. Also discussed pickup of recyclables in near future.

Motion-Van Aernam Second-Thompson to approve minutes of March 18<sup>th</sup> meeting. Vote all in favor. Motion-Thompson Second-VanAernam to approve minutes of March 19<sup>th</sup> meeting. Vote all in favor.

Lauren Subler of Region XII and EMA Director Mike Jensen presented the Audubon County Hazard Mitigation Plan. Lauren explained that this plan must be updated every 5 years. Main changes were in updating demographics. They were required to use census data as Schneider/Beacon was not cooperative in supplying data and she recommended Board present this problem to them for further reference. Board requested a few changes to the report and these will be corrected by Region XII and forwarded on to proper authorities.

Motion-VanAernam Second-Thompson to adopt Resolution Number 2019-9. Vote-all in favor.

Resolution No. 2019-9

**Resolution Adopting Multi-Jurisdictional Hazard Mitigation Plan  
A RESOLUTION OF THE AUDUBON COUNTY BOARD OF SUPERVISORS ADOPTING THE  
AUDUBON COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN 2018**

**Whereas**, The Board of Supervisors of Audubon County, IA has authorized the development of a multi-jurisdictional hazard mitigation plan; and,

**Whereas**, The Audubon County Multi-Jurisdictional Hazard Mitigation Plan was prepared in compliance with the Hazard Mitigation Planning Requirement of the Disaster Mitigation Act of 2000 provided by the Iowa Homeland Security and Emergency Management Division.

**Whereas**, all meetings of the Audubon County Planning Committee were open to the public; and

**Whereas**, the municipalities that participated in the multi-jurisdictional plan process will each pass their own resolutions to approve and adopt the plan

**NOW THEREFORE BE IT RESOLVED**, that the Audubon County Board of Supervisors herewith adopts the Audubon County Multi-Jurisdictional Hazard Mitigation Plan, incorporating citizen comments and recommendations.

**PASSED AND ADOPTED THIS 26<sup>TH</sup> DAY OF MARCH, 2019.**

Rick Thompson, Vice-Chairman

Attest: Becky Marten, Auditor Clerk

Motion-Thompson Second-VanAernam to approve deletion of #2248 Dell Computer. Vote-all in favor. Motion-Thompson Second-VanAernam to approve deletion of #2287 Dell Computer. Vote-all in favor.

Treasurer Deb Campbell presented Board with letter from Bankers Trust Company stating that effective in June of 2019 all further obligations through Bankers Trust will now be assigned to UMB Bank. Vice-Chairman Rick Thompson signed the agreement of acknowledgment to assignment to UMB Bank.

Supervisor/EMA member VanAernam approved April timesheet for EMA Director Mike Jensen.

Supervisor VanAernam reported on SW Iowa Juvenile meeting he had attended.

Engineer Rydl joined the meeting and reported on work being done on bridges, FEMA, rock hauling, blading and bridge inspections. Motion-VanAernam Second-Thompson to approve redaction of Resolution 2019-7 for road embargo. Vote-all in favor.

Motion-VanAernam Second-Thompson to adjourn meeting at 10:45 a.m. Vote-all in favor.

  
\_\_\_\_\_  
Vice-Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor Clerk

SUPERVISOR'S MINUTE BOOK 2019

April 1, 2019

The special meeting of the Board of Supervisors was called to order at 9:28 a.m. by Chairman Todd Nelsen. Others present were Gary VanAernam, Renee VonBokern, Lisa Frederiksen, Diana Munch, Mitch Rydl, Todd Johnson, Tiffany Henkle, Miranda Bills, Teresa Murray, Deb Umland and Chris Erlandsen. Thompson joined the meeting later.

Motion-VanAernam Second-Nelsen to approve agenda. Vote all in favor.

Much lengthy discussion on changes made last November to the County Handbook: all new/changing employees/part-time positions being under 30 hours; single coverage insurance only for part-time positions; reduced hour positions no longer receiving family coverage; flex time relating to set courthouse hours; timesheet approval process with board-covered department heads; IT passwords; wk comp injuries; non-CDL employee testing upon suspicion; military preference, etc .

Sick-leave-conversion addition was also discussed to accommodate secondary roads existing employees as well as current full-time county employees. Discussion on qualifications for this benefit: ipers retirement certification; full time at retirement; 15 years of fulltime service with county; use for purchase of supplemental coverage if desired, monthly payments option only, maximum benefit of \$4500. This benefit will not be offered to new employees.

VonBokern will make revisions and get a draft for approval at the April 9, 2019 meeting

Motion-VanAernam Second-Thompson to adjourn meeting at 11:34 a.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor



03/20/2019 through 04/02/2019

Vendor	Description	Amount
ACE HARDWARE	CH-CREDIT BULBS-GARAGE LIGHT	49.99
ARCADIA LIMESTONE CO	SR SNOW MTRL	2,105.56
ARNOLD MOTOR SUPPLY	SR MISC ADDITIVES	29.88
AUDUBON CITY	GEN RELIEF UTILITIES	100.00
AUDUBON COUNTY	HRA WITH ADJ FOR S RDS SPREAD	25,657.00
AUDUBON FOOD LAND	COMM SUPP/JAIL/SHERIFF	4,795.83
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICES	78.00
BRAYTON CITY CLERK	SR RUT REIMBS	437.77
CARD SERVICES	CONS-INTRNT/STENCILS	108.14
CASEY'S BUSINESS MASTERCARD	EMG MGT FUEL	79.60
CASS CO HEALTH SYSTEM	PHN SEMINAR REG X4	40.00
CENTRAL IA DISTR INC	CH CUSTODIAL SUPP	277.50
CENTRAL IOWA WATER INC	CUST-SOAP/FREIGHT	772.30
CINTAS	SR SAFETY	23.35
CORPORATE OFFICE	WKLY FLEX FUNDING	79.91
COUNSEL	SR M/A	326.77
DIGITAL-ALLY INC	SHER-CHEST CAMERA	145.00
EAGLE PRESSURE WASHER SRVC LLC	SR PARTS/LABOR	166.57
EXIRA CITY	GEN RELIEF/UTILITIES	100.00
FASTENAL CO	SR PARTS/BOLTS	263.33
FELD FIRE	FIRE EXTINGUISHERS/SHER	288.00
GRAHAM TIRE STORM LAKE	SHER-TIRES	490.40
HANSEN, STEVEN B	TWP MTG REIMB	30.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST/COTA VISITS/MLG-PHN	2,115.00
HOLLISTER, BRIAN	TWP MTG REIMB	30.00
HOTSY CLEANING SYSTEMS INC	SR PARTS	63.72
HUMBOLDT MFG CO, DEPT NO 8050	SR ENG SUPPLIES	83.75
IA COUNTY ATTORNEYS ASSN	ATTY-DUES 19-20	318.00
IA LAW ENFORCEMENT ACADE, ST FISCAL OFF	JAIL IN-SERVICE/SHER	800.00
IA PRISON INDUSTRIES	SHER-2019 TAHOE SIGNS	197.73
ICEOO - GLENDA EDWARDS, GUTHRIE CO ENG	SR TRAINING ADM	25.00
INMAN, KATHY	HEALTH INS PREMIUM REIMB	147.66
IP PATHWAYS	MONTHLY DP SUPPORT/FEB	6,125.00
ISAC-GROUP HEALTH PROGRAM	MAR-APR PREMIUM	68,484.00
JESSEN, DWIGHT	SR INS REIMBS	115.80
MAIL SERVICES LLC	TREAS-PRINT/POST	208.82
MAINSTAY SYSTEMS INC	SHER-IA SYSTEM PC MA-3 MO	237.00
MEDIACOM	SHER-CABLE	128.71
MEDICAP PHARMACY #8051	INMATE MEDS/SHERIFF	36.91
MIDAMERICAN ENERGY CO	SR ELECTRIC	26.58
NEW OPPORTUNITIES INC	GEN RELIEF REIMB	1,325.00
PATC	SHER-CRIMINAL LAW BOOK	110.00
PITNEY BOWES INC	POSTAL MACHINE RENT	150.00
POLK COUNTY TREASURER, POLK CO MEDICAL	ME FEE	274.70
PROMAC	RS PARTS	1,012.93
QUALITY INN & SUITES	RS SUBS	168.00
RYAN DOKTER/AUDITOR, ISACA TREASURER	4 REG SEAT FEES	425.00
SCHULTES, LOUIS	TWP MTG REIMB	15.00

03/20/2019 through 04/02/2019

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
SEAT TREASURER	SEAT MEMBERSHIP DUES	150.00
SECURE SHRED SOLUTIONS LLC, PO BOX 1072	SHREDDING/PHN	40.00
SLOTH, DUANE	TWP MTG REIMB	30.00
THOMPSON, RICK	REIMB LODGING/BOS	161.25
TIBBETS, NATHAN	SHER-REIMB MEALS	31.71
TYLER TECHNOLOGIES	VERSION X M/A/DP	35,630.00
UPS	SHIPPING/SHERIFF	17.12
US CELLULAR	RS PHONE	574.02
VERIZON WIRELESS	TELE/SHERIFF	594.87
VETTER EQUIPMENT - NAPA 1	VEH EXP/SHERIFF	42.58
WINDSTREAM IOWA COMMUNICATIONS	SR PHONE	2,676.42
	<b>GRAND TOTAL</b>	<b>159,017.18</b>

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SUPERVISOR'S MINUTE BOOK 2019

April 2, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Others present were Gary VanAernam, Rick Thompson, and Renee VonBokern via telephone, Joni Hansen, Lisa Frederiksen, Becky Marten, Mitch Rydl, Miranda Bills, Deb Campbell, Deb Umland, Mike Jensen, Gary Nelson, Chris Erlandsen and Laura Bacon.

Motion-VanAernam Second-Thompson to approve agenda with the addition of minutes. Vote all in favor. Doug Weston discussed the fan in the computer room and the thermostat in the jail.

Motion-VanAernam Second-Thompson to approve the minutes of the March 26, 2019 meeting. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the minutes of the April 1, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$159,017.18. Vote-all in favor.

Nelsen updated the Board on a Valley Business Park meeting and discussed the future of the park.

Motion-VanAernam Second-Thompson to accept and place on file the Recorder's March Report of Fees. Vote-all in favor. The Board discussed the RDP billings and talked with Chris Erlandsen as to the status of doing the back-ups. Chris will get back to the Board.

The Board discussed wage decisions/difference in percentages allotted. Board verified they were in agreement with Conservation across-the-board higher 5% increases as they did not want to lose any of these county employees. Board still waiting on Engineer who wants more time to prepare resolutions for the three non-union Secondary Roads wage increase proposals. Miranda Bills and Deb Campbell discussed the money cut from their budgetary requests and questioned why some departments were cut but not all. Auditor added that Board had waited until publication deadline to review fund balances/attempt cuts to help the General Basic reserves—did not seem to allow enough time to go through all departments for consistency/changing line items.

Discussion was held regarding the postage machine and that the sealer does not always work and whether or not we need to replace the machine.

Mitch Rydl gave the Secondary Roads update. Rydl stated that some of the roads are in bad shape due the frost coming out and that they hauling rock and hopefully they will soon improve. Mike Jensen joined the discussion: Audubon County was one of the counties declared a disaster by FEMA. There will be an application briefing in Carroll on Tuesday, April 9 with FEMA. Motion-Thompson Second-VanAernam to move the April 9 meeting to Wednesday, April 10 so the Board can attend the FEMA meeting. Vote-all in favor. The Board will send a memo to Department Heads regarding the meeting change. Motion-VanAernam Second-Thompson to approve the deletion of Secondary Roads pc's, asset #2348 and #1054. Vote-all in favor. Motion-VanAernam Second-Thompson to approve a West Central Iowa Rural Water Utility Permit for 2320 150<sup>th</sup> St., Viola 29-32. Vote-all in favor.

The Board had a telephone conference call with Renee Von Bokern regarding the use of personal days for an employee leaving and stated it was the decision of the Engineer. Rydl discussed a culvert on private property and the request of the landowner to have it fixed. Rydl referred to an agreement from 2000 and stated it was the property owner's responsibility. Rydl reviewed his five year plan for farm-to-market roads and bridge construction. Gary Nelson addressed the Board and stated his concerns about the road conditions on the gravel road near Goldfinch Ave.

Motion-Thompson Second-VanAernam to move into closed session pursuant to Iowa Code Section 21.5(i). Vote-all in favor. Motion-Thompson Second-VanAernam to move out of closed session at 1:10 p.m. Vote-all in favor. The Board reviewed a salary survey for Engineers. Discussion was held regarding a new contract for the Engineer. Rydl proposed a 3%-4%-4% for 3 years and Thompson proposed 4% for all 3 years. Engineer stated he had only put 3% in fy20 budget. Nelsen proposed the option of 5%-4%-4%. Motion-VanAernam to go with Nelsen's proposal Second-Nelsen to approve a three year contract for the Engineer with a 5% wage increase the first year, 4% the second year and 4% the third year. Vote-all in favor. Discussion on Engineer no longer be doing planning and zoning-take out of contract and increasing vacation limit. No motion/vote made on these proposed changes.

The Board discussed budget-versus-actuals and stated they felt they had completed reviews and were satisfied with all departments. Motion-Thompson Second-VanAernam to adjourn the meeting at 2:30 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Auditor - Deputy

SUPERVISOR'S MINUTE BOOK 2019

April 5, 2019

The emergency meeting of the Board of Supervisors was called to order at 9:28 a.m. by Chairman Todd Nelsen. Others present were Gary VanAernam, Mitch Rydl, Todd Johnson, Sarah Jennings, Joni Hansen and Rick Thompson and Todd Nelsen joined the meeting via telephone.

Motion-Nelsen Second-VanAernam to approve agenda. Vote all in favor. It was stated that good cause for having less than 24 hour notice for meeting was impossible and that irreparable damage to roads would be done without this embargo and it was posted in the courthouse, on the website and on the radio station that the meeting would be held.

Mitch Rydl and Atty Sarah Jennings reviewed the Iowa Code regarding embargos on roads and stated only three vehicles would be able to use the roads: 1) emergency services 2) implements of husbandry and 3) maintenance vehicles. Rydl also stated that this would not include feed trucks. This was a change to the Board's understanding of what vehicles would be able to use the roads during an embargo. Rydl also stated that the situation will get worse as it is not freezing at night as it did before when we enforced an embargo.

Todd Johnson feels that roads going to confinement buildings are where the main damage is being done. Todd Nelsen doesn't want to put an embargo in place if we can't allow feed trucks to deliver feed to livestock and that we should work on exceptions. Rydl stated that the roads will only get worse as it is no longer freezing at night. Todd Johnson suggested that it could be stated in lieu of an embargo that we ask residents to cooperate and to limit loads until the roads improve. Motion-Nelsen Second-Thompson to issue a press release requesting limited use of under 10 ton on gravel roads in lieu of an embargo via radio, facebook and the paper.

Motion-Thompson Second-VanAernam to adjourn meeting at 4:01 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

April 10, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Absent: Gary VanAernam. Others present were Rick Thompson, Mitch Rydl, Todd Johnson, Sarah Jennings, Joni Hansen, Diana Munch, Becky Marten, Mike Jensen, Doug Weston, Kent Grabill, Chris Erlandson, Gary Riesgaard, Deb Campbell, Bob Nelson, Miranda Bills, Tiffany Henkle and Laura Bacon.

Motion-Thompson Second-Nelsen to approve agenda. Vote all in favor. Doug Weston stated he is working on a valve for the boiler.

Mitch Rydl discussed the DOT budget and 5 year plan. Motion-Thompson Second-Nelsen to approve the DOT budget and five year plan. Vote-all in favor. Discussion was held regarding the FEMA meeting that had been attended and the paperwork involved in applying. The intention is to apply for FEMA funds. Motion-Thompson Second-Nelsen to approve the deletion of Roadside assets #1143 and #1144, trimmers. Vote-all in favor. Motion-Thompson Second-Nelsen to approve the deletion of Secondary Road assets #1185-cart with oil pump, #1187-transfer pump and #1130-hydraulic bead breaker. Vote-all in favor. Weekly: hauling rock.

The Department Head meeting was held. Discussion was held regarding the handbook and the Board signing off on time sheets of non-elected department heads. Sarah Jennings asked that the Board approve signing off on time sheets in a Board meeting so it is in the minutes. Chris E. discussed 365 office installs and asked each department to check on this and stated there is no security risk. Deb Campbell asked how the Board decides who get a higher percentage of pay increase. Thompson stated some were recommended by a separate Board. Supervisors could have cut the appropriation to conservation if they were not in agreement with the conservation raise percentage-but they were in agreement. Board is also giving Engineer 5% for FY20. Miranda Bills stated that the Compensation Board recommended a 5% increase and that they are the elected official's board. Supervisors were asked why they did not accept the compensation board's recommendation of 5% to recorder, treasurer, auditor etc.

Todd Nelsen stated when you look back over five years raises are more even than if you look at any one year. Bills stated that it was hard to see all of the departments who have had a staff increase but when they requested an as-needed staff that they were denied.

Kent Grabill discussed letters he intends to publish regarding spraying the road ditches and noxious weeds.

Board of Supervisors update: Valley Business Park, WESCO and landfill meetings update.

Motion-Nelsen Second-Thompson to accept and place on file a MMP for Joey Schon-Audubon Site, ID#64318. Vote-all in favor. Motion-Thompson Second-Nelsen to approve the minutes of April 2, 2019. Vote-all in favor. Motion-Nelsen Second-Thompson to approve the minutes of April 5, 2019. Vote-all in favor. Motion-Thompson Second-Nelsen to accept and place on file the Clerk of Court's March 2019 Report of Fees. Vote-all in favor. Motion-Nelsen Second-Thompson to accept and place on file the Sheriff's 1<sup>st</sup> Quarter 2019 Report of Fees. Vote-all in favor. Motion-Thompson Second-Nelsen to accept and file the Auditor's March month-end reports. Vote-all in favor.

The Board reviewed a handbook draft from Renee VonBokern. The Board reviewed DOT reports and will review more when Auditor Frederiksen is available. Board signed off on Engineer, PHN Administrator and Assessor timesheets for March.

Todd Johnson and Tiffany Henkle reviewed the Sheriff's budget amendment request and discussed the overtime amounts regarding dispatchers until the new hires are able to work their own shifts. Johnson also updated the Board on the shower in the jail that has to be repaired.

Motion-Thompson Second-Nelsen to adjourn meeting at 12:07 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

April 11, 2019

The special meeting of the Board of Supervisors was called to order at 11:10 a.m. by Chairman Todd Nelsen. Absent: Gary VanAernam. Others present were Lisa Frederiksen.

Motion-Thompson Second-Nelsen to approve agenda with the addition of approving addition/deletion transfer of attorney laminator and recorder monitor. Vote: all in favor.

Motion-Thompson Second-Nelsen to approve the addition/deletion transfers of a laminator from attorney to auditor department and a computer monitor from recorder to IT department. Vote: all in favor.

Auditor assisted Supervisors in reading their department budget expenditure/revenue reports and how to determine their amendment needs; checking not just the shortages but fund balance status to make sure funds can accommodate proposed changes and future needs. Much focus on funds for Secondary Roads TIF area and the Capital Project and Debt Services funds needed to transfer monies between to make bond payments and other TIF-related expenditures. Need to review TIF revenues to ascertain whether actual year-to-date revenues are in line with projections in budget, etc.

Discussion on board review of each department's past/current years' budget-to-actuals: Board was looking at bottom line versus auditor recommendation of looking at line-items within to see the larger overages/unused amounts and be able to account/document why for these exceptions. Departments 05 through 90 remain to be reviewed.

Motion-Thompson Second-Nelsen to adjourn meeting at 2:43 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Auditor

SUPERVISOR'S MINUTE BOOK 2019

April 16, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Lisa Frederiksen, Diana Munch, Joni Hansen, Doug Weston, Laura Bacon, Mitch Rydl, Shane Molyneux, Chris Erlandson, John Hartkopf and Steve Baier.

Motion-Thompson Second-Nelsen to approve agenda with the addition of Rohe Pork MMP and RDP final payment. Vote: all in favor. Doug Weston updated the Board on the shower in the jail and that the sewer had plugged again. Motion-VanAernam Second-Thompson to approve the minutes of the April 10, 2019 meeting. Vote-all in favor.

The Board placed a phone call to Jessica Mauro of Pitney Bowes and discussed the current postage meter and maintenance contract. She will get back to the Board with some quotes for leasing a new postage meter as the current one will no longer be supported.

Rick Thompson discussed the MH budget increase and stated it was due to the fact that usage is not as much as they predicted and that Medicaid is not paying what they were originally set up for and that Audubon County is only 6%.

Shane Molyneux of IP Pathways introduced himself to the Board as the new Customer Service Manager. Chris Erlandson stated to the Board that as of April 15, RDP is no longer doing back-ups and that he sent an email notifying him. Erlandson stated that Computer Concepts is also done other than the fact that Sec. Roads may have 6-8 hours of prepaid left. Auditor Frederiksen discussed the payment of splits regarding data processing services.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$212,910.11. Vote-all in favor.

The Board discussed EMC request to bid on property/liability insurance.

Mitch Rydl gave the Secondary Road update and stated the road conditions are improving and they have been blading and putting rock down. Rydl stated they have been hauling rock out of the stockpile and also hauling some of the contract rock. Discussion was held regarding an electronic fuel system he hope to get in place this summer and that he would be requesting a quote for this.

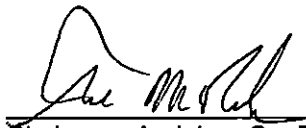
John Hartkopf and Steve Baier, Cass County Supervisors, met with the Board to discuss the future of the Valley Business Park. It was stated that more money would probably be needed to be attractive to a developer. They feel that Cass County has many other projects they are committed to at this time and that they would be interested in dissolving but felt they need to get more information at this time to see what their options are at this time. They will contact Todd Nelsen when they have more information.

Motion-Thompson Second-VanAernam to approve the Employee Handbook for distribution and final release. Vote-all in favor.

The Board discussed the DOT reports and TIF reporting requirements. Auditor joined meeting to answer questions. Discussed the DOT instructions/line items/debt/local effort line items & pages and importance of showing TIF as part of debt/local effort percentages. Will review more later. Discussion on budget amendment and review of past/current budget-to-actuals. Auditor expressed concerns on need for Supervisors to review/understand local expenditure reports and state financial reports with their role in determining departmental appropriations/amendment needs/levy rates/reserves. Auditor recommendation on trying to be more consistent on budgeting contingencies across-the-board to each department—ability to monitor use of surplus to purchase unbudgeted items should be reviewed. Board and Auditor discussion on trusting department heads to give unspent line items to back to reserves versus using to purchase other unbudgeted extras—again being as consistent as possible to all/ possibly using a capital projects fund for all major departmental projects/purchases. General/Rural basic funds were at a concerning low for FY20. The amendment process is to be used for any emergencies/unplanned purchases.

Motion-VanAernam Second-Thompson to accept and place on file a MMP for Rohe Pork LLC, ID#68538. Vote-all in favor. The Board reviewed RDP invoices and directed the Auditor to pay the balance per the spreadsheet split.

Motion-Thompson Second-VanAernam to adjourn meeting at 2:07 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Auditor

04/03/2019 through 04/16/2019

Vendor	Description	Amount
ABILITY NETWORK INC	MYABILITY DUES/PHN	681.35
ACE HARDWARE	SR PARTS/CUSTODIAL	130.40
AGRILAND FS INC	FUEL/SHERIFF	636.51
AGRILAND FS INC 73	SR PARTS	34,207.51
AMAZON CAPITAL SERVICES	DP/OFF SUPP/REC/DP	135.21
ANTHONY, FAITH	MTG MLG/PARK REIMB/ATTY	178.79
AUDUBON CITY	VA WATER REIMB	207.74
AUDUBON CITY LIBRARY	4TH QTR ALLOCATION	6,750.00
AUDUBON CO ADVOCATE JOURNAL	SR PUBLIC NOTICE	1,881.10
AUDUBON CO AIRPORT AUTHORITY	4 TH QTR REIMB	10,686.75
AUDUBON CO ECONOMIC DEVE	4TH QTR ALLOCATION	7,611.75
AUDUBON CO SHERIFF	SERVICE FEE/SHERIFF	623.00
AUDUBON CO SOLID WASTE MGMNT, COMMISS	TRANSFER STATION SERV	11,978.75
AUDUBON FOOD LAND	JAIL COMM SUPP/SHER	2,107.56
BAKER, RICHARD M	VA MTG REIMB	50.00
BAYLOR, ANGIE	MTG MLG/PARKING REIMB/ATTY	181.24
BOHLMANN & SONS SANITATION	CH TRASH REMOVAL	201.00
BOHLMANN, RICK	VA RENT REIMB	450.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	64.77
BURR PLUMBING & HEATING INC	PLBG RPRS/LABOR/CH	108.95
BUSINESS FORMS & SYSTEMS	OFF SUPP/TREAS	111.03
CAPPEL'S ACE HARDWARE	SR CHAINS	167.93
CENTRAL IA DISTR INC	CH CUST SUPP	16.30
CENTURYLINK	TELE/E911	14.00
CITY SERVICE & PARTS	SR PARTS/FILTERS	366.94
CLARK SERVICE AND EXHAUST LLC	SR TIRES	778.64
CLARK, PATRICIA	ADM/PHN MLG REIMB	73.44
CORPORATE OFFICE	WKLY FLEX FUNDING	376.41
D & J SUPPLY	SR TIRE REPAIR	35.00
DENA D CROUCH CSR RPR CRR	TRIAL TRANSCRIPTION/ATTY	843.50
ECOLAB PEST ELIMINATION DIV	PEST CTRL/SHERIFF	81.10
ENGEL AGRY-SALES CO	SR TOOL ASSET	3,000.00
EXIRA CITY	SR WATER	3,471.18
FASTENAL CO	SR PARTS	128.02
FIDLAR TECHNOLOGIES INC	FIDLAR AVID HOSTING/RECORDER	1,750.00
FIRST NATIONAL BANK OMAHA	OFF SUPP/CHAIR-ATTY	576.52
HANSEN REPAIR	VEH RPRS/LABOR/SHERIFF	338.55
HANSEN'S M&M SERVICES	ARCMAP UPDATES	693.75
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/PTA VISITS REIMB/PHN	905.00
HEART OF IA COMMUNITY SERVICES	FY19-3RD QTR & PART 4TH QTR-MH	69,631.83
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOTSY CLEANING SYSTEMS INC	SR CUSTODIAL SUPPLEIS	246.50
IA STATE CO TREASURERS ASSOC	TREAS MAY SCHOOL REG	140.00
INLAND TRUCK PARTS COMPANY	SR PARTS	2,248.44
IRON SHOP	SR LABOR/TIRES SUPPLIES/PARTS	142.65
JENNINGS, SARAH	MEAL REIMB/ATTY	2,182.67
KIMBALLTON CITY CLERK	4TH QTR ALLOCATION	1,125.00
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	78.54



04/03/2019 through 04/16/2019

Vendor	Description	Amount
MARNE-ELK HORN TELEPHONE CO	TELE/E911	148.60
MARTIN, PAMELA	VA TRANSPORT X2	160.00
MICHAEL, BRETT P	MH ADVOCATE MLG REIMB	85.68
MIDAMERICAN ENERGY CO	SR ELECTRIC	3,668.78
MIDWEST COMPLIANCE ASSOCIATES	HIPAA COMPLIANCE SERV	1,000.00
MIDWEST WHEEL COMPANIES	SR PARTS/MISC ADD	209.51
MURRAY, SARAH	HCA/HMK MLG REIMB/PHN	66.81
MURRAY, TERESA	ADM/PHN MLG REIMB	99.96
NELSON, ROBERT J	ADM/PHN MLG REIMB	28.05
NELSON, ROGER B	VA RENT REIMB	425.00
O'HALLORAN INTERNATIONAL	SR PARTS	1,734.99
OLSEN, FRANK	VA MTG/MLG REIMB	61.22
PALMER, JACOB	RS TRAINING	45.00
POWERPLAN	SR PARTS	2,345.82
PRODUCTIVITY PLUS ACCOUNT	SR TOOLS/ADDITIVES/PARTS/FILTERS/SIGNS/C	165.50
RASMUSSEN LUMBER CO	SR BLDG/SIGNS/BRIDGE	221.94
RDP OFFICE	EMAIL EXCHANGE	803.80
REGION XII COUNCIL OF GOVTS	3RD QTR TRANSIT/MLG REIMB	796.44
REMSBURG SERVICE INC	SR LABOR/PARTS	360.58
SAUERS, WILL	CPR TRAINING/PHN	1,080.00
SCHILDBERG CONSTRUCTION INC	SR GRAN MRTL	275.01
SECURE BENEFITS SYSTEMS	HRA/CLAIMS/FEE	1,410.86
SECURITY PLUMBING SUPPLIERS IN	SHOWER/SHERIFF	1,032.23
SORENSEN, LISA	ADM/PHN MLG REIMB	39.27
SOUTHSIDE WELDING & MACH LLC	SR PARTS/WELDING	249.10
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/RECORDER	172.93
SWI JUVENILE EMERGENCY	4TH QTR JUV ALLOCATION	13,943.80
THE OFFICE STOP	OFF SUPP/ASSR	50.97
THOMSON REUTERS WEST PYMT CTR	ATTY PUBL	473.00
TOFT, HEATHER	MEI REIMB	200.00
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	7,322.42
UPS	SHIPPING/SHER	17.18
VERIZON WIRELESS	CELL SERV-PHN	6.16
WAHLERT, CHRISTINE G	ADM/PHN MLG REIMB	38.76
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR PHONE	100.00
ZIEGLER INC	SR PARTS/LABOR/BLADES	5,593.66
	<b>GRAND TOTAL</b>	<b>212,910.11</b>

SUPERVISOR'S MINUTE BOOK 2019

April 18, 2019

Custodian Weston updated Board member prior to meeting. The special meeting of the Board of Supervisors was called to order at 8:42 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Lisa Frederiksen, Tiffany Henkle and Todd Johnson.

Motion-Thompson Second-VanAernam to approve agenda with the addition of RDP's question/concern on Supervisor's wishes for past backup retention; RDP payment and DOT contact regarding local effort. Vote: all in favor. Board received call from Liberty National to meet with employees.

The Board placed a phone call to It Director Chris Erlandson regarding backup retention-he recommended destruction and confirmation of such. Board questioned appropriate "confirmation." Board also placed conference call to Bob Bogler with above response. Bogler stated that Erlandson had previously instructed him to destroy backup and it was already done. Supervisors directed Auditor's Office to pay balance of RDP outstanding y-t-d invoices next Monday or Tuesday.

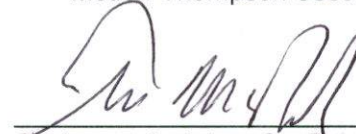
Chairperson Nelsen reviewed status of obtaining quote from EMC on property/liability insurance. Discussion on ICAP reserves if county should change providers. Board will draft letter at next meeting to obtain quote.

Discussion on FY15-FY18 DOT reports. Auditor will review concerns with State Auditor's DOT contact and report back to Board/ set up conference call if needed.

Tiffany Henkle and Todd Johnson met with Board to review coding for additional budget amendment needs.

More lengthy discussion with Auditor on expenditure reports, department budget process, reviews of budget-to-actuals. Sample expenditure report from FY17 was reviewed to show the under/over items that Auditor would have recommended the Board to have monitored/addressed with Department Head. Board will hold special meeting to look at department expenditure reports again after first quarter of FY20 is complete. Discussion on current differences in raise percentages among elected officials/department heads; past county history and the practice of "step" raises beyond an employee's first year—also including new separate annual consideration of Secondary roads nonunion employees' wage increases (which by Resolution previously followed that of Operator B). Increase/comparison of engineer contract vacation benefits also discussed.

Motion-Thompson Second-Nelsen to adjourn meeting at 12:04 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Auditor

## SUPERVISOR'S MINUTE BOOK 2019

April 23, 2019

The special meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Joni Hansen, Becky Marten, Bruce Haag, Ron Mullenger, Peggy Smalley, Todd Johnson, Melissa Thygesen, Jon Spanaugle, Mitch Rydl, Chris Hemmingsen and Chris Erlandson.

Motion-Thompson Second-VanAernam to approve agenda with the addition of Conservation annual review and Sheriff Letter of Understanding. Vote-all in favor.

Bruce Haag presented the Conservation 2018 Annual Review. Haag reviewed projects and improvements, camping revenue, education report, upcoming projects-30 x 40 heated shop, disc golf, cabins, 60 x 80 storage building. Haag stated he has never received county money for any projects and Nelsen disagreed saying it is closer to \$200,000 that conservation receives in his budget, which includes salaries. Discussion was held regarding the encroachment on county property, park road resurfacing and also payment of the storage building.

The Board signed timesheets for Doug Weston, Mike Jensen, Gary Riesgaard, Robert Nelson and Deb Umland. No custodian update. Motion-Thompson Second-VanAernam to approve the minutes of the April 16, 2019 meeting. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the April 18, 2019 meeting. Vote-all in favor. Board of Supervisor update for Partnership for Children, Public Health and NextEra.

Motion-VanAernam Second-Thompson to accept and place on file MMP updates for Multi-Pig 1, Section 19, ID#60473; H & S Farming, ID#70066; Handlos Home Place West-7A, ID#61965 and Handlos-Zaiger Farm, ID#61951. Vote-all in favor.

Todd Johnson introduced Deputy Jon Spanaugle who had just completed the academy. Johnson discussed the extra shifts the dispatchers are covering until they get the new hires trained and discussed a letter of understanding that there would be no overtime on shifts until they have a 40 hour week. Motion-VanAernam Second-Thompson to approve a Letter of Understanding for the Sheriff's union contract. Vote-all in favor. Johnson informed the Board that the K9 had been hit and killed while off duty and that the department would probably wait awhile before getting another drug dog.

The Board received a call from Tim Andersen regarding insurance coverage. Motion-VanAernam Second-Thompson to approve a letter to obtain an insurance quote from EMC. Vote-all in favor.

Motion-Thompson Second-VanAernam to set the FY19 budget amendment hearing date for May 7, 2019 at 10:00 a.m. and approve the notice for publication. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Rydl discussed frost boils on the gravel roads and that rock is still available at Lewis, Menlo is almost out and that Atlantic has no more at this time. Motion-Thompson Second-VanAernam to approve the Engineer Employment Contract and Agreement for 2019-2022. Vote-all in favor. Discussion was held regarding the gas tax money and where that money goes. Rydl also discussed the bridge permits and the process in issuing them. Crews have been hauling rock, working on bridges, blading and doing culvert repairs. Data processing services invoices were discussed and will be paid. FY15-FY18 DOT reports were discussed regarding TIF reporting. Chairperson Nelsen explained to Rydl/Hemmingsen that capital project transfers and line of credit/debt funds incurred/given to secondary roads are definitely part of local effort funding/percentages and should not be placed in a "reimbursement" as it is not such--a reimbursement is payment back to an entity for an expense that is not that entity's expense. TIF funds and capital project funds spent directly on secondary roads debt expenses/professional fees should also be included in this report on the appropriate lines/forms and be part of local effort percentage calculations. DOT is only concerned with verifying 75% minimum local effort is given and does not verify forms in any further detail. Audubon County has always been well above this percentage requirement and Nelsen recommended that local effort percentages be accurate in the future for any potential statewide comparisons.

Motion-VanAernam Second-Thompson to adjourn meeting at 12:25 p.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Auditor

SUPERVISOR'S MINUTE BOOK 2019

April 30, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Vice-Chairman Rick Thompson. Others present were Gary VanAernam, Lisa Frederiksen, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Laura Bacon, Mitch Rydl, Shawn Paulsen, Dave Hansen, Chris Hemmingsen, John Danos via telephone, Deb Umland and Chris Erlandson. Nelsen joined the meeting at 9:42 a.m.

Motion-VanAernam Second-Thompson to approve agenda with the addition of Doug's Agri-Hall license, UMB notices and local effort. Vote all in favor. Board decided to wait for Nelsen to approve the minutes as Thompson wanted some changes.

Doug Weston gave the custodial update and stated the elevator inspector advised of repairs that will need to be done by May of 2020. Weston also stated that some thermostats aren't working properly and that he will be getting estimates for electronic thermostats.

Mitch Rydl inquired as to the PFM Agreement (secondary road's tif bond expense) and where the fee would be paid out of.

Motion-Thompson Second-VanAernam to approve a liquor license for Doug's Agri-Hall Bar. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve Resolution 2019-10 as follows. Vote-all in favor.

RESOLUTION 2019-10

Be It Hereby Resolved by the Audubon County Board of Supervisors, that Catherine Lebeck be hired as a part time dispatcher/jailer for the Audubon County Sheriff's Office effective May 6, 2019 contingent on the results of the pre-employment physical and drug screen. This position will follow the union contract for benefits based on 20 hours per week average. The starting salary will be \$12.36 based on experience and then follow the union contract for pay increases as set.

Dated at Audubon, this 30<sup>th</sup> day of April, 2019, with the vote thereon being as follows:

Ayes: Thompson, VanAernam      Nays: None

Audubon County Board of Supervisors

/s/ Rick Thompson, Vice-Chairperson

ATTEST:

/s/ Joni Hansen, Deputy Auditor

BOS update-Fourth Judicial District meeting and New Opportunities meeting cancelled.

Motion-Thompson Second-VanAernam to approve the minutes of the April 23, 2019 meeting. Vote-all in favor. The Board reviewed a Local Effort Percentages spreadsheet. Auditor reviewed the Local Effort spreadsheet prepared to show the actual county's local effort provided versus that shown in Secondary Road's annual DOT filing: Auditor showed an additional \$4,857,951 (additional 469.6% local effort) funding provided to secondary roads via debt issue/other fund transfers-in/other funds paying secondary roads' costs from FY15-FY18. County is required to provide Secondary Roads 75% and have consistently been well above 100%. Much higher percentages are now occurring through the TIF process to cover additional secondary road projects via the County's urban renewal plan. Motion-Thompson Second-VanAernam to accept and place on file the Auditor's Local Effort Percentages spreadsheet. Vote-all in favor.

The Board discussed Iowa Codification Services and what would be required to obtain a bid for services. The Board asked the Auditor's office to send the previous codification information provided from the attorney's office to vendor to provide quote.

Motion-VanAernam Second-Thompson to approve PFM Services Agreement and Annual Disclosure Agreement. Vote-all in favor. The Board discussed Bankers Trust and UMB notices.

Board determined to take no action on comp board wage recommendation as to reconsidering request for full percentage (6%-attorney, 7.5%-sheriff 5% all other elected offices) to elected officials. These recommendations were reduced. Thompson stated his reasoning to be that secondary roads union employees had never received 5% raises when he was employed with them. Supervisors, however, had approved/agreed to 5% increases for engineer and 4 full-time conservation employees..

Motion-Thompson Second-VanAernam to appoint Chris Hemmingsen as Planning and Zoning Administrator as of July 1, 2019. Vote-all in favor.

The Board called John Danos of Dorsey & Whitney and discussed UMB and changing banks. The Board will contact Suzanne Gerlach of PFM regarding the changeover effective July 12, 2019.

Shawn Paulsen updated the Board on the Cameron 12 bridge progress. Dave Hansen of Brayton discussed the 28E Agreement that the City of Brayton has with Audubon County regarding maintenance on County T Road and the costs of repair. Different options were discussed and also core testing.

Deb Umland and Chris Hemmingsen discussed the payment of monthly invoices for IT services and that they were of the understanding that DP would pay the monthly billing fee and that the all other invoices would be split according to fund. The Board agreed.

Motion-Thompson Second-VanAernam to approve Resolution 2019-11 as follows. Vote-all in favor.

**RESOLUTION 2019-11**

BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors, that effective July 1, 2019, Chris Hemmingsen, Office Manager & Planning and Zoning Administrator, hourly wage be \$19.56, Jami Schleimer, Road Superintendent, annual salary be \$52,000.00, Kent Grabill, Roadside Manager/Weed Commissioner, hourly wage be \$22.00 and Jacob Palmer, Full Time Roadside/Non Union, hour wage will be \$19.25.

Passed and approved this 30<sup>th</sup> day of April, 2019.

Audubon County Board of Supervisors


ATTEST:


/s/ Rick Thompson, Vice-Chairperson

/s/ Joni Hansen, Deputy Auditor

Motion-VanAernam Second-Thompson to approve a Windstream utility permit for 215<sup>th</sup> /Hwy 71. Vote-all in favor. An upcoming Iowa Homeland Security (FEMA) training on May 13<sup>th</sup> was discussed. Rydl updated the Board regarding a meeting he had with the City of Audubon concerning a Hungry Canyons EWP project for a low-head dam for water for the City of Audubon. Rydl discussed a culvert project, rock stockpile is depleted and also patching.

Motion-Thompson Second-VanAernam to adjourn meeting at 12:57 p.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

04/17/2019 through 05/07/2019

Vendor	Description	Amount
ACE HARDWARE	SR SUPPLIES/CUSTODIAL	707.57
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	25.46
ARLINGTON HEIGHTS CEMETE	VETERAN GRAVES REIMB	785.00
AUDUBON CITY	CH UTILITIES	1,333.21
AUDUBON CO SHERIFF	WARRANT-SHER	77.92
AUDUBON CO SOLID WASTE MGMNT, COMMISS	PUBLIC DITCH CLNG-GEN	140.76
AUDUBON COUNTY	APR-MAY HRA	26,194.00
AUDUBON FOOD LAND	CONS PROGRAM SUPP	6.55
AUDUBON MEDIA CORPORATION	STAMPER/SHERIFF	64.45
BAKER, RICHARD M	MEETING FEE	50.00
BANKERS TRUST CO	BOND PAYMENT/FEES	224,518.75
BAYLOR, ANGIE	MLG(156)C BLUFFS SCHOOL MOCK TRIAL	79.56
BOHLMANN & SONS SANITATION	CH TRASH REMOVAL	389.00
BOHLMANN, RICK	RENT S8844	450.00
BRAND, DAVID	WATERSHED EXP/MLG REIMB	586.92
BRAND, SCOTT	WATERSHED RPRS REIMB	378.00
BRAYTON CITY CLERK	SR RUT REIMBS	270.54
BUSINESS CARD	LODGING/FIN CHG-SHER	74.48
BUSINESS FORMS & SYSTEMS	FORMS/TREAS	243.10
CAMERON TOWNSHIP CEMETERY	VETERAN GRAVES REIMB	55.00
CAMPBELL, DEBBIE M	MTG MLG REIMB/TREAS	120.36
CARD SERVICES	CONS-INTRNT/CELL/SUPP/HARDWARE	553.70
CASEY'S BUSINESS MASTERCARD	FUEL/EMG MGT	139.56
CENTRAL IA DISTR INC	CH CUSTODIAL SUPPLIES	322.65
CITY SERVICE & PARTS	RS PARTS	257.30
CLARINDA ACADEMY	JUV CARE/MARCH	1,446.15
CORPORATE OFFICE	WKLY FLEX FUNDING	1,301.99
COUNSEL	SR COPIER MA	1,742.33
DATASPEC INC	ANNUAL PROGRAM USER FEE	449.00
DISTRICT IV TREASURER'S	REG FEE-TREAS	10.00
DOLLAR GENERAL CORP	CH CUST SUPPLIES	25.00
EAGLE PRESSURE WASHER SRVC LLC	SR PARTS/LABOR	666.15
EXIRA FARM SERVICE	TRUCK RPRS/TIRES/CONS	251.36
FASTENAL CO	SR BOLTS/PARTS	19.96
FORESTRY SUPPLIES INC	SR SAFETY	534.37
FREDERIKSEN, LISA	ICUBE MLG (176)	89.76
GUTHRIE COUNTY REC	ELECTRIC/CONS	639.52
HANSEN REPAIR	VEH RPRS/LABOR/SHERIFF	765.13
HANSEN, JONI L	SEAT MTG MLG REIMB/ELEC	27.54
HARDY, BRANDON	REIMB BOOTS/CONS	130.00
HAWKINS INC	CUST SUPP/PARTS/CONS	232.56
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST VISITS/PHN	255.00
HOLIDAY INN AIRPORT	MTG LODGING/SHERIFF	600.32
INMAN, KATHY	MAY INS REIMB/SHER	147.66
INTL CONF OF POLICE CHAPLAINS	CHAPLAIN MEMBERSHIP/SHER	125.00
IOWA DEPARTMENT OF TRANSPORTAT	SR SIGN MTRL	729.50
IP PATHWAYS	SR DATA SERVICE	6,897.17
IRON SHOP	LABOR ON SNOW PLOW BRACKET/CONS	735.98

04/17/2019 through 05/07/2019

Vendor	Description	Amount
ISAC-GROUP HEALTH PROGRAM	APRIL-MAY PREM INS	69,108.00
JACOBSEN INC OF ADAIR	WATER HYDRANT/CONS	111.65
JENNINGS, SARAH	ATTY VERIZON BILL	278.83
JESSEN, DWIGHT	SR INS REIMB	115.80
KIMBALL MIDWEST	SR BOTLS/WELDING SUP	262.89
LANDUS COOPERATIVE	ELK FEED/CONS	25.05
LARSEN, ADAM	RENT B3338	550.00
LOGAN CONTRACTORS SUPPLY INC	SEALANT/CONS	2,878.20
MAIL SERVICES LLC	PRINT/POST MAIL/TREAS	230.82
MAPLE GROVE CEMETERY	VETERAN GRAVES REIMB	2,460.00
MARNE-ELK HORN TELEPHONE CO	E911 TELEPHONE	148.80
MEDIACOM	CABLE/JAIL/SHER	128.71
MENARDS	CONS CUST SUPP/PRESERVATIVE/MISC	2,143.86
MICHAEL, BRETT P	MH ADV MLG REIMB	85.68
MIDAMERICAN ENERGY CO	CH UTILITIES	1,533.66
MIDWEST COMPLIANCE ASSOCIATES	MAY HIPAA COMPLIANCE SER	1,000.00
MUHR, BETTY	GEN RELIEF RENT REIMB	150.00
NELSON, ROGER B	RENT M9163	425.00
NEW OPPORTUNITIES INC	TREATMENT REIMB	1,325.00
OLSEN, FRANK	VA MEETING/ MLG (122)	61.22
PITNEY BOWES PURCHASE POWER	POSTAGE REFILL	2,761.90
POTTAWATTAMIE CO MEDICAL, EXAMINERS OFF	MED EXAM FEE	1,523.00
PRIORITY DISPATCH	EMD COURSE 15919-SHER	365.00
PRODUCTIVITY PLUS ACCOUNT	SR PARTS	744.91
RASMUSSEN LUMBER CO	3 CREOSOTE POSTS-CONS	76.98
RDP OFFICE	OUTSTANDING INV/FEES-DP	1,807.63
RIESGAARD, GARY N	HOTEL/MEALS/PARKING/MLG REIMB/VA	703.16
ROKKE, JASON	MEAL REIMB/MTGS/SHERIFF	131.68
SAUERS, WILL	CPR X 3-CONS	120.00
SCHILDBERG CONSTRUCTION INC	PARK GRAVEL/CONS	602.56
SECRETARY OF STATE	PROC 145 NCOA CARDS-ELEC	46.12
SECURE SHRED SOLUTIONS LLC, PO BOX 1072	SHRED SRVC-COURT	52.00
SLEUTH SYSTEMS	SLEUTH M/A RENEW/SHER	8,143.00
STATE HYGIENIC LAB - ACCT REC	WATER TEST/CONS	13.00
STONE PRINTING OFFICE PRODUCTS	ENVELOPES/AUD	393.93
TASC	COBRA ADM FEE JUNE-SEPT	120.00
THE OFFICE STOP	SR OFFICE SUP	101.20
TYLER TECHNOLOGIES	SR DATA SERVICE	24,535.07
UMLAND, DEBRA	MTG MLG REIMB/ASSR	136.26
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	50.00
US CELLULAR	RS PHONE	573.74
VANGUARD APPRAISALS INC	LICENSE/SERVICE FEES/ASSR	10,175.00
VERIZON WIRELESS	TELE/SHERIFF	594.25
VETTER EQUIPMENT - NAPA 1	VEH RPRS/SHERIFF	29.98
WEST CENTRAL COOPERATIVE, ATTN: KATHY SI	FY19 SECOND 1/2 TIF REBATE	27,837.00
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR PHONE	100.00
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	2,801.54

Claims Listing Report  
AUDUBON COUNTY  
04/17/2019 through 05/07/2019

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Vendor	Description	Amount
WITTROCK, BRIAN	SR SAFETY GEAR	130.00
	GRAND TOTAL	443,355.87

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Claims Listing Report  
AUDUBON COUNTY  
04/17/2019 through 05/07/2019

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FUND TOTALS RECAP

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<u>Fund</u>	<u>Expended</u>
0001 GENERAL BASIC	56,411.09
0002 GENERAL SUPPLEMENTAL FUND	51,117.93
0010 MH/DD SERVICES FUND	85.68
0011 RURAL SERVICES BASIC FUND	5,137.69
0020 SECONDARY ROAD FUND	55,261.18
0032 EQUITABLE SHARING-SHERIFF	119.10
0034 NW AUDUBON/WIND TIF FUND	146,300.00
0035 AMANCO TIF	7,878.75
0036 WCC TIF	33,202.00
0037 PCE TIF	23,000.00
2000 DEBT SERVICE	41,975.00
4000 EMERGENCY MGMT SERVICES FUND	276.86
4010 E-911 SURCHARGE FUND	861.03
4100 CO ASSESSOR AGENCY	20,427.57
5210 PAYROLL-MISCELLANEOUS	1,301.99
<b>GRAND TOTAL</b>	<b>443,355.87</b>

SUPERVISOR'S MINUTE BOOK 2019

May 7, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Joni Hansen, Becky Marten, Doug Weston Mitch Rydl, Todd Johnson, Heath Hansen, Ben Unseth, Glen Meyers, Laura Bacon and Susanne Gerlach via telephone.

Motion-VanAernam Second-Thompson to approve agenda with the addition of Resolution for Transfer, Marsy's Law and utility permit. Vote-all in favor. Doug Weston updated the Board on unlocking the Board room for meetings, boiler parts, setting up an elevator account that is needed and the purchase of a new vacuum. Motion-VanAernam Second-Thompson to approve the minutes of the April 30, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$443,901.67. Vote-all in favor.

Todd Johnson introduced Heath Hansen, Ben Unseth and Glen Meyers as Pastors for the Audubon County Chaplin Program to provide jail ministry.

Motion-Thompson Second-VanAernam to approve the IDPH Substance Abuse Grant for FY20 for County Substance Abuse Prevention Services and authorize Auditor Lisa Frederiksen as the online signatory. Vote-all in favor.

Board of Supervisor meeting update – ACED; Valley Business Park, 911 and EMA – Mike Jensen resignation.

Chairman Nelsen opened the Public Hearing on the FY19 Budget Amendment. No written or oral comments were received. Motion-Thompson Second-VanAernam to close the public hearing at 10:14 a.m. Vote-all in favor. Motion-VanAernam Second-Thompson to approve Resolution 2019-12 as follows. Vote-all in favor.

**RESOLUTION NO 2019-12  
A RESOLUTION ADOPTING BUDGET AMENDMENT  
FOR FYE JUNE 30, 2019**

**WHEREAS**, Audubon County approved by a motion/vote the FY18 budget at the March 13, 2018 board meeting and signed the corresponding certification; and

**WHEREAS**, Audubon County subsequently published and approved by a motion/vote the FY19 proposed budget amendment in the manner set out by Iowa Code Section 331.435 on May 7, 2019,

**NOW THEREFORE BE IT RESOLVED** by the Audubon County Board of Supervisors that in compliance with Iowa Code Section 331.434 (5) the FY19 Audubon County budget amendment is hereby formally approved as published and as presented.

Dated this 7<sup>th</sup> day of May, 2019.

By: /s/ Todd Nelsen, Chairman  
Audubon County Board of Supervisors

ATTEST: /s/ Joni Hansen, Deputy  
Audubon County Auditor

Motion-VanAernam Second-Thompson to approve Resolution 2019-13 as follows. Vote-all in favor.

**RESOLUTION 2019-13  
FOR INTERFUND TRANSFERS**

**WHEREAS**, it is desired to transfer monies between operating funds of Audubon County, and

**WHEREAS**, said operating transfers are in accordance with Section 331.432, Code of Iowa; and

**WHEREAS**, debt funds cannot be paid directly from the Capital Projects Fund,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Audubon County, Iowa, as follows

1. \$8805 – for additional funds to make May 2019 bond interest payment -- be transferred from Capital Projects Fund to Debt Service Fund per the May 7, 2019 budget amendment
2. The Auditor is directed to make the transfer accordingly and to notify the Treasurer of these operating transfers, accompanying the notification with a copy of the resolution and the record of its adoption.

Passed on this 7<sup>th</sup> day of May, 2019 with the vote thereon being as follows:

AYES: Nelsen, VanAernam, Thompson

NAYS: None

/s/ Todd M. Nelsen  
Chairperson, Audubon County Board of Supervisors

ATTEST:  
/s/ Joni Hansen, Deputy, Audubon County Auditor

Motion-Thompson Second-VanAernam to approve Resolution 2019-14 as follows. Vote-all in favor.

**RESOLUTION 2019-14**

**WHEREAS**, on this day, the Board of Supervisors of Audubon County amended the current county budget for fiscal year ending June 30, 2019, and had published the amendment according to the law, and

**WHEREAS**, it is now desired to amend the appropriations for the departments,

**NOW, THEREFORE, BE IT RESOLVED**, by the Audubon County Board of Supervisors that the appropriations be amended effective May 7, 2019 as follows:

Treasurer(Dept 03 – Function 8100 -- Fund 0001) increase	\$	27
Treasurer(Dept 03 -- Function 8101 -- Fund 0001) increase	\$	27
Treasurer(Dept 03-- Function 9020 -- Fund 0001) increase	\$	834
Treasurer(Dept 03-- Function 8100 -- Fund 0002) increase	\$	5
Treasurer(Dept 03-- Function 8101 -- Fund 0002) increase	\$	5
Treasurer(Dept 03-- Function 9020 -- Fund 0002) increase	\$	145
Sheriff (Dept 05 -- Function 1050 -- Fund 0001) increase	\$	11,493
Sheriff (Dept 05 -- Function 1040 -- Fund 0001) increase	\$	18,607
Sheriff (Dept 05 -- Function 1040 -- Fund 0002) increase	\$	2,300
Sheriff— (Dept 05) recode uniform patrol function (1000) from Rural Basic Fund 0011 into General Basic Fund 0001:		
	net effect of	\$ 0
Nondepartmental(Dept 99 -- Function 0300 – Fund 0011) increase	\$	235,313
Recorder (Dept 07 – Function 8110 – Fund 0001) increase	\$	8,150
Recorder (Dept 07 -- Function 8110 – Fund 0002) increase	\$	800
General Svcs (Dept 51 – Function 7000 – Fund 0011 )increase	\$	1,650
General Svcs (Dept 51 – Function 9100 – Fund 0001) increase	\$	3,650
General Svcs (Dept 51 – Function 9100 – Fund 0002) increase	\$	700
Roadside (Dept 24 – Function 7140 – Fund 0011) increase	\$	500
Mental Health (Dept60 –Function 4413 –Fund 0010) increase	\$	97,000
Secondary Rds(Dept 20 – Function 7100 – Fund 0020) increase	\$	62,000
Secondary Rds(Dept 20 – Function 7200 – Fund 0020) increase	\$	73,000
Secondary Rds(Dept 20 – Function 7210 – Fund 0020 )increase	\$	127,000
Nondepartmental(Dept 99 –Function 0110 —Fund 2000) increase	\$	8,805
Nondepartmental(Dept 99 –Function 0200 —Fund 1500) increase	\$	2,000
Nondepartmental(Dept 99 –Function 0300 —Fund 0001) increase	\$	11,311
Nondepartmental(Dept 99 –Function 0300 —Fund 1500) increase	\$	36,805
Nondepartmental(Dept 99 –Function 9000—Fund 0001) increase	\$	28,000
Nondepartmental(Dept 99 –Function 1210—Fund 0002) increase	\$	13,000
Nondepartmental(Dept 99 –Function 3300—Fund 0002) increase	\$	18,280
Nondepartmental(Dept 99 –Function 6000—Fund 0011) decrease	\$	(250,000)
Nondepartmental(Dept 99 –Function 6320—Fund 0011) increase	\$	21,000

Passed and approved this 7th day of May, 2019 with the vote thereon being as follows:

Ayes: Nelsen, VanAernam, Thompson

Nays: None

/s/ Todd M. Nelsen, Chairperson  
Audubon County Board of Supervisors

Attest: /s/ Joni Hansen, Deputy  
Audubon County Auditor


Motion-Thompson Second-Nelsen to accept and file the Clerk of Court’s April Report of Fees. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and file the Recorder’s April Report of Fees. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and file the Auditor’s April Month-End reports. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Motion-Thompson Second-VanAernam to approve a fiber optic utility permit for Aureon Technology for 200<sup>th</sup> St. in Melville/Leroy Twp. Vote-all in favor. Rydl stated his crews have been hauling rock, working on bridge projects, reviewed a spreadsheet for work orders and the hiring of two employees.

The Board called Susanne Gerlach of PFM regarding an annual report and what PFM will be preparing. The Board reviewed an email from Philip Condo and will contact him to come to a meeting to discuss Marsy’s Law.

Motion-Thompson Second-VanAernam to adjourn meeting at 11:57 a.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

05/08/2019 through 05/21/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUSTODIAL SUPP	361.98
AGRI DRAIN CORPORATION	RS BLDG	154.00
AGRILAND FS INC	FUEL/PROPANE/CONS	5,495.62
AGRILAND FS INC 73	SR FUEL	31,121.76
ALEX-TECK	SR LABOR	515.50
AMAZON CAPITAL SERVICES	BATTERY BACKUPS/MED SUPP/SHERIFF	451.01
AMSTERDAM PRINTING & LITHO	NEW EMPLOYEE FOLDERS	164.52
ARNOLD MOTOR SUPPLY	SR CUSTODIAL/MISC/TOOLS/PARTS	415.25
AUDUBON CITY	GEN RELIEF UTILITY	100.00
AUDUBON CO ADVOCATE JOURNAL	NEWSPAPER RENEW/CONS	1,023.78
AUDUBON CO SHERIFF	SERVICE FEE/SHER	204.04
AUDUBON CO SOLID WASTE MGMNT, COMMISS	SR DISPOSAL SERVICES	324.32
AUDUBON COUNTY	SR OFFICE SUPPLIES	35.90
AUDUBON FOOD LAND	JAIL MEALS/COMMISSARY SUPP/SHERIFF	3,005.18
AUDUBON STATE BANK	DEPOSIT SLIPS/RECORDER	54.69
BOHLMANN & SONS SANITATION	TRASH REMOVAL/CONS	110.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	102.00
BUSINESS CARD	FUEL/LODGING/SHERIFF	278.23
CAMPBELL, DEBBIE M	MTG MLG REIMB/TREAS	168.92
CASS CO HEALTH SYSTEM	NEW EMP PCP/SHER	121.00
CENTRAL IA DISTR INC	CH VACUUM	457.00
CENTRAL SQUARE LLC	M/A FEE/E911	76.80
CENTURYLINK	TELE/E911	14.00
CLARINDA ACADEMY	MH SHELTER CARE REIMB	1,399.50
CLARK, PATRICIA	PHN ADM/BT MLG REIMB	173.91
CORPORATE OFFICE	WKLY FLEX FUNDING	1,802.10
COUNSEL	M/A COPIER MAIN	97.20
D & J SUPPLY	SR TIRE REPAIR	38.90
DANNER LAWNSCAPES INC	CH LAWN CARE	205.00
DASH MEDICAL GLOVES	MEDICAL GLOVES/SHER	48.90
DELL MARKETING LP	DP MONITOR/TREAS	275.98
DIGITAL-ALLY INC	CHEST CAM/SHER	145.00
ECOLAB PEST ELIMINATION DIV	JAIL PEST CTRL/SHER	81.10
ELMQUIST WELDING & RPR INC	JAIL SHOWER/LABOR/SHER	4,512.99
EXIRA CITY	SR WATER	183.68
FASTENAL CO	SR PARTS/BOLTS	144.29
FIRST NATIONAL BANK OMAHA	DP/OFF SUPP/POSTAGE/ATTY	400.43
FIRSTLINE OUTDOOR POWER	RS PARTS	233.28
FOURTH JUDICIAL DISTRICT, ATTN: 2019 BENCH	REGISTRATION/ATTY	90.00
GALLS LLC	SHIRT/SHERIFF	48.39
GUTHRIE CO ENVIRONMENTAL HLTH	3RD QTR SANITARIAN REIMB	3,470.28
GUTHRIE COUNTY REC	ELECTRIC/CONSERVATION	725.01
HANSEN'S M&M SERVICES	E911 ARC VIEW REIMB	693.75
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST VISITS REIMB	885.00
HOTSY CLEANING SYSTEMS INC	SR PARTS	144.92
IA DEPT OF NATURAL RESOURCES	WATER CERT RENEWAL/CONS	60.00
IA HEALTH CARE ASSOC, IA CENTER OR ASSIST	ICD CODING/PHN	325.00
IA STATE UNIV-CTRE	SR ENG TRAINING	130.00

**Claims Listing Report**  
**AUDUBON COUNTY**

05/08/2019 through 05/21/2019

Vendor	Description	Amount
IACCVSO	DUES/VA	50.00
IICA	ASSESSOR TRAINING	650.00
IOWA STATE BAR ASSOCIATION	CO ATTY STATE DUES	280.00
IP PATHWAYS	DP BACKUP/ASSR	6,664.80
IPHA, IOWA PUBLIC HEALTH ASSN	IGCPH REG	205.00
IRON SHOP	SR TIRE REPAIR	328.12
JACOBSEN INC OF ADAIR	PLBG SUPPLIES/CONS	395.67
JOHNSON, TODD W	GUN CLEANING SUPP/SHER	105.54
KOHOUT, TONY	SR SAFETY WAER	130.00
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	107.61
LANDUS COOPERATIVE	DRUG DOG FOOD/SHER	1,112.70
MENARDS	ELEC/TREES/RR TIES/PANTS/CONS	655.24
MIDAMERICAN ENERGY CO	SR GAS/ELECTRIC	735.37
MIDWEST WHEEL COMPANIES	SR PARTS	61.32
MURRAY, SARAH	HCA/HMK MLG REIMB/PHN	83.13
NATIONAL ELEVATOR INSPECTION	CH ELEV INSPECTION	82.50
NATIONAL SAFETY COUNCIL	ANNUAL DUES/BOS	425.00
NELSON, ROBERT J	ADM/PHN/BT/MLG/MEALS/LODGING	243.79
NEW OPPORTUNITIES INC	GEN RELIEF REIMB	1,325.00
NISSLY, PEGGY	TRANSCRIBING REIMB/ATTY	71.00
NORTHERN SAFETY CO INC	SR SAFETY GEAR	176.94
POWERPLAN	SR PARTS	568.80
RASMUSSEN LUMBER CO	LUMBER/SHERIFF	22.62
REMSBURG SERVICE INC	PLBG RPRS/LABOR/SHERIFF	600.15
ROBERTS LLC, JASON	GRAVEL HAULING/CONS	6,916.96
SCHILDBERG CONSTRUCTION INC	GRAVEL/CONSERVATION	131,583.66
SECURE BENEFITS SYSTEMS	HRA FEES/CLAIMS	9,215.29
SORENSEN, LISA	ADM/PHN MLG REIMB	85.17
SOUTHSIDE WELDING & MACH LLC	RS LABOR/PARTS	678.58
STONE PRINTING OFFICE PRODUCTS	STAMPERS/RECORDER	169.70
THE AUTO CLINIC	VEH RPRS/LABOR/CONS	256.90
THINKSPACE IT	DP SERVER/COMP/SOFTWARE/ATTY	3,424.00
THOMSON REUTERS WEST PYMT CTR	ATTY PRINT CHG	473.00
UNPLUGGED WIRELESS LLC	SHOP CAMERA/LABOR/SHERIFF	4,060.00
US CELLULAR	RS PHONE	797.64
VERIZON WIRELESS	TELE/PHN	54.91
WAHLERT, CHRISTINE G	ADM/PHN MLG REIMB	38.25
WENDL'S WEAPONS	WEAPONS/SHERIFF	2,464.00
WILLIAMS WELDING INC	RS PARTS	39.51
YOUTH SHELTER CARE OF NORTH CE	MH SHELTER CARE REIMB	1,399.50
ZIEGLER INC	SR PARTS/LABOR/BLADES	3,724.34
<b>GRAND TOTAL</b>		<b>241,531.82</b>

**SUPERVISOR'S MINUTE BOOK 2019**

**May 14, 2019**

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson Absent: Gary VanAernam. Others present were Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Mitch Rydl, Todd Johnson, Teresa Murray, Deb Umland, Angie Baylor, Gary Riesgaard, Chris Erlandson, Miranda Bills, Sarah Jennings and Justin Yarosevich.

Motion-Thompson Second-Nelsen to approve agenda with the addition of MMP's for L & N Pork and Clark Family Farms and to delete conference call with VanAernam. Vote-all in favor. Doug Weston updated the Board regarding the Assessor's door and the changes he has to make to it. Motion-Thompson Second-Nelsen to approve the minutes of the May 7, 2019 meeting. Vote-all in favor.

Motion-Nelsen Second-Thompson to approve the deletion of Asset #2383, Proteam 1500 XP vacuum. Vote-all in favor.

Motion-Thompson Second-Nelsen to accept and place on file a MMP for Keno Farms VIII LLC-Dove Finisher Farm, ID#69332. Vote-all in favor. Motion-Nelsen Second-Thompson to accept and place on file the Clark Family Farms-Dawson (formerly Golden Ages Two), ID#65342. Vote-all in favor. Motion-Thompson Second-Nelsen to accept and place on file the L & N Pork LLC, ID#67812. Vote-all in favor.

Motion-Thompson Second-Nelsen to approve Resolution 2019-15 as follows. Vote-all in favor.

**RESOLUTION 2019-15**

Resolution consenting to assignment of Trustee Agent Agreements; Escrow Agent Agreements; and/or Paying Agent and Registrar and Transfer Agent Agreements

WHEREAS, the Board of Supervisors of Audubon County, Iowa (the "County"), has adopted certain resolutions (the "Resolutions") duly authorizing and providing for the issuance of certain bonds, notes or other obligations (collectively, the "Outstanding Obligations"); and

WHEREAS, pursuant to the Resolutions, the County appointed Bankers Trust Company, Des Moines, Iowa ("Bankers Trust"), as the registrar and paying agent for the Outstanding Obligations and approved the execution of Paying Agent and Registrar and Transfer Agent Agreements with Bankers Trust with respect to the Outstanding Obligations; and

WHEREAS, in connection with the issuance of certain Outstanding Obligations, the County may have also entered into certain Trustee Agent Agreements and/or Escrow Agent Agreements with Bankers Trust; and

WHEREAS, UMB Bank, n.a. ("UMB") will acquire the corporate trust business of Bankers Trust, and any existing Trustee Agent Agreements; Escrow Agent Agreements; and Paying Agent and Registrar and Transfer Agent Agreements (collectively, such Agreements are hereinafter referred to as the "Agreements") between the County and Bankers Trust will be assigned by Bankers Trust to UMB; and

WHEREAS, Bankers Trust and UMB have requested that the County consent to the assignment of the Agreements;

NOW, THEREFORE, It Is Resolved by the Board of Supervisors of Audubon County, Iowa, as follows:

Section 1. The County hereby consents to the assignment of the Agreements from Bankers Trust to UMB. The Chairperson and the County Auditor are hereby authorized to execute such documents as may be necessary to carry out the assignment of the Agreements, including the "Acknowledgment to Assignment" that has been prepared by Bankers Trust and presented to the County.

Section 2. The effective date of the assignment of the Agreements shall be as set forth in the Acknowledgment to Assignment.

Section 3. To the extent that the County has continuing disclosure requirements pursuant to Rule 15c2-12 of the Securities Exchange Act relative to the Outstanding Obligations, the County will cause a notice of the assignment of the Agreements to be posted on the MSRB Electronic Municipal Market Access (EMMA).

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved May 14, 2019.

/s/ Todd M. Nelsen, Chairperson, Board of Supervisor  
Attest: /s/ Joni Hansen, Deputy Auditor

ATTESTATION CERTIFICATE

STATE OF IOWA, AUDUBON COUNTY, SS:

I, the undersigned, County Auditor of Audubon County, Iowa, do hereby certify that attached hereto is a true and correct copy of the proceedings of the Board of Supervisors relating to adopting a resolution consenting to the assignment of certain Trustee Agent Agreements; Escrow Agent Agreements; and/or Paying Agent and Registrar and Transfer Agent Agreements, as referred to therein.

WITNESS MY HAND this 14th day of May, 2019.

/s/ Joni Hansen, Deputy Auditor

The Department Head meeting was held and requesting the government rate for lodging, updating the policy book also discussed.

Mitch Rydl gave the Secondary Road update and stated they are stockpiling rock and waiting for the roads to dry to haul it out onto the roads. Discussion was held regarding rocking the farm-to-market roads and using some of that funding. Motion-Thompson Second-Nelsen to approve Resolution-2019-16 as follows. Vote-all in favor.

**RESOLUTION 2019-16**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that Edward Steffes have his position changed to Grade 5 Classification, Crew Leader, 3 years for the Audubon County Secondary Roads Department effective May 21<sup>st</sup>, 2019. Hourly wage will be \$19.59 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003. All benefits will continue as original hiring resolution.

Passed and approved this 14<sup>th</sup> day of May, 2019.

/s/ Todd M. Nelsen, Chairperson  
Audubon County Board of Supervisors

Attest: /s/ Joni Hansen, Deputy  
Audubon County Auditor

Motion-Nelsen Second-Thompson to approve Resolution-2019-17 as follows. Vote-all in favor.

**RESOLUTION 2019-17**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that Robert Gust have his position changed to Grade 3 Classification, Equipment Operator C, 3 years for the Audubon County Secondary Roads Department effective May 21<sup>st</sup>, 2019. Hourly wage will be \$19.28 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003. All benefits will continue as original hiring resolution.

Passed and approved this 14<sup>th</sup> day of May, 2019.

/s/ Todd M. Nelsen, Chairperson  
Audubon County Board of Supervisors

Attest: /s/ Joni Hansen, Deputy  
Audubon County Auditor

Motion-Thompson Second-Nelsen to approve Resolution-2019-18 as follows. Vote-all in favor.

**RESOLUTION 2019-18**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that Shamus Fountas be hired as Grade 2 Classification, Equipment Operator B for the Secondary Roads Department effective May 28<sup>th</sup>, 2019. Hourly wage will be \$17.37 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003. Insurance coverage shall begin July 1<sup>st</sup>, 2019.

Passed and approved this 14<sup>th</sup> day of May, 2019.

/s/ Todd M. Nelsen, Chairperson  
Audubon County Board of Supervisors

Attest: /s/ Joni Hansen, Deputy  
Audubon County Auditor


Sarah Jennings clarified with the Board that she is not sharing services with the City of Audubon but that the work she will be doing will be done as a private attorney outside of her county duties.

The Board stated that the reason for percentage raises given to non-union secondary roads employees was the Board's decision after meeting with the departments during budget reviews.

Motion-Thompson Second-Nelsen to approve the Premium Collection Form for TASC. Vote-all in favor.

Justin Yarosevich, of Simmering-Cory & Iowa Codification, discussed with the Board and Sarah Jennings the process for a code development project and stated the price is based according to the number of ordinances and pages. Discussion was also held regarding updates and online services.

Motion-Thompson Second-Nelsen to adjourn the meeting at 12:03 p.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

May 21, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Lisa Frederiksen, Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Kent Grabill, Mitch Rydl, Rod Williams, Miranda Bills, Sam Wendl, Jami Schlemer, Steve Hocamp, Chris Erlandson, Todd Johnson, Melissa Thygesen, Laura Bacon and Renee Von Bokern.

Motion-Thompson Second-VanAernam to approve agenda with the addition of Exira Fire Dept. and utility permit. Vote-all in favor. Doug Weston stated he had no new update. Motion-Thompson Second-VanAernam to approve the minutes of the May 14, 2019 meeting. Vote-all in favor.

Board of Supervisor meeting update – the Valley Business Park bond has been paid off; Heart of Iowa; EMA applications.

Motion-VanAernam Second-Thompson to amend the agenda to add deletion of EMA cell phone. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the deletion of the EMA cell phone. Vote-all in favor.

The Board discussed the 9.58% and 10.78% nonunion wage increases and why increases had gone away from past practice of percentages. Nelsen stated his reasoning was that one employee had taken on zoning duties and that they were trying to have more of a difference between management and staff. Comment was made on other elected offices having increased duties without increased pay. Nelsen added that they had trouble filling crew leader positions even though no concerns had been made regarding crew leader increases in pay.

Roadside Manager Kent Grabill discussed right-of-way being part of a buffer strip for separation distance in regards to organic farming and being certified with OCIA. He stated that there needs to be signage regarding no spraying and these people would have to contact the county weed commissioner. A yearly agreement for a control plan was suggested for those wanting no spraying. The separation distance for bees is one mile.

Rod Williams met with board/engineer regarding rock situation on county roads, potential survey of red fuel tax amount increases to potentially address legislators on giving back to county roads. Also discussion of possibility of owner purchase of additional rock for roads or owner cost to pave section of road.

Sam Wendl and Jami Schleimer of secondary roads discussed MAC dump trucks that are being advertised online stating they could replace some of the single use vehicles that are now in use that have some maintenance issues and could also use to move rock. Rydl stated they would be out of next year's budget.

Steve Hocamp of the Exira Fire Department requested funding of \$5000.00 to each the Exira Fire Department and the Audubon Fire Department to purchase equipment needed to perform ice rescues. Hocamp stated five members from each department have gone for training for ice rescue. Nelsen stated that the fire departments receive money from the cities and townships and that the Board does not budget for equipment for the departments.

Mitch Rydl gave the Secondary Road update. Motion-VanAernam Second-Thompson to approve a utility permit for Northern Natural Gas on F58 in Ex 3. Vote-all in favor. Weekly update: hauling rock to the stockpile. Rydl also discussed using farm-to-market funds to purchase rock for the farm-to-market roads.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments – with exception on one claim for a gift being denied– the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$241,531.82. Vote-all in favor. Board did not notify department with denied claim.

Motion-VanAernam Second-Thompson to accept and place on file a MMP update for Patrick & Joey Schon, ID#64318. Vote-all in favor.

Chris Erlandson discussed the split of data processing services with the Board and Auditor Lisa Frederiksen. IP Pathways contract does not want to estimate breakout of time worked as they feel it is too cumbersome. Auditor expressed concerns with all monies being taken out of general basic since January–the need for a decision/correction before end of fiscal year in June. Chris stated 33 hours had been spent on the sheriff server.

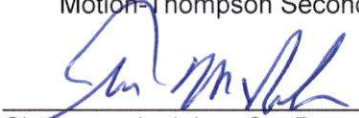
Motion-VanAernam Second-Thompson to approve the deletion of Sheriff's guns, four Springfield Armory XD .45's and 5 S & W 4006 .40 w/two mags and case; and deletion of two battery back-ups, #2092 and #2221, UPS Power Systems. Vote-all in favor.

The Board called Renee Von Bokern and discussed with Todd Johnson and Melissa Thygesen the interpretation/miscommunication of discussion that was held during negotiations/tentative agreement that was made—market rate increase for dispatch position category only versus increase in lieu of family



insurance contribution and a "3.8% average" increase expressed by Chairperson Nelsen versus the board-reduced dollar amount increase elected officials received from compensation board. Auditor questioned Nelsen's 3.8% as that did not correlate to any average increase she had calculated—current year elected official average increase was approximately 3.26% and prior year was not 3.54%. Dispatch position amount increase was next added to civil clerk position. Request was made to give additional increase to remaining custodial position—board then agreed to raise the FY20 custodial amount from \$.48 to \$.61/hour (equivalent to Nelsen's "3.8%"). Von Bokern will contact Rik Willett from union and add an addendum page accordingly.

Motion Thompson Second-VanAernam to adjourn meeting at 2:01 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
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Audubon County Deputy Auditor

**SUPERVISOR'S MINUTE BOOK 2019**

**May 28, 2019**

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Lisa Frederiksen, Diana Munch, Joni Hansen, Doug Weston, Bob Jacobsen, Tiffany Henkle, Todd Johnson, Deb Campbell, Teresa Murray, Rick Andersen, Andy Christensen, Kent Grabill and Mitch Rydl.

Motion-Thompson Second-VanAernam to approve agenda. Vote-all in favor. Doug Weston stated he had no new update.

Bob Jacobsen, on behalf of the Audubon City Council, discussed back-up coverage when the city is down a deputy and vice-versa when the county is short staffed regarding a deputy. Todd Johnson stated they would help when they can and they could talk regarding schedules. Motion-Thompson Second-VanAernam to approve Resolution 2019-19 as follows. Vote-all in favor.

**RESOLUTION 2019-19**

Be it hereby resolved by the Audubon County Board of Supervisors, that Megan Dentlinger be hired as a part-time dispatcher/jailer for the Audubon County Sheriff's office effective May 28, 2019. This position will follow the union contract for benefits based on 20 hours per week average. The starting salary will be \$12.36 based on experience and then follow the union contract for pay increases as set.

Dated at Audubon this 28<sup>th</sup> day of May, 2019 with the vote thereon being as follows:

Ayes: Nelsen, VanAernam, Thompson	Nays: None
Audubon County Board of Supervisors	Attest:
<u>Todd M. Nelsen, Chairperson</u>	<u>Joni Hansen, Deputy Auditor</u>

Johnson and Henkle discussed the split of IT expenses regarding their server and said there needs to be clarification. The Board will have a meeting with Department Heads on Wednesday, May 29 at 1:30 p.m.

Rick Andersen of Faith Community Church requested a tax abatement for the parsonage that the church purchased. Motion-VanAernam Second-Thompson to abate the taxes on Parcel #050521420402 in the amount of \$1545.95. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve Resolution 2019-20 as follows. Vote-all in favor.

**RESOLUTION 2019-20**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors, that MV Deputy Courtney Nelson, full time employee of the Treasurer's Office, salary be increased to 61% of the Treasurer's annual salary effective July 1, 2019.

This increase will bring her annual salary to \$31,058.56.

Dated this 28<sup>th</sup> day of May, 2019.

Audubon County Board of Supervisors	Attest:
<u>Todd M. Nelsen, Chairperson</u>	<u>Joni Hansen, Deputy Auditor</u>

Motion-VanAernam Second-Thompson to approve Resolution 2019-21 as follows. Vote-all in favor.

**RESOLUTION 2019-21**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors, that Deputy Amanda Kommes, full time employee of the Treasurer's Office, salary be increased to 66% of the Treasurer's annual salary effective July 1, 2019.

This increase will bring her annual salary to \$33,604.34.

Dated this 28<sup>th</sup> day of May, 2019.

Audubon County Board of Supervisors	Attest:
<u>Todd M. Nelsen, Chairperson</u>	<u>Joni Hansen, Deputy Auditor</u>

Andy Christensen discussed the condition of the road and ditch along Littlefield Drive in the south end of the county. The Board will pass this on to the Engineer.

Motion-VanAernam Second-Thompson to approve the minutes of the May 21, 2019 meeting. Vote-all in favor. Board of Supervisor meeting update – Heart of Iowa meeting.

Roadside Manager Kent Grabill discussed right-of-way being part of a buffer strip and stated that the county has an annual No Spray Liability Release form that he can use.

Mitch Rydl gave the Secondary Road update. Motion –VanAernam Second-Thompson to amend the agenda to pay a JEO voucher. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the payment of a voucher from JEO for GR 15-17. Vote-all in favor. Weekly update: hauling rock to the stockpile. Rydl also discussed the red fuel tax, damage to roads per Iowa Code, posting of bridges and

HRA billings. The Board called Ryan of Kingston regarding the payment of claims by Secure Benefits and why they are so slow to pay. Ryan stated he will review pending EOB's and get back to the Board.

Motion-VanAernam Second-Thompson to accept and place on file a MMP for Dave Robinson-South Place, ID#62115. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and file a MMP update for Phil Madsen-Madsen Barn, ID#64624. Vote-all in favor.

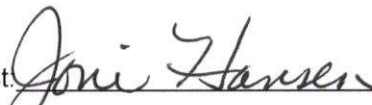
Motion-VanAernam Second-Thompson to approve the Fiscal Year 2017-18 Financial and Operating Data Report (Disclosure Report). Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the Sheriff's Teamster Local 238 Agreement for 7-1-19 to 6-30-22 and Addendum. Vote-all in favor.

No action on Marsy's Law as Mr. Condo will contact the Board at a later date. Motion-VanAernam Second-Thompson to adjourn meeting at 12:20 p.m. Vote-all in favor.



Chairman, Audubon Co. Board of Supervisors

Attest: 

Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

May 29, 2019

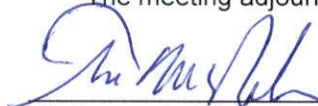
The special meeting of the Board of Supervisors was called to order at 1:35 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Lisa Frederiksen, Diana Munch, Tiffany Henkle, Todd Johnson, Deb Campbell, Teresa Murray, Miranda Bills, Chris Hemmingsen, Deb Umland, Gary Riesgaard, Kent Grabill and Mitch Rydl.

Lengthy discussion on Board getting input from all on opinions/recommendations for splitting out of IT monthly billings from IP Pathways. ICIT committee/Board by lapse of 90-day renewal notice default have now extended the IP Pathways contract for an additional 12 months-through June 2020. Monthly fee is \$6125.00 for 21 hours/week (91 hours/month) of IT work. Additional monthly bill from IP Pathways of \$545.80 for server backups. During FY20 budget reviews, Supervisors had indicated to various departments that DP services would now all come out of department 52 for "General Basic" departments—with the exception for more individualized departmental software purchases and sheriff server. This new budget information was not given to all general basic departments/Accounts Payable. Discussion on whether 3 days/week was still necessary; discussion on timing of rewiring plans—which would be a bid/contracted with outside entity—unsure when that will happen? Discussion on 6 uniform patrol computers being able to use 50% of rural basic funds. Chairperson Nelsen requested to start with future billing split for FY20. Later discussion moved to splitting out past/current January-June 2019 still coming out of departmental budgets for some. Also discussion on workstation versus hours split. IT Erlandsen had spent 33 hours on fixing sheriff server issues-this extra expense was addressed. Secondary Roads discussed extra hours beyond their "2 per month" quota. Auditor stated that for now, they would be using a different vendor to handle election IT needs and would plan to continue taking out of Auditor budget versus IT department. Assessor was agreeable with board for both current and next year splits being considered; also asked about the RE/Financial 1/6 split she was paying high for an office her size. Secondary Roads and Sheriff offices requested to have until next Tuesday to review their current budget status. May expenditure report with remaining budget \$/% was reviewed and also given to sheriff department. Discussion on Erlandsen not splitting out hours/IP Pathways contract/ICIT committee and weekly report given to this 6-member-committee from Erlandsen to report his activity. General basic reserves issue presented by Auditor and Chairperson Nelson --which feeds into other limited funds that effect other department appropriation requests—and future budget needs of all being jeopardized accordingly.

Board discussed with Auditor the current status of FY19 actual spending versus proposed budget spending –potential partial appropriation of some departmental FY20 requests accordingly. Supervisors will discuss further at next meeting.

Motion-Van Aernam Second-Thompson to approve minutes of May 28, 2019 meeting. Vote-all in favor.

The meeting adjourned at 3:33 p.m.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Auditor

SUPERVISOR'S MINUTE BOOK 2019

June 4, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson, Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Tiffany Henkle, Todd Johnson, Deb Campbell, Teresa Murray, Chris Hemmingsen, Mitch Rydl, Sarah Jennings and Renee Von Bokern via telephone.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of Clerk of Court fees and Windstream notice. Vote-all in favor. Doug Weston stated the elevator inspector was coming today.

Tiffany Henkle and Todd Johnson discussed the split of IT claims and reviewed how they arrived at a total of \$4058.64 for IT services from January to the end of June. Board

Teresa Murray informed the Board of a Lunch and Learn scheduled for June 26 and asked if they would be willing to grill for that training and the Board agreed.

Motion-VanAernam Second-Thompson to approve minutes of May 29, 2019 meeting. Vote-all in favor.

The Board placed a call to Renee Von Bokern and along with Teresa Murray discussed a Public Health addendum to the County handbook regarding ongoing public health concerns. Teresa had a request to grandfather in 1 RN and 2 HCA employees (P LaFoy, P Clark & S Murray) for potential temporary "less-than-3-consecutive months of reduced hours/per calendar year" to be able to maintain their family insurance plan. VonBokern will draft an addendum for approval at the June 20 Board of Health meeting. Teresa had received attorney general opinion from Sarah Jennings regarding insurance and Supervisor authority to provide/administer the county's plan. When questioned, Murray responded this reduction event had possibly happened once in the past 5 years; was not sure why previous part-time positions had been increased to full-time.

Mitch Rydl and Chris Hemmingsen met with the Board. Motion-VanAernam Second-Thompson to approve the IDOT FY19 budget amendment. Vote-all in favor. Discussion was held regarding the split of IT claims and Rydl agreed to a \$3000.00 journal entry for payment of IT services from January to the end of June. Nelsen questioned Auditor Frederiksen on reserves and was directed to Treasurer for most current cash balances. Treasurer Deb Campbell brought cash ledger balances for the Board to review. Discussion was held regarding work on 280<sup>th</sup> Street.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$279,644.33. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve 3% raise with Resolution 2019-22 as follows. Vote-all in favor.

Resolution 2019-22

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that effective July 1, 2019, hourly rate of as-needed Auditor Assistant Becky Marten be raised to \$19.32/hour.

Dated at Audubon County, Iowa this 4th day of June, 2019.

/s/ Todd M. Nelsen, Chairperson

Board of Supervisors, Audubon County, Iowa

ATTEST:

By: /s/ Joni Hansen, Deputy Audubon County Auditor

Motion-Thompson Second-VanAernam to approve 3% raise Resolution 2019-23 as follows. Vote-all in favor.

Resolution 2019-23

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that Deputy Auditor Joni Hansen hourly pay be \$20.50/hours effective July 1, 2019.

Dated at Audubon County, Iowa this 4th day of June, 2019

/s/ Todd M. Nelsen, Chairperson,

Board of Supervisors, Audubon County, Iowa

ATTEST:

By: /s/ Joni Hansen, Deputy Audubon County Auditor

Motion-Thompson Second-VanAernam to accept and place on file the Recorder's May Report of Fees. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file the Clerk of Court's May Report of Fees. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept/place on file MMP update for Gleason Farms Inc. - Chad's Site, ID#66867. Vote-all in favor. Motion-Thompson Second-VanAernam to accept/place on file MMP update for Douglas Gleason-Gleason Farms Inc.-Home #, ID#61327. Vote-all in favor.

Board of Supervisor update – Heart of Iowa, New Opportunities, EMA and Valley Business Park meeting updates.

Doug Weston let the Board know that elevator inspection was OK and that the new door restrictor would have to be in place by January 1, 2020. Weston will get a quote.

Motion-Thompson Second-VanAernam to approve the Nyhart Service Agreement for interim GASB 75 valuation and forward to Nyhart. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept and file the Auditor's May month-end reports. Vote-all in favor.

Nelsen discussed the process involved for liability and property insurance quotes and stated they would put out an official request for bids in November.

The Board requested the Auditor's office to prepare a department memo stating the last claim date for the fiscal year would be June 18 and to do a corrective journal entry to recode the road vacation invoice in the amount of \$18.77 to Secondary Roads which Board had miscoded. Auditor office also directed to prepare journal entry to recode past Jan-June IT expenses according to Nelsen's notes.

The Board discussed review of budget-to-actual spending through June 4<sup>th</sup> and the options for appropriations with Auditor Frederiksen. General Basic reserves/potential budget cut concerns were discussed along with line-item under/over spending of appropriations. Also discussed inconsistencies with departmental budget treatment. Auditor explained her difficulty with attempts to advise/recommend ways to save reserves on behalf of taxpayers and treat departments in a more equitable manner; however it is ultimately a decision of the Board to maintain these reserves, departmental budgets/wage increases, and set the levy rates. Supervisors offered to better look at actual-vs-budget spending (know where the excesses are) and more carefully review budget requests during upcoming fiscal year. Reminder given that same commitment was made by the Board last June and in prior years; Auditor will move forward with 100% appropriation of FY20 budget amounts.

The Board gave Sarah Jennings a bankruptcy notice from Windstream that they had received and she told them to shred it. A denied claim for drug dog memorial was discussed and Jennings stated that it was allowable out of confiscated (equitable sharing) funds -- it will be submitted for payment on the 18<sup>th</sup>. The Board discussed budget line items and Sarah explained that the new credit card scanner and computer were part of the collections program stating that this program will generate money for Audubon County that is currently going to Cass County.

Motion-Thompson Second-VanAernam to adjourn the meeting at 1:48 p.m.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
Audubon County Auditor

## SUPERVISOR'S MINUTE BOOK 2019

June 11, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson Absent: Gary VanAernam. Others present were Diana Munch, Joni Hansen, Doug Weston, Chris Erlandson, Miranda Bills, Dave Beane, Deb Campbell, Teresa Murray, Gary Riesgaard, Mitch Rydl, Dave Lake and Laura Bacon.

Motion-Thompson Second-Nelsen to approve the agenda with the deletion of hearing date and addition of Resolution of hire and Becker rock. Vote-all in favor. Doug Weston stated that he was not happy about keeping the Supervisor's door shut as he would prefer it open so he can run the air conditioner to blow cool air out into the hallway. Nelsen recalled it was recommended that the door stay shut after we had active shooter training and that it was a safety issue. Thompson suggested running a fan in the hallway and keeping the door shut. The Board will visit with the Sheriff regarding active shooter training. Weston stated that they would be working on the elevator on June 25.

The Department Head meeting was held and year-end spending was discussed along with the last claim date of June 18.

Motion-Thompson Second-Nelsen to approve minutes of the June 4, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-Nelsen to accept and place on file a MMP for Jody Meiners, ID#61440. Vote-all in favor. Motion-Thompson Second-Nelsen to accept and place on file a MMP update for Hansen Farms-Home Place, ID#62063. Vote-all in favor. Motion-Nelsen Second-Thompson to accept and place on file MMP updates for Vanole Inc.-VanAernam Site, ID#64747; Madsen Barn-Phil Madsen, ID#64624; Greenflash RE LLC-Jorgensen Site, ID#64571 and Floyd Klocke, ID#63745. Vote-all in favor.

Mitch Rydl gave the Secondary Road update and discussed the right-of-way for an upcoming culvert replacement. Motion-Thompson Second-Nelsen to approve Resolution 2019-24 as follows. Vote-all in favor.

## Resolution 2019-24

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that Steve Dentlinger be hired as Grade 2 Classification, Equipment Operator B for the Secondary Roads Department effective June 24<sup>th</sup>, 2019. Hourly wage will be \$17.37 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003.

Insurance coverage shall begin August 1, 2019.

Passed and approved this 11th day of June, 2019

/s/ Todd M. Nelsen, Chairperson,

Board of Supervisors, Audubon County, Iowa

ATTEST:

By: /s/ Joni Hansen, Deputy Audubon County Auditor

Rydl informed the Board that the Becker rock is no longer available and stated that there are fewer and fewer places where rock is available and where rock could be stockpiled in the northern part of the county. Weekly update: FEMA work, N36 plans, patching, dust control, truck bids and a change of work hours during the week of July 4.

Dave Lake discussed the ICAP renewal and proposed changes in deductible amounts. Lake will come back next week to finalize this with the Board.

Mention made on board authority for raises, with board agreeing to give additional percentages: Motion-Thompson Second-Nelsen to approve 6.24% and 5.88% respectively raises with Resolution 2019-25 as follows. Vote-all in favor.

## Resolution 2019-25

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that County Attorney staff member Faith Anthony's hourly rate will be increased from \$16.03 per hour to \$17.03 per hour effective July 1, 2019, and that County Attorney staff member Angela Baylor's hourly rate will be increased from \$17.00 per hour to \$18.00 per hour effective July 1, 2019.

Dated at Audubon County, Iowa this 11th day of June, 2019.

/s/ Todd M. Nelsen, Chairperson

Board of Supervisors, Audubon County, Iowa

ATTEST:

By: /s/ Joni Hansen, Deputy Auditor

Motion-Thompson Second-Nelsen to adjourn the meeting at 11:41 a.m.



Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Auditor

05/22/2019 through 06/04/2019

Vendor	Description	Amount
ABILITY NETWORK INC	ANNUAL SOFTWARE M/A/PHN	1,335.13
ARNOLD MOTOR SUPPLY	SR BATTERIES	329.19
AUDUBON CO SHERIFF	SERVICE FEE/SHERIFF	345.10
AUDUBON CO SOLID WASTE MGMNT, COMMISS	SR DISPOSAL SERVICES	183.56
AUDUBON COUNTY	PAYROLL CLRNG LIAB MAY-JUNE HRA	26,194.00
BAIER, DREW	ANIMAL CTRL/MLG REIMB	239.00
BAKER, RICHARD M	VA MTG REIMB	50.00
BOHLMANN & SONS SANITATION	CH TRASH REMOVAL	201.00
BRAND, DAVID	WATERSHED EXP/MLG REIMB	170.90
BRAYTON CITY CLERK	SR RUT REIMBS	599.27
CARD SERVICES	INTERNET/TOOL/CONS	125.73
CENTRAL IA DISTR INC	JAIL SUPPLIES	89.00
CHARM-TEX INC	INMATE SUPP/SHER	59.80
CITY SERVICE & PARTS	SR PARTS/FILTERS	73.43
CONSTRUCTION & AGGREGATE PRODU	SR PARTS	349.83
CORPORATE OFFICE	WKLY FLEX FUNDING	872.85
COUNSEL	M/A COPIER/ASSR	154.78
DELL MARKETING LP	SR COMPUTER ASSET	1,203.17
FIRST NATIONAL BANK OMAHA	MTG LODGING/TREAS	332.64
GOLDSTAR PRODUCTS INC	SR ASPHALT MTRL	607.90
HAMANN TRUCKING LLC	SR GRANULAR HAULING	54,408.96
HANER, DALE R	MLG/TRANSPORT REIMB/VA	457.12
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/COTA REIMB/PHN	250.00
HEART OF IA COMMUNITY SERVICES	4TH QTR MH/DD ALLOC	81,753.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
IA COUNTY ATTORNEYS ASSN	MTG REG/SHERIFF	70.00
IA DEPT OF NATURAL RESOURCES	WATER CERTIFICATE RENEWAL/CONS	60.00
IA DEPT OF PUBLIC SAFETY	6 MONTH TERMINAL SER/SHERIFF	2,760.00
IICA	ASSESSOR MTG REG	330.00
INMAN, KATHY	JUNE INS REIMB/SHER	147.66
IRON SHOP	SR LABOR/TIRE REPAIR	72.45
ISAC-GROUP HEALTH PROGRAM	MAY-JUNE INS PREM	69,108.00
JENNINGS, SARAH	ATTORNEY DUES REIMB	55.00
JESSEN, DWIGHT	SR INS REIMBS	115.80
LOG CABIN QUILTING	SR SIGN MTRL	194.49
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	239.51
MARTIN, PAMELA	VA TRANSPORT REIMB	80.00
MEDIACOM	CABLE SERVICE/SHER	128.71
MEDICAP PHARMACY #8051	INMATE MEDS/SHERIFF	13.37
MIDAMERICAN ENERGY CO	SR ELECTRIC	1,244.80
MOTOROLA SOLUTIONS INC	RADIO/SHERIFF	9,774.50
OLSEN, FRANK	VA MTG/MLG REIMB	61.22
POWERPHONE INC	DISPATCHER TRAIN/SHERIFF	1,458.00
PRODUCTIVITY PLUS ACCOUNT	SR PARTS/BATTERIES	638.57
RIESGAARD, GARY N	VA TRANSPORT REIMB	80.00
ROBERTS LLC, JASON	WATERSHED RPRS/LABOR	5,814.62
ROKKE, JASON	MTG MEAL REIMB/SHERIFF	146.86
SCHILDBERG CONSTRUCTION INC	WATERSHED MATERIAL	3,143.14



05/22/2019 through 06/04/2019

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
SCHLEIMER, JAMI	SR SAFETY GEAR	130.00
SOUTHWEST IA DIST ASSESSORS	2 ASSESSOR DUES	400.00
THE SCHNEIDER CORPORATION	ASSESSOR STAFF SUPPORT	9,000.00
TRI-TECH FORENSICS INC	EVIDENCE SUPP/SHER	45.50
UMLAND, DEBRA	MTG MLG REIMB/ASSR	97.00
US RECORDS MIDWEST LLC	OFF SUPP/RECORDER	236.27
VANDERHEIDEN, JODI L	TRANSCRIPT REIMB/ATTY	113.00
VERIZON WIRELESS	TELE/SHERIFF	594.49
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR PHONE	100.00
WINDSTREAM IOWA COMMUNICATIONS	SR PHONE	2,724.25
	<b>GRAND TOTAL</b>	<b>279,644.33</b>

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## SUPERVISOR'S MINUTE BOOK 2019

June 18, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Diana Munch, Joni Hansen, Becky Marten, Doug Weston, Todd Johnson, Courtney Nelson, Chris Erlandson and Dave Lake.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of Public Notice. Vote-all in favor.

Doug Weston stated that he been checking on the costs for electronic thermostats and radiators. He stated there are 46 thermostats and 59 radiators in the building and that if we changed them out it would cost \$43,000.00. Weston reminded the Board it was something they needed to keep in mind.

Todd Johnson presented a request to pay Tyler Thygesen for Interim EMA director work and Tiffany Henkle as assistant. Courtney Nelson asked how there are paid positions for some offices that no one else knows about and why it is taking two people to do that position. Nelson stated she thought it was very unfair that some employees have opportunities to have an additional paid position and that the rest of the employees don't even know this position is available. Becky Marten stated that when she did some work for Les Larsen when he was Director that she was just paid her hourly rate for the hours she worked. Johnson stated these positions are temporary until they hire a new EMA Director.

Motion-Thompson Second-VanAernam to approve minutes of the June 11, 2019 meeting. Vote-all in favor. Board of Supervisor update – Valley Business Park and Region XII meetings.

Chris Erlandson discussed the purchase of the firewall and let the Board know that it can come out of the 2020 budget.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$271,292.21. Vote-all in favor

Dave Lake discussed the ICAP renewal and proposed changes in deductible amounts. Motion-VanAernam Second-Thompson to approve the ICAP renewal and raise the deductible amounts to \$1000.00 on auto and \$5000.00 on property. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve a Public Notice for FY20 Budget Amendment setting a hearing date for July 2 at 10:00 a.m. Vote-all in favor.

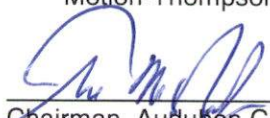
Motion-VanAernam Second-Thompson to approve the recoding of E911/FCC notices. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the deletion of Treasurer's Dell screen, #2147 and desk phone. Vote-all in favor.


Motion-VanAernam Second-Thompson to accept and place on file a MMP update for Josh Linde-Linde Feeders, ID#65395. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP update for Daren Lauritsen, ID#62130. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file MMP update for Jason Klein-JMK Finishers, ID#65391. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve a utility permit for Guthrie Co. REC at 2527 Littlefield Drive. Vote-all in favor.

Regarding previous week raises approved over the general "3%" limit set for courthouse, Board stated they had already verbally discussed/agreed to staff \$1/hour increases in January to that elected official's request.

Motion-Thompson Second-VanAernam to adjourn the meeting at 11:46 a.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor

**Claims Listing Report**  
**AUDUBON COUNTY**

06/05/2019 through 06/18/2019

Vendor	Description	Amount
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/PTA/OTA-PHN	585.00
HOME LOAN SERVICE	RENT S 7201-VA	605.00
HOUSBY MACK INC	SR PARTS	88.81
IA COUNTY RECORDERS ASSN	FIDLAR ILR MA-REC	1,550.11
IA STATE ASSN OF COUNTIES	2091 ANNUAL CONF-ASSR	210.00
IMWCA	FY20 WCOMP DEPOSIT	9,659.00
INLAND TRUCK PARTS COMPANY	SR PARTS	427.50
INTOXIMETERS INC	DRYGAS-SHER	166.25
IP PATHWAYS	BACKUP-SR	539.80
IRON SHOP	SR TIRES/WELDING/LABOR/BRIDGE	1,629.66
JENNINGS, SARAH	REIMB FRAME/PHOTO FOR AXEL-CONF FUND	234.19
JOHN DEERE FINANCIAL	CONS OIL FILTER & BELT	148.71
KIMBALL MIDWEST	SR BOLTS/PARTS	179.79
KIMBALLTON FIRE DEPT	2 RADIOS/8 MIC/6 BATT-E911	2,000.00
LAFOY, PENNY	REIMB HCA/HMK MLG-PHN	100.98
LANDUS COOPERATIVE	CONS ELK FEED	27.84
LOGAN CONTRACTORS SUPPLY INC	CONS SEALANT	1,845.00
MARNE-ELK HORN TELEPHONE CO	TELE SERV-911	148.30
MARTIN'S FLAG CO	GRAVE MARKERS-VETS	1,258.91
MENARDS	CONS RAIL ROAD TIES, TIMBERS, GLOVES	1,053.22
MICHAEL, BRETT P	MH ADV MLG REIMB-MH	166.26
MICROFILM IMAGING SYSTEMS, INC	SCAN BOOK B-REC	2,061.04
MIDAMERICAN ENERGY CO	ELECTRIC BILL-G RELIEF	678.21
MIDWEST COMPLIANCE ASSOCIATES	HIPAA SERVICES	1,000.00
MIDWEST HARD PARTS INC	RS MINOR EQUIP	500.00
MIDWEST SPRAY TEAM & SALES INC	RS CHEMICALS	2,213.75
MIDWEST WHEEL COMPANIES	SR PARTS/ADDITIVES	81.70
MURRAY, SARAH	REIMB HCA/HMKR MLG-PHN	83.13
MURRAY, TERESA	REIMB ADM MLG-PHN	35.19
NELSON, ROBERT J	REIMB ADM MLG/MEALS/MTG-PHN	243.02
NEW OPPORTUNITIES INC	GEN RELIEF	1,325.00
NORTHERN SAFETY CO INC	SR SAFETY SUP	328.91
O'HALLORAN INTERNATIONAL	SR PARTS	501.30
OLSON, BRYAN	REIMB BRD OF REVIEW MTGS/MLG-ASSR	192.44
OPTIONS INK	SR SIGN MTRL	30.25
PAT KAISER'S CHRISTIANSEN MTRS	RPRS 5-4 TAHOE-SHER	1,082.82
PITNEY BOWES INC	INK CARTRIDGES-POSTAGE METER	356.97
POWERPHONE INC	2 ANNUAL SOFTWARE MA	199.80
POWERPLAN	SR PARTS	145.63
RASMUSSEN LUMBER CO	SR POSTS/PAVEMENT/BRDG MTRLS	3,652.36
RASMUSSEN, ABBY	REIMB BRD OF REVIEW MTGS/MLG-ASSR	186.32
RDO TRUCK CENTERS	SR PARTS	4,678.08
RIESGAARD FARM SUPPLY	RS GRASS SEED	320.00
RIESGAARD, GARY N	NAT CONFERENCE/MEALS/MLG/ROOMS-VA	2,100.78
ROBERTS LLC, JASON	CONS TRUCKING FOR GRAVEL	720.90
SCHILDBERG CONSTRUCTION INC	CONS GRAVEL	102,265.01
SECRETARY OF STATE	IVTOTERS MTCE/NO ACTIVITY CARDS	804.37
SECURE BENEFITS SYSTEMS	HRA PARTICIPANT FEE/MONTHLY/CLAIMS	16,203.84

06/05/2019 through 06/18/2019

Vendor	Description	Amount
ACE HARDWARE	RS TOOL/SAFETY/OFFICE	1,808.27
AGRILAND FS INC	FUEL-SHER	1,380.37
AGRILAND FS INC 73	SR PARTS	26,494.64
AMAZON CAPITAL SERVICES	PAPER & TONER-ELEC/AUD	245.82
ARMENTROUT, DONALD	2 TRANSPORTS-VA	160.00
AUDUBON CITY	SR BLDG REPAIR	413.10
AUDUBON CO ADVOCATE JOURNAL	VEH ABANDONED AD-SHER	1,228.82
AUDUBON CO MEMORIAL HOSP	INMATE EXAM/MEDS-SHER	595.61
AUDUBON CO SHERIFF	COMP JAIL SENT-SHER	202.54
AUDUBON CO SOLID WASTE MGMNT, COMMISS	RS DISPOSAL SERVICES	35.00
AUDUBON FIRE DEPARTMENT	REIMB 5 RADIOS-E911	2,300.00
AUDUBON FOOD LAND	JAIL MEALS/COMM-SHER	1,739.54
AUDUBON MEDIA CORPORATION	CONS CAMPGROUND ENVELOPES	144.00
AUDUBON-EXIRA READY MIX INC	SR PAVEMENT PATCHING	6,069.00
BILLS, MIRANDA	SUMMER SCH LODGING-REC	288.96
BOHLMANN & SONS SANITATION	CONS SANITATION SERVICE	110.00
BOLDT, PAULETTE KAY	REIMB HCA/HMKR MLG-PHN	56.10
BRAYTON FIRE DEPT	REIMB 3 RADIOS-911	1,200.00
BUSINESS CARD	LODGING-SHER	436.80
CASEY'S BUSINESS MASTERCARD	FUEL/FIN CHG/REBATE-EMA	116.72
CASS CO HEALTH SYSTEM	SR HEALTH SERVCIES	928.00
CENTRAL IA DISTR INC	CONS CLEANING SUPPLIES	1,128.70
CENTURYLINK	CABLE SERV-JUNE-911	28.00
CINTAS	SR HEALTH SUPPLIES	37.54
CITY SERVICE & PARTS	CONS-BULB	1.69
CLARK SERVICE AND EXHAUST LLC	CHG AC/FREON-SHER	245.94
CLARK, PATRICIA	REIMB PHN MLG-PHN	87.72
CLEMSEN, SHARI	REIMB BRD OF REVIEW MTGS-ASSR	198.56
CORNING RENTAL LLC	CONS SOD CUTTER RENTAL	70.00
CORPORATE OFFICE	WKLY FLEX FUNDING	2,546.39
COUNSEL	PHN COPIER	67.82
D & J SUPPLY	SR TIRE REPAIR	33.00
DANNER LAWNSCAPES INC	GRUB/MERIT	85.00
DEIST FARMS	SR ROCK HAULING	5,129.30
DELL MARKETING LP	MONITOR/PRINTER-PHN	1,623.30
DOLLAR GENERAL CORP	P TOWELS	35.90
ECOLAB PEST ELIMINATION DIV	JAIL PEST CNTRL-SHER	81.10
EXIRA CITY	SR WATER	82.85
EXIRA FIRE DEPARTMENT	REIMB 5 RADIOS-911	2,340.00
EXIRA PLUMBING & HEATING	CONS CAMPGROUND E	3,033.60
FASTENAL CO	SR PARTS	24.86
FIDLAR TECHNOLOGIES INC	COUNTYCARE SOFTWARE SUPP ANN FEE-REC	5,560.00
FORESTRY SUPPLIES INC	RS SAFETY	984.79
GALLS LLC	CONS LAW ENFORCEMENT SUPPLIES	402.27
GRAHAM TIRE STORM LAKE	4 TIRES-SHER	560.00
GUTHRIE COUNTY REC	CONSERVATION MAY ELECTRIC	1,551.08
HANSEN REPAIR	TIRE RPRS-SHER	40.00
HANSEN'S M&M SERVICES	1 NEW ADDRESS-911	713.75

Claims Listing Report  
AUDUBON COUNTY

06/05/2019 through 06/18/2019

Vendor	Description	Amount
SHELBY CO AUDITOR	RENT/UTIL/JANIT-4TH QTR FY19	567.00
SIOUX CITY FOUNDRY CO	SR PATCH MTRL	490.00
SMITH & LOVELESS INC	CONS VAC PUMPS FOR LIFT STATION	853.24
SORENSEN, LISA	REIMB PHN MLG-PHN	115.26
SOUTHSIDE WELDING & MACH LLC	SR WELDING/PARTS/LABOR	487.05
STATE HYGIENIC LAB - ACCT REC	CONS WATER TEST	26.00
STONE PRINTING OFFICE PRODUCTS	PAPER TOWELS	577.73
THE OFFICE STOP	PENS-PHN	119.50
THE SCHNEIDER CORPORATION	SR DATA SERVICES	1,350.00
THOMSON REUTERS WEST PYMT CTR	PRINT CHARGES-ATTY	486.50
UNITYPOINT CLINIC-OCCUPATIONAL	SR HEALTH SERVICE	252.00
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	26,466.92
US IDENTIFICATION MANUAL	US ID MANUAL UPDATE-SHER	82.50
VERIZON WIRELESS	TELE-PHN	54.91
WAHLERT, CHRISTINE G	REIMB PHN MLG-PHN	42.33
WANNINGER, LOUIS J	SR SAFETY GEAR	114.99
WILLIAMS WELDING INC	RS PARTS	76.92
WINDSTREAM IOWA COMMUNICATIONS	TELE-CONS	65.97
YOUTH SHELTER CARE OF NORTH CE	SHELTER CARE-MAY	1,446.15
ZIEGLER INC	SR PARTS	355.64
	<b>GRAND TOTAL</b>	<b>271,292.21</b>

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FUND TOTALS RECAP

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<u>Fund</u>	<u>Expended</u>
0001 GENERAL BASIC	47,040.16
0002 GENERAL SUPPLEMENTAL FUND	14,674.29
0004 CONSERVATION PARK IMPROVEMENT	3,033.60
0006 JAIL COMMISSARY	78.21
0010 MH/DD SERVICES FUND	166.26
0011 RURAL SERVICES BASIC FUND	13,372.54
0020 SECONDARY ROAD FUND	141,204.46
0024 RECORDER'S MANAGEMENT FUND	400.00
0032 EQUITABLE SHARING-SHERIFF	1,079.91
0033 EQUITABLE SHARING-ATTORNEY	115.09
4000 EMERGENCY MGMT SERVICES FUND	116.72
4010 E-911 SURCHARGE FUND	30,413.45
4100 CO ASSESSOR AGENCY	847.29
5210 PAYROLL-MISCELLANEOUS	2,546.39
8500 HEALTH REIMBURSEMENT ACCOUNT	16,203.84
<b>GRAND TOTAL</b>	<b>271,292.21</b>

## SUPERVISOR'S MINUTE BOOK 2019

June 25, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Joni Hansen, Becky Marten, Todd Johnson, Melissa Thygesen, Duane Deist, Miranda Bills, Mitch Rydl, Michael Abildtrup, Deb Campbell and Laura Bacon.

Motion-VanAernam Second-Thompson to approve the agenda. Vote-all in favor. No Custodian update. Motion-Thompson Second-VanAernam to approve minutes of the June 18, 2019 meeting. Vote-all in favor.

Board of Supervisor update – DCAT, Partnership for Children, Public Health-approved addendum and Hopes update, SWI Juvenile Emergency Services-repairs needed to building in Council Bluffs.

Nelsen stated that the Sheriff had contacted the County Attorney and Renee VonBokern. Motion-Thompson Second-Nelsen to approve compensation of \$5,000.00 per year to Tyler Thygesen for services as Interim EMA Director. Vote-all in favor. The Board will take action regarding Tiffany Henkle's assistance at next week's meeting after getting more information.

The Board contacted Faith Anthony regarding an open records request they had received. Motion-VanAernam Second-Thompson to accept the resignation letter of Megan Dentlinger as Dispatcher/Jailer. Vote-all in favor.

Todd Johnson and Melissa Thygesen addressed the Board regarding Dispatcher/Jailer scheduling for the weekends. Johnson stated that he had talked to Renee VonBokern. Motion-Thompson Second-VanAernam to approve a Union Letter of Understanding regarding Dispatcher scheduling. Vote-all in favor. Motion-VanAernam Second-Thompson to approve Resolution 2019-26 as follows. Vote-all in favor.

## Resolution 2019-26

Be it hereby resolved by the Audubon County Board of Supervisors, all as-needed Deputy Sheriff's be paid \$21/hour, effective July 1<sup>st</sup>, 2019. The as-needed Deputy Sheriff position will follow the union contract.

Dated at Audubon this 25<sup>th</sup> day of June, 2019, with the vote thereon being as follows:

Ayes: Nelsen, VanAernam, Thompson

Nays: None

/s/ Todd M. Nelsen, Audubon County Board of Supervisors Attest:/s/ Joni Hansen, Deputy Auditor

The Board acknowledged that the Auditor had recoded the secondary road vacation notices back to the Supervisors Department per discussion she had with Nelsen. Motion-VanAernam Second-Thompson to approve the recoding of Road Vacation Notice to the Supervisor Department. Vote-all in favor. Motion-Thompson Second-Nelsen to approve a journal entry to recode the Board's Counsel/shelter care invoices. Vote-all in favor.

Miranda Bills met with the Board regarding her Deputy's wage for July 1. Motion-Thompson Second-VanAernam to approve Resolution 2019-27 as follows. Vote-all in favor.

## RESOLUTION 2019-27

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors, Deputy Recorder Carolyn Bruun's hourly rate will be \$17.66 per hour effective July 1, 2019.

Dated this 25<sup>th</sup> day of June, 2019.

/s/ Todd M. Nelsen, Audubon County Board of Supervisors Attest:/s/ Joni Hansen, Deputy Auditor

Motion-Thompson Second-VanAernam to approve Resolution 2019-28 as follows. Vote-all in favor.

## RESOLUTION 2019-28

WHEREAS, there were warrants having been issued and are outstanding for more than one year, the Auditor therefore is directed to cancel the following warrant pursuant to §331.554(7) of the Code of Iowa:

Check#	Date Issued	Amount	Issued To
519417	06/13/2017	17.00	Sheila Subbert
519754	08/01/2017	10.00	Hunter Voigts
520172	10/03/2017	6.25	Sam Wendl
521268	04/03/2018	30.00	Jay Nelson

WHEREAS, also pursuant to §331.554(7) of the Code of Iowa, a person may file a claim with the Auditor for the amount of the canceled warrant within five years of the date of cancellation.

AND WHEREAS, upon showing proper proof that the claim is true and unpaid, the Auditor shall issue a warrant drawn upon the fund from which the original warrant was drawn.

BE IT THEREFORE, RESOLVED, by the Audubon County Board of Supervisors that pursuant to §331.554(7) of the Code of Iowa, the above warrant be canceled by the Auditor and that Auditor/Treasurer correct records accordingly effective June 25, 2019.

Dated at Audubon this 25<sup>th</sup> day of June, 2019.

/s/ Todd M. Nelsen, Chairperson  
Audubon County Board of Supervisors

ATTEST: /s/ Joni Hansen, Deputy  
Audubon County Auditor

Motion-VanAernam Second-Thompson to approve Resolution 2019-29 as follows. Vote-all in favor.

**APPROPRIATIONS RESOLUTION 2019-29**

**WHEREAS**, it is desired to make appropriations for each of the different offices and departments for the fiscal year beginning July 1, 2019, in accordance with 331.434 (6), Code of Iowa,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Audubon County, Iowa as follows:

**SECTION 1.** The amounts itemized to the departments or offices are listed as follows:

Board of Supervisors (1) .....	\$172,678	Auditor(2) .....	\$418,925
Treasurer (3) .....	\$224,684	Attorney(4).....	\$266,279
Sheriff (5).....	\$1,256,024	Recorder(7).....	\$142,256
Engineer (20).....	\$4,119,810	Veterans Affairs(21).....	\$50,581
Conservation Board(22) .....	\$412,295	Public Health Board(23) .....	\$522,699
Weed Commission/Roadside(24) .....	\$221,590	Social Services(25).....	\$12,400
Sanitarian (27).....	\$27,900	Juvenile Justice (30).....	\$17,442
Misc. Court (31).....	\$18,100	General Services( 51).....	\$336,166
Data Processing(52).....	\$209,600	Mental Health(60).....	\$172,655
Non-Departmental (99).....	\$2,134,004		

**SECTION 2.** Subject to the provisions of other county procedures and regulations, and applicable state laws, the appropriations authorized under Section 1 shall constitute authorization for the department or office listed to make expenditures or incur obligations, effective July 1, 2019.

**SECTION 3.** In accordance with 331.437, Code of Iowa, no department or office shall expend or contract to expend any money or incur any liability or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

**SECTION 4.** If, at any time, during the 2019-2020 budget year the Auditor shall ascertain that the department will be over that said department's total appropriation, she shall immediately inform the Board and recommend appropriate corrective action.

**SECTION 5.** The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which accounts shall indicate the amount of the appropriation, the amounts charge thereto, and the unencumbered balance. The Auditor shall report the monthly status of such accounts to the applicable departments and offices during the 2019-2020 budget year.

**SECTION 6.** All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2019.

Passed this 25th day of June, 2019, with the vote thereon being as follows:

AYES: Nelsen, VanAernam, Thompson

NAYS: None

Attest: /s/ Joni Hansen, Deputy  
Audubon County Auditor

/s/ Todd M. Nelsen  
Chairperson, Audubon County Board of Supervisors

The Board placed a call to Justin Yarosevich of Simmering Cory & Iowa Codification regarding the codification of the County Ordinances. Justin was not in and will wait for him to return their call.

Mitch Rydl gave the Secondary Road update. Discussion was held regarding the roads and where his crews are hauling rock, FEMA work, Viola 3 bridge update, patching on N36, State Auditor coming next week, 120<sup>th</sup> St. bridge, Greeley 15 and 17 bridge replacements, NextEra repair work and how the cheapest way to get the trucks here that they purchased. Wendl is looking into the best way to get them here. Mike Abildtrup inquired as to whose responsibility is was to cut the trees in the ditch along the road. He said if the county didn't get to them he and his brother would try.

The Board reviewed the audit draft and instructed the Clerk to post an agenda for Wednesday, June 26 for a special meeting work session.

VanAernam updated the Board on a Fairboard meeting he had attended. The Board discussed with Deb Campbell as to whether there was a formal agreement between the Treasurer and the Fairboard regarding the use of the parking lot at the fairgrounds for CDL testing. Campbell stated that she was unaware of any written agreement but that she has purchased rock in the past. The Board asked her to



draft an agreement. The Board also questioned the use of the lot by the CDL trainer out of Carroll. Campbell stated that he brings business to Audubon County.

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:26 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
Audubon County Auditor, Deputy

SUPERVISOR'S MINUTE BOOK 2019

June 26, 2019

The special meeting of the Board of Supervisors was called to order at 2:05 a.m. by Chairman Todd Nelsen. Present: Rick Thompson Absent: Gary VanAernam. Others present were Lisa Frederiksen and Joni Hansen.

Motion-Thompson Second-Nelsen to approve the agenda. Vote-all in favor. The Board and Auditor Frederiksen reviewed the FY18 State Audit draft.

Motion-Thompson Second-Nelsen to adjourn at 2:49 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
\_\_\_\_\_  
Audubon County Auditor

## SUPERVISOR'S MINUTE BOOK 2019

July 2, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Becky Marten, Doug Weston, Mitch Rydl, Todd Johnson, Courtney Nelson and Deb Campbell.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of Clerk's Report of Fees, Auditor's month-end and Interim EMA Assistance. Vote-all in favor.

Doug Weston stated 3E was coming to service the generator and gave an update on the boiler.

Motion-VanAernam Second-Thompson to approve the minutes of the June 25, 2019 meeting. Vote-all in favor. Motion-Nelsen Second-Thompson to approve the minutes of the June 26, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$540,135.38. Vote-all in favor. Deputy Joni Hansen raised concerns on wiring \$121,000 in advance for 2 plow/dump trucks that have not been picked up/delivered yet from Pennsylvania. Supervisors were unaware that engineer office was wiring money in advance—thought they were going to deliver check when trucks picked up.

Motion-Thompson Second-VanAernam to accept and place on file a MMP for Danny Anthofer-Anthofer Family Farms, ID#68601. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve Resolution 2019-30 as follows. Vote-all in favor.

**PAYROLL DEDUCTIONS RESOLUTION 2019-30**

**WHEREAS**, it is desired to have payroll deductions for state and federal taxes, IPERS, FICA, ISAC Group Health Insurance, Local #2003 (SECO), Teamsters Union Local #147, AFLAC, Central United Life Insurance, Flex Plan Benefits including Trust/Dependent Care/Health, Delta Dental, Dearborn National Life, Liberty National Life and

**WHEREAS**, pursuant to 331.506 (3). Code of Iowa, the Board of Supervisors may authorize the auditor to issue warrants without prior approval.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Audubon County, Iowa, to authorize the County Auditor to make the aforementioned payroll deductions for the fiscal year 2020. Passed and approved this 2<sup>nd</sup> day of July, 2019, with the vote thereon being as follows.

Ayes: Nelsen, VanAernam, Thompson

Nays: None

/s/ Todd Nelsen, Chairperson

Attest: /s/ Joni Hansen, Deputy

Audubon County Board of Supervisors

Audubon County Auditor

Motion-VanAernam Second-Thompson to approve Resolution 2019-31 as follows. Vote-all in favor.

**RESOLUTION 2019-31****ECONOMIC DEVELOPMENT**

**WHEREAS**, the Audubon County Board of Supervisors believes that economic development is an important public purpose, is in the public interest, and will continue to enhance the ability of Audubon County (County) to provide for the health and welfare of its residents, and

**WHEREAS**, the Board of Supervisors believes it is necessary to and has set aside certain funds for economic development within Audubon County, Iowa and believes an allocation of \$30447.00 be issued to the Audubon County Economic Development Corporation for Fiscal Year 2020, and

**WHEREAS**, Audubon County Economic Development Corporation has agreed to continue to provide the promoting, preserving, and maintaining economic development to County and will account for said funds upon request of the County.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the Audubon County Board of Supervisors, on behalf of County, shall allocate the sum of \$30,447.00 to Audubon County Economic Development Corporation for FY2020 for the use of continuing to promote, preserve and maintain economic development within Audubon County.

Passed this 2<sup>nd</sup> day of July, 2019 with the vote being as follows:

AYES: Nelsen, VanAernam, Thompson

NAYS: None

/s/ Todd Nelsen

Attest: /s/ Joni Hansen, Deputy

Audubon County Board of Supervisors

Audubon County Auditor

Motion-VanAernam Second-Thompson to approve Resolution 2019-32 as follows. Vote-all in favor

**RESOLUTION 2019-32****TOURISM ALLOCATION**

**WHEREAS**, the Audubon County Board of Supervisors believes that economic development is an important public purpose, is in the public interest, and will continue to enhance the ability of Audubon County (County) to provide for the health and welfare of its residents, and

**WHEREAS**, the Board of Supervisors believes it is necessary to and has set aside certain funds for economic development within Audubon County, Iowa and believes that of these funds should be set aside for tourism expenditures for such items as dues, travel expenses, supplies, etc., and

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the Audubon County Board of Supervisors, shall allocate funds for tourism expenses for FY 2020 to continue promoting, preserving and maintaining economic development within Audubon County.

Passed this 2<sup>nd</sup> day of July, 2019 with the vote being as follows:

Ayes: Nelsen, VanAernam, Thompson  
/s/ Todd Nelsen  
Audubon County Board of Supervisors

NAYS: None  
ATTEST: /s/ Joni Hansen, Deputy  
Audubon County Auditor

Motion-Thompson Second-VanAernam to approve Resolution 2019-33 as follows. Vote-all in favor.

**RESOLUTION 2019-33**

**FOR INTERFUND OPERATING TRANSFERS**

**WHEREAS**, it is desired to transfer monies between operating funds of Audubon County, and  
**WHEREAS**, said operating transfers are in accordance with Section 331.432, Code of Iowa; and  
**WHEREAS**, debt funds cannot be paid directly from the Capital Projects Fund,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Audubon County, Iowa, as follows

1. The additional sum of \$825,000 from the Rural Services Basic Fund to the Secondary Roads Fund (local effort); \$1,200 from the General Basic Fund to the Economic Development Fund; up to \$241,992 from Rural Basic Fund to General Basic Fund to cover 50% Uniform Patrol expenditure is hereby ordered to be transferred for FY20, on an as-needed basis.

The Auditor is directed to maintain her books, accordingly, and to notify the Treasurer of these operating transfers, accompanying the notification with a copy of the resolution and the record of its adoption.

Passed on the 2<sup>nd</sup> day of July, 2019 with the vote thereon being as follows:

AYES: Nelsen, VanAernam, Thompson  
/s/ Todd Nelsen, Chairperson  
Audubon County Board of Supervisors

NAYS: None  
ATTEST: s/s Joni Hansen, Deputy  
Audubon County Auditor

Motion-Thompson Second-VanAernam to approve Resolution 2019-34 as follows. Vote-all in favor.

**RESOLUTION 2019-34**

**CONCERNING NON-DISCRIMINATION IN EMPLOYMENT**

**WHEREAS**, Audubon County has in the past tried to conform to all federal rules and regulations pertaining to equal employment opportunities, and

**WHEREAS**, the County of Audubon wishes to continue to comply with all federal rules and regulations for equal employment opportunities,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Audubon County, Iowa that Audubon County will make every effort possible to comply with all federal laws and regulations in existence and future laws which may come about pertaining to equal employment opportunities.

Passed this 2<sup>nd</sup> day of July, 2019, with the vote thereon being as follows:

Ayes: Nelsen, VanAernam, Thompson  
/s/Todd Nelsen, Chairperson  
Audubon County Board of Supervisors

Nays: None  
ATTEST: /s/ Joni Hansen, Deputy  
Audubon County Auditor

Motion-VanAernam Second-Thompson to approve and sign the FY20 Substance Abuse Prevention Services Agreement. Vote-all in favor.

Board of Supervisor update – Discussed locations for a rock stockpile, New Opportunities, Fourth Judicial and Heart of Iowa meetings.

Motion-VanAernam Second-Thompson to accept and place on file the Clerk of Court’s June Report of Fees. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place of file the Auditor’s June month-end financial reports. Vote-all in favor.

The Chairman opened the public hearing on the FY20 Budget Amendment. No oral or written comments were received. Motion-VanAernam Second-Thompson to close the public hearing. Vote-all in favor. Motion-VanAernam Second-Thompson to approve Resolution 2019-35 as follows. Vote-all in favor.

**RESOLUTION 2019-35  
A RESOLUTION ADOPTING BUDGET AMENDMENT  
FOR FYE JUNE 30, 2020**

**WHEREAS**, Audubon County approved by a motion/vote the FY20 budget at the March 12, 2019 board meeting and signed the corresponding certification; and

**WHEREAS**, Audubon County subsequently published and approved by a motion/vote the FY20 proposed budget amendment in the manner set out by Iowa Code Section 331.435 on July 2, 2019,

**NOW THEREFORE BE IT RESOLVED** by the Audubon County Board of Supervisors that in compliance with Iowa Code Section 331.434 (5) the FY19 Audubon County budget amendment is hereby formally approved as published and as presented

Date this 2<sup>nd</sup> day of July, 2019.

By: /s/ Todd Nelsen, Chairman  
Todd Nelsen, Chairman  
Audubon County Board of Supervisors

ATTEST: /s/ Joni Hansen, Deputy Auditor

Motion-Thompson Second-VanAernam to approve Resolution 2019-36 as follows. Vote-all in favor.

**RESOLUTION 2019-36**

**WHEREAS**, on this day, the Board of Supervisors of Audubon County amended the current county budget for fiscal year ending June 30, 2020, and had published the amendment according to the law, and

**WHEREAS**, it is now desired to amend the appropriations for the departments,

**NOW, THEREFORE, BE IT RESOLVED**, by the Audubon County Board of Supervisors that the appropriations be amended effective July 2, 2019 as follows:

Sheriff (Dept 05 – Function 1000 – Fund 0012) increase \$ 578

Passed and approved this 2<sup>nd</sup> day of July, 2019 with the vote thereon being as follows:

Ayes: Nelsen, VanAernam, Thompson

Nays: None

/s/ Todd Nelsen, Chairperson  
Audubon County Board of Supervisors

Attest: /s/ Joni Hansen, Deputy  
Audubon County Auditor

Mitch Rydl gave the Secondary Road update. Motion-VanAernam Second-Thompson to approve Universal Pay Voucher for JEO for N36. Vote-all in favor. Motion-Thompson Second-VanAernam to approve Universal Pay Voucher for JEO for GR 15 and 17. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the deletion of assets #1011 drafting table, #1012 chair, #1025 Hon chair, #1028 walnut table top, #1213 Quincy air compressor, #1175 Lincoln 225 ARC welder. Vote-all in favor. Discussion was held regarding the wire transfer and proof of ownership. Rydl stated his crews are patching, Viola 3 is done, doing culvert work, 120<sup>th</sup> St bridge is open, contract rock is going out, FEMA meetings and NextEra update.

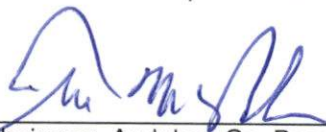
Motion-Thompson Second-VanAernam to amend the agenda to accept the Sheriff's Quarterly Report. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and file the Sheriff's Quarterly Report. Vote-all in favor.

Todd Johnson discussed how to pay Tiffany Henkle for volunteer work that she is doing for EMA. Johnson stated he had talked to Sarah Jennings. Lisa Frederiksen stated that the State Auditors referred to not paying existing employees through accounts payable and concerns expressed through state audit findings/investigation report filed earlier in year on Shelby/Audubon County EMA payroll. Todd Nelsen asked if a stipend could be added on. Courtney Nelson asked how long the "temporary" situation will last and whether this potential ongoing position will be advertised. Records request by Auditor for bylaws of EMA/E911. Johnson will check into. Johnson stated Henkle had not requested pay for EMA work and was willing to do so without pay. No extra hours were being put in to the normal 8 hour workday.

The Board returned a phone call to Mitch Rydl and Rydl let them know that copies of titles and proof of purchase will be emailed when the wire transfer is received for the trucks purchased. Rydl also stated that they will have the trucks transported here if it is cheaper and that the wings will be taken off.

Motion-VanAernam Second-Thompson to recess until 1:00 p.m. Vote-all in favor. The Chairman reconvened the meeting at 1:00 p.m. Deb Campbell let VanAernam know that she had been advised to have the Fairboard draw up a contract concerning the Treasurer's office using the parking lot at the fairgrounds for CDL testing. Upon receipt from Sheriff, the Board began review of EMA Bylaws and code requirements for EMA board membership and checked with the Treasurer regarding an Emergency Management Commission Trust Fund.

Motion-Thompson Second-VanAernam to adjourn the meeting at 1:39 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

Claims Listing Report  
AUDUBON COUNTY  
06/19/2019 through 07/02/2019

Vendor	Description	Amount
ACE HARDWARE	@CH CUST SUPP	115.49
AMAZON CAPITAL SERVICES	BATTERIES/CART/CABLE-PHN/DP	74.28
ARNOLD MOTOR SUPPLY	@SR MISC ADDITIVES	23.88
AUDITOR OF STATE, ROB SAND	@FY18 AUDIT	37,658.61
AUDUBON CITY LIBRARY	1ST QTR ALLOCATION	7,050.00
AUDUBON CO AIRPORT AUTHORITY	1ST QTR A;LLOCATION	11,038.72
AUDUBON CO ECONOMIC DEVE	1ST QTR ALLOCATION	7,611.75
AUDUBON CO FAIRBOARD	FAIR BOOTH RENT/VA	22,085.00
AUDUBON CO HISTORICAL SOCIETY	FY20 ALLOCATION	5,000.00
AUDUBON CO SHERIFF	JAIL SENTENCE/SHERIFF	2,452.56
AUDUBON COUNTY	JUNE-JULY INS PREM	29,517.00
AUDUBON COUNTY NEST, GUTHRIE CO ENVIR F	FY20 ALLOCATION	500.00
AUDUBON CRIMESTOPPERS	FY20 ALLOCATION	400.00
AUDUBON DIESEL LLC	@SR LABOR/PARTS	5,088.37
AUDUBON HOMEBOUND MEALS	FY20 ALLOCATION	1,000.00
AUDUBON RECREATION FOUNDATION	FY 20 ALLOCATION	2,000.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	44.88
CARD SERVICES	SCALE/DARTS/INTRNT/BULBS-CONS	808.31
CENTRAL IA DISTR INC	CH CUSTODIAL SUPP	340.50
CLARINDA ACADEMY	@MAY SHELTER CARE	1,446.15
CLARK SERVICE AND EXHAUST LLC	@VEH SERVICE/SHERIFF	58.95
CLARK, PATRICIA	ADM/PHN MLG REIMB	110.16
CORPORATE OFFICE	WKLY FLEX FUNDING	177.80
COUNSEL	M/A COPIER MAIN	301.72
DELL MARKETING LP	@SR COMPUTER ASSET	1,203.17
DENTLINGER, STEVE	@SR SAFETY GEAR	123.04
DOLLAR GENERAL CORP	OFF/CLEANING SUPP-CONS	233.85
ELDERBRIDGE AGENCY ON AGING	FY20 ALLOCATION	5,250.00
EXIRA CITY	1ST QTR ALLOCATION	3,525.00
FASTENAL CO	SR BOLTS	189.99
FIDLAR TECHNOLOGIES INC	AVID HOSTING/RECORDER	1,750.00
FRANK DUNN CO	@SR PAVEMENT PATCH	799.00
GALLS LLC	NAMETAG-CONS	939.89
GOOD NEIGHBOR SERVICE CO	FY20 ALLOCATION	3,250.00
GRABILL, KENT	@RS FUEL	15.00
HAMANN TRUCKING LLC	@SR GRANULAR HAULING	40,411.89
HANSEN REPAIR	VEH SERVICE/ASSR	65.55
HANSEN'S M&M SERVICES	ISSUE 2 911 ADDRESS-911	40.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/PT/PTA/TRIP FEE-PHN	1,725.00
IA ASSN OF CO CONSERV BRD	FY20 ANN MEMB RENEWAL-CON	1,500.00
IA LAW ENFORCEMENT ACADE, ST FISCAL OFF	MMPI EVAL X 2/SHER	300.00
IA STATE CO TREASURERS ASSOC	ISCTA DUES 19-20/TREAS	250.00
ICAP	FY20 LIAB/PROP INS-EMA	1,293.49
IMWCA	WORK COMP PREM #1	4,136.00
INMAN, KATHY	INS PREM REIMBURSEMENT/SHER	147.66
IP PATHWAYS	MAY DP SERVICES	6,125.00
IRON PLANET	@SR EQUIPMENT ASSET/WT FUND	121,020.00
ISAC-GROUP HEALTH PROGRAM	JUNE-JULY INS PREM	81,367.00

06/19/2019 through 07/02/2019

Vendor	Description	Amount
JENNINGS, SARAH	@REIMB ARSON INVEST MTG-ATTY	100.00
JENSEN COLLISION CENTER INC	GRILL GRD/STRIPE/LABOR TAHOE-SHER	1,028.00
JESSEN, DWIGHT	SR INS REIMBS	115.80
KIMBALLTON CITY CLERK	1ST QTR ALLOCATION	1,175.00
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	39.78
MAIL SERVICES LLC	PRINTING/POST-TREAS	253.44
MEDIACOM	CABLE SERVICE/SHER	128.70
MEYERS, GLEN	REIMB CHAPLAIN TRNG-SHER	315.00
MIDAMERICAN ENERGY CO	SR ELECTRIC	37.10
MILLER, DEAN	RENT REIMB	150.00
MURRAY, SARAH	HCA/HMK MLG REIMB/PHN	55.59
NATIONAL SHERIFF'S ASSN	DISPATCHER TRAINING/SHER	314.90
NELSON, ROBERT J	ADM/PHN/BT MLG REIMB	59.16
NORSOLV SYSTEMS ENVIRON SERV	@SR TOOL CLEANER	335.90
PAT KAISER'S CHRISTIANSEN MTRS	VEH RPRS/SUPP/SHER	107.73
PITNEY BOWES INC	POST METER RENT	150.00
POLK COUNTY TREASURER, POLK CO MEDICAL	ME TELEPHONIC FEE	174.70
PSYCHOLOGY ASSOC	@MMPI EVAL/SHERIFF	150.00
RASMUSSEN LUMBER CO	NEW BLDG SUPP-SHER	327.47
ROBERTS LLC, JASON	DELIVER RIP RAP TC84-2	1,585.00
SCHILDBERG CONSTRUCTION INC	@SR GRANULAR MTRL	96,642.74
SECURE SHRED SOLUTIONS LLC, PO BOX 1072	SHREDDING/PHN	40.00
SORENSEN, LISA	ADM/PHN MLG REIMB	51.51
STATE MEDICAL EXAMINER'S OFFIC	AUTOPSY FEE	2,186.00
SWI JUVENILE EMERGENCY	1ST QTR REIMB	18,599.62
THE OFFICE STOP	@BROCHURES/FOLDING/PHN	537.87
THOMSON REUTERS WEST PYMT CTR	ANN/MO LEG SRVC	948.00
THYGESEN, TYLER	INTERIM EMA WAGES	356.16
UMLAND, DEBRA	@MTG MLG REIMB/ASSR	85.17
UNPLUGGED WIRELESS LLC	REC EARPIECE-SHER	69.99
UPS	@SHIPPING/SHER	19.84
US CELLULAR	RS PHONE	599.03
VERIZON WIRELESS	TELE/SHERIFF	594.27
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IOWA TOURISM REG	FY20 WESTERN IA TOURISM-SHER	500.00
WINDSTREAM IOWA COMMUNICATIONS	TELE/VA	1,546.21
<b>GRAND TOTAL</b>		<b>539,962.84</b>

SUPERVISOR'S MINUTE BOOK 2019

July 9, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Doug Weston, Miranda Bills, Gary Riesgaard, Deb Campbell, Chris Erlandson, Teresa Murray, Bob Nelson, Deb Umland, Lou Herbers and Laura Bacon.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of Assessor credits, resignation, airport update, Region XII appointment. Vote-all in favor.

Doug Weston stated he was working on an air conditioner in the Sheriff's office and that the elevator man is coming tomorrow.

Motion-VanAernam Second-Thompson to approve the minutes of the July 2, 2019 meeting. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP for Gleason Farms Inc. (East), ID#57666. Vote-all in favor.

Board of Supervisor update – Heart of Iowa, Historical Society and Region XII (Revolving Fund Loan) meetings. Motion-VanAernam Second-Thompson to accept and file the Recorder's June Report of Fees. Vote-all in favor.

The Department Head meeting was held and the Audubon County website was discussed and also contacting Chris Erlandson regarding new employees and also when someone leaves.

Motion-Thompson Second-VanAernam to approve services with Iowa Codification in the amount of \$8000.00 to recodify the county ordinances. Vote-all in favor.

Lisa Frederiksen discussed census partnership services and that a representative stopped in and would like to meet with the Board. Nelsen called Kelly Campbell and set up a time.

Motion-Thompson Second-VanAernam to accept the resignation of Secondary Road employee Steve Dentlinger. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve and sign the Assessor 2019 allowed and disallowed credits. Vote-all in favor.

Motion-Thompson Second-VanAernam to reappoint Laurie Gilbert as county representative to the Region XII Regional Housing Authority Board of Directors for a term from October 1, 2019 through September 30, 2020. Vote-all in favor. Nelsen left the meeting at 10:00 a.m.

Lou Herbers gave an Audubon County Airport Authority annual update.

Motion-VanAernam Second-Thompson to recess until 1:00 p.m. Vote-all in favor. The Chairman reconvened the meeting at 1:00 p.m. The Board completed the FY18 checklist and audit draft with Lisa Frederiksen and signed the rep letter to the State Auditor. Discussion with VanAernam on city mayor notification of EMA board membership requirements.

Chairman Nelsen adjourned the meeting at 2:18 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor



SUPERVISOR'S MINUTE BOOK 2019

July 16, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson Absent: Gary VanAernam. Others present were Joni Hansen, Doug Weston, Todd Johnson, Mitch Rydl, Linda Wright and Deb Campbell.

Todd Johnson brought an email from the State Auditor regarding paying the interim EMA Director and also let the Board know that Tiffany Henkle had stated that she had volunteered to help with EMA bills and emails and that she didn't want any payment.

Motion-Thompson Second-Nelsen to approve the agenda with the addition of NeoGov. Vote-all in favor. Doug Weston stated that the elevator had been repaired.

Motion-Thompson Second-Nelsen to approve corrective Resolution 2019-3. Vote-all in favor. The only correction is to the start date.

Motion-Thompson Second-Nelsen to approve the minutes of the July 9, 2019 meeting. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Motion-Thompson Second-Nelsen to approve Resolution 2019-37 as follows. Vote-all in favor.

**Resolution 2019-37**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that Cory Olds be hired as Grade 2 Classification, Equipment Operator B for the Secondary Roads Department effective July 25<sup>th</sup>, 2019. Hourly wage will be \$18.04 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003. Insurance coverage shall begin September 1, 2019.

Passed and approve this 16<sup>th</sup> day of July, 2019.

/s/ Todd M. Nelsen  
Audubon County Board of Supervisors

ATTEST: /s/ Joni Hansen, Deputy Auditor

Weekly update: meeting with City regarding a low-head dam project, NextEra finish work, bridges and snow removal in Gray, culvert work, hauling rock and vendors that could transport the trucks.

Linda Wright met with the Board to discuss census partnership information. Kelly Campbell will be the County's contact. Wright stated there would be many job opportunities and asked if the Board would consider forming a Complete Count Committee for the census.

Motion-Thompson Second-Nelsen to amend the agenda to add Treasurer Semi-Annual Report. Vote-all in favor. Deb Campbell reviewed the Semi-Annual Report with the Board and also gave an investment update. Motion-Thompson Second-Nelsen to accept and place on file the Treasurer's Semi-Annual Report. Vote-all in favor.

Motion-Thompson Second-Nelsen to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$356,501.62. Vote-all in favor.

Motion-Nelsen Second-Thompson to amend the agenda to approve a Public Notice for the Construction Permit Application for Handlos-Bruch. Vote-all in favor. Motion-Thompson Second-Nelsen to accept and file a Construction Permit for Handlos-Bruch in 13-81-36. Vote-all in favor.

Motion-Nelsen Second-Thompson to accept and place on file a MMP update for Sunburst Farms, ID#63968. Vote-all in favor. Motion-Nelsen Second-Thompson to accept and place on file a MMP update for Daniel Lauritsen-Jensen Farm, ID#62131. Vote-all in favor.

The Board reviewed policies. Motion-Thompson Second-Nelsen to adjourn the meeting at 12:36 p.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor

07/03/2019 through 07/16/2019

Vendor	Description	Amount
ACE HARDWARE	@FY19 SIGNS/TOOLS/ENG/PAINT/CUSTODIAL/BA	681.79
AGRILAND FS INC	@FUEL/CONS	4,304.94
AGRILAND FS INC 73	@FY19 FUEL	23,925.99
AUDUBON CITY	WATER BILL REIMB/VA	143.35
AUDUBON CO ADVOCATE JOURNAL	@COURT PUBLICATION	1,109.20
AUDUBON CO SHERIFF	SERVICE FEE/SHER	299.78
AUDUBON CO SOLID WASTE MGMNT, COMMISS	@FY19 DISPOSAL SERVICE	12,730.05
AUDUBON FOOD LAND	PROGRAM SUPP/CONS	1,338.31
BAKER, RICHARD M	VA MTG REIMB	50.00
BOHLMANN & SONS SANITATION	SR FY20 DISPOSAL SERVICE	1,144.60
BOHLMANN, RICK	VA RENT REIMB	450.00
CAPPEL'S ACE HARDWARE	SPRAY WAND/CONS	89.99
CARLSON PROPERTY HOLDINGS, AUDUBON FR	VA RENT REIMB	535.00
CENTRAL IA DISTR INC	CH CUST SUPP	456.20
CENTURYLINK	TELE/E911	14.00
CITY SERVICE & PARTS	@FY19 SR PARTS/FILTERS	227.21
CLARK SERVICE AND EXHAUST LLC	VEH RPRS/LABOR/SHERIFF	490.95
COUNSEL	M/A COPIER/PHN	68.27
DISTRICT IV CONSERVATION	CONSERVATION DUES	25.00
DOLLAR GENERAL CORP	CUST SUPP/SHERIFF	8.80
ECOLAB PEST ELIMINATION DIV	PEST CTRL/JAIL/SHER	81.10
EXIRA CITY	SR FY20 WATER	85.36
EXIRA FARM SERVICE	@TIRES/LABOR/CONS	111.44
FASTENAL CO	@FY19 BOLTS	175.60
FELD FIRE	CH FIRE ALARM INSPECTION	240.00
FIRST NATIONAL BANK OMAHA	@FY19 SR DATA SERVICE	899.37
GALLS LLC	CLOTHING/CONS	63.82
GARDNER, THOMAS H	SR FY20 SAFETY GEAR	130.00
GRAINGER	AIR CONDITIONER/SHER	1,119.49
HANSEN REPAIR	VEH PARTS/LABOR/SHERIFF	762.45
HANSEN'S M&M SERVICES	E911 ADDRESSES	733.75
HARDY, BRANDON	CLOTHING REIMB/CONS	114.97
HAWKINS INC	CHEMICALS/CONS	142.50
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/ST VISITS/PHN	1,220.00
HEART OF IA COMMUNITY SERVICES	1ST QTR ALLOCATION/MH	42,300.75
HENNINGSEN CONSTRUCTION	@SR FY19 PAVEMENT PATCH	2,175.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOME LOAN SERVICE	VA RENT REIMB	605.00
HORIZON EQUIPMENT	CH CUST SUPP	4.19
HOUSBY MACK INC	@FY19 PARTS	10,368.20
IA DEPT OF NATURAL RESOURCES	ANNUAL PWS FEE/CONS	25.00
IA HEALTH CARE ASSOC, IA CENTER OR ASSIST	@WEBINAR/PHN	75.00
IA STATE ASSN OF COUNTIES	ISAC MTG REG/AUD/ELEC	6,695.00
ICAP	FY20 LIABILITY/EMG	83,724.39
INLAND TRUCK PARTS COMPANY	@FY19 SR PARTS	130.88
IPAC, IA PRECINCT ATLAS CONSORT	FY20 PRECINCT ATLAS DUES/ELEC	3,629.66
IRON SHOP	TIRE/CONS	25.00
JENNINGS, SARAH	REIMB TELE/ATTY	119.11

07/03/2019 through 07/16/2019

Vendor	Description	Amount
JOHN DEERE FINANCIAL	@MOWER BLADE/CONS	510.83
LANDUS COOPERATIVE	WEED SPRAY/CONS	298.35
MAINSTAY SYSTEMS INC	IA SYSTEM M/A PLAN/SHER	237.00
MARNE-ELK HORN TELEPHONE CO	TELE/E-911	148.10
MEDICAP PHARMACY #8051	INMATE MEDS/SHER	46.22
MENARDS	NAILER/MISC SUPP/CONS	295.73
MICHAEL, BRETT P	@MH ADV MLG REIMB	71.91
MIDAMERICAN ENERGY CO	FY20 SR GAS/ELECTRIC	1,757.21
MIDWEST COMPLIANCE ASSOCIATES	HIPAA COMPLIANCE REIMB	1,000.00
MIDWEST WHEEL COMPANIES	@SR FY19 PARTS	85.84
MOBILE BLASTING SERVICES	SANDBLASTING/SR	400.00
NYHART CO INC	GASB ACTURIAL FY20	1,000.00
O'HALLORAN INTERNATIONAL	@FY19 SR PARTS	417.75
PITNEY BOWES INC	CH POSTAGE METER RENT	610.32
PRODUCTIVITY PLUS ACCOUNT	@FY19 RS PARTS	857.41
RASMUSSEN LUMBER CO	@FY19 SR BRDG/PATCH/SIGNS/TOOLS	376.14
REGION XII COUNCIL OF GOVTS	4TH QTR TRANSIT/MLG MATCH	15,485.69
REMSBURG SERVICE INC	LABOR CH DP ROOM	167.25
SCHILDBERG CONSTRUCTION INC	@FY19 SR GRAN MTRL	95,397.78
SECRETARY OF STATE	NOTARY/SHERIFF	30.00
SECURE BENEFITS SYSTEMS	HRA CLAIMS/FEE	10,920.15
STATE HYGIENIC LAB - ACCT REC	WATER TESTS/CONS	52.00
THE OFFICE STOP	OFF SUPP/RECORDER	7.50
THINKSPACE IT	CR MONITOR RET'D/ATTY	1,750.00
THOMSON REUTERS WEST PYMT CTR	PUBL PRINT CHG/ATTY	487.65
UMLAND, DEBRA	CONF MLG/MEAL REIMB/ASSR	89.50
UNI ROADSIDE PROGRAM	RS FY20 TRAINING	75.00
UNPLUGGED WIRELESS LLC	SR FY20 TOWER RENTAL	119.99
VERIZON WIRELESS	TELE/PHN	55.50
WESTERN IA WIRELESS	SR FY20 INTERNET	100.00
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	1,179.64
WORTHINGTON AG PARTS	@RS FY19 PARTS	350.00
ZIEGLER INC	@FY19 SR PARTS/LABOR/BLADES	18,207.44
	<b>GRAND TOTAL</b>	<b>356,501.62</b>

SUPERVISOR'S MINUTE BOOK 2019

July 23, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Doug Weston, Kent Grabill, Mitch Rydl, Sarah Jennings and Laura Bacon.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of Weed Commissioner update and MEI grant. Vote-all in favor.

Doug Weston stated that the elevator inspector had been here and that he would be putting in a new window air conditioner.

Nelsen reviewed a call he had received from NeoGov regarding their software for computer timekeeping. Motion-Thompson Second-VanAernam to approve the minutes of the July 16, 2019 meeting. Vote-all in favor. No Board of Supervisor meeting update as no meetings were held.

The EMA interim position was discussed and Lisa Frederiksen discussed procedures we have to follow for a new employee and that the State Auditor had advised to consult with our attorney.

The Board stated that the Conservation Board had issued a press release pertaining to the Veteran's group that had been at the park. Nelsen and Thompson had been contacted by a veteran. Nelsen stated that the county attorney stated the Conservation Board is who governs the Park Director.

Board decided/authorized to override handbook exempt employee work hours/paid-time off/scheduling section for an exempt department head's timesheets.

Kent Grabill gave the Weed Commissioner update. Grabill discussed the 4.5 acres of grass that had been baled south of the transfer station, weed complaints received and action taken and also the spraying of trees in the ditches.

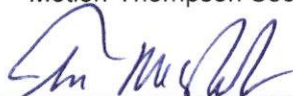
The Board placed a call to Heather Toft regarding the grant application for MEI training and left a message.

The Board discussed flex time and that the handbook does not allow it.

Mitch Rydl gave the Secondary Road update. Discussion was held on the cracked boom on the excavator and whether to have CAT repair it or a local shop. Motion-Thompson Second-VanAernam to approve a universal payment voucher for GR15/17 bridge projects. Vote-all in favor. Motion-Thompson Second-Nelsen to approve a universal payment voucher for N36. Vote-all in favor. Motion-Thompson Second-VanAernam to approve a Windstream utility permit for Douglas 17. Vote-all in favor. Weekly update: EWP low-head dam project, NextEra finish work, culvert work, hauling rock, patching and blading roads. Rydl stated there were 180 FEMA sites and three FEMA inspectors were here working.

The Board discussed with Sarah Jennings the payment for an interim EMA position. Jennings stated that By-Laws are stricter and more controlling than the Code. She will do more checking and get back to the Board. The Board gave county-wide policies to county attorney for review.

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:11 p.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

July 30, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Becky Marten, Chris Erlandson, Miranda Bills, Doug Weston, Mitch Rydl, Shawn Paulsen, Joel Rattenborg, Renee VonBokern via telephone and Laura Bacon.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of resolution, Auditor month-end and DP billing. Vote-all in favor.

Doug Weston stated the new window air conditioner had been installed in the dispatch office, got a new chemical pump for the boiler and discussed repairing the bricks on the memorial. Doug will contact Roger Griffith regarding the memorial.

Nelsen discussed exempt employees and that if they have their own board it would be handled by their board. Motion-VanAernam Second-Thompson to approve the minutes of the July 23, 2019 meeting. Vote-all in favor.

The Board discussed the government emails with Chris Erlandson, IT, and he will check into it after Rick Thompson forwards email to him for review. Board questioned Chris regarding the splitting of IT invoices but he was not at that meeting. Miranda Bills checked her notes from that meeting and would get the number of workstations from Chris.

Mitch Rydl gave the Secondary Road update. Shawn Paulsen and Joel Rattenborg joined in the discussion regarding overtime work hours as set out in the union contract. Nelsen left the meeting at 9:30. The Board placed a call to Rene VonBokern for clarification of this matter. Lisa Frederiksen stated only those in the bargaining meeting would know what the intent was. VonBokern discussed the purpose of sick leave and that this should be looked at from all angles. Nelsen returned to the meeting at 10:00 a.m. VonBokern will prepare a modification of Article 5 from the union contract and will forward to both the Board and the union representative. Discussion was held regarding the credit card limit for Secondary Roads. Nelsen stated he had increased the limit to \$6,000.00 to cover the charge for transporting the new trucks and would now change it back to the \$5,000.00 limit as originally set. Motion-VanAernam Second-Thompson to amend the agenda to approve a utility permit. Vote-all in favor. Motion-Thompson Second-VanAernam to approve a utility permit for MidAmerican in Sections 18 and 19, Hamlin Twp. Vote-all in favor. Weekly update: EWP low-head dam project, NextEra finish work and FEMA work.

The Board discussed an email from the State Auditor and the County Attorney regarding the EMA interim director and stated that both said it was the decision of the EMA Board.

Motion-Thompson Second-VanAernam to approve the cancellation of the August 13, 2019 meeting. Vote-all in favor. Nelsen stated that he will work with Heather Toft to submit the grant application for MEI training. Motion-VanAernam Second-Thompson to approve the Substance Abuse Prevention SFY19 Year End Report. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept and place on file the MMP updates for Dave Robinson-Klocke, ID#64023, Steve Huegerich-Cumberland, ID#63670, Jason Fett-Fett Barn, ID#59766 and JEM Investments LLC-JEM, ID#64782. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve Resolution 2019-38 as follows. Vote-all in favor.

**RESOLUTION 2019-38**

**WHEREAS**, the Board of Supervisors coded a claim for Hungry Canyons dues in July 2018 out of General Basic Fund versus the Rural Basic Fund

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that \$3,750.00 be transferred from the Rural Basic Fund to the General Basic Fund to correct the FY2019 financial records;

The County Treasurer and County Auditor are instructed to record this transfer per their books accordingly.

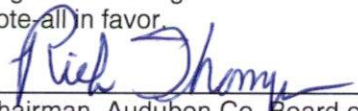
Dated this 30<sup>th</sup> day of July, 2019.

AUDUBON COUNTY BOARD OF SUPERVISORS  
/s/ Todd M. Nelsen, Chairperson

ATTEST:  
/s/ Becky Marten, Auditor Clerk

Motion-Thompson Second-VanAernam to accept and file the Auditor's July month-end reports. Vote-all in favor. Discussion was held regarding the split of invoices regarding the number of workstations for the \$6,125.00 invoice from IP Pathways. Nelsen will look for notes from the meeting that this was discussed.

The Board reviewed an email from Renee VonBokern regarding the modification of Article 5 for the Secondary Roads union contract and emailed her back to state they agreed. Motion-Thompson Second-VanAernam to start the August 6 meeting at 9:30. Vote-all in favor. Motion-Thompson Second-VanAernam to adjourn the meeting at 11:54 p.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

August 6, 2019

The regular meeting of the Board of Supervisors was called to order at 9:55 a.m. by Vice-Chairman Rick Thompson. Present: Gary VanAernam. Absent: Todd Nelsen. Others present were Joni Hansen, Becky Marten, Renee VonBokern via email and Mitch Rydl.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of MMP for Brad Weber. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the minutes of the July 30, 2019 meeting. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$415,978.58. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. The Board called Renee VonBokern in regards to the sick leave payout. VonBokern confirmed that "before the age of 65" should be taken out and that she would prepare a replacement page. Motion-VanAernam Second-Thompson to amend the agenda to approve a Letter of Agreement for Article 5-Overtime for PPME Local 2003. Vote-all in favor. Motion-VanAernam Second-Thompson to approve signing the Letter of Agreement modifying Article 5-Overtime with PPME Local 2003. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a letter of resignation from Dale Wegner. Vote-all in favor.

Weekly update: culvert work, repair of the boom on the excavator, hauling rock, NextEra finish work and FEMA work.

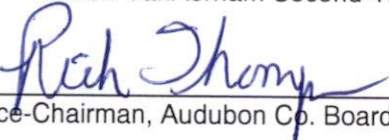
Board of Supervisor update: upcoming EMA meeting.

Motion-Thompson Second-VanAernam to accept and place on file the Clerk of Court's July Report of Fees. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file the Recorder's July Report of Fees. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a MMP for Brad Weber, ID#62423. Vote-all in favor.

Thompson placed a call to .Gov regarding the payment of an annual registration fee. The Board was told that any changes and payment need to be made online.

Motion-VanAernam Second-Thompson to approve the recommendation of approval of Lawrence and Doris Handlos, Handlos-Bruch Site, ID#71333, application and draft letter of DNR. Vote-all in favor.

Motion-VanAernam Second-Thompson to adjourn the meeting at 11:58 p.m. Vote-all in favor.

  
Vice-Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor

07/17/2019 through 08/06/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUST SUPP/LAWN	506.73
AMAZON CAPITAL SERVICES	@FY19 SR OFF SUPPLEIS	46.23
ARNOLD MOTOR SUPPLY	FY20 SR TOOLS/WELDING	202.16
AUDUBON CITY	FY20 SR WATER	1,147.82
AUDUBON CO ADVOCATE JOURNAL	FAIR AD/SHERIFF	684.02
AUDUBON CO SHERIFF	SERVICE FEE/SHER	453.93
AUDUBON COUNTY	JULY-AUG PREMIUMS	29,517.00
AUDUBON FOOD LAND	JAIL MEALS/SUPP/COMM SUPP//SHER	3,216.50
AUDUBON-EXIRA READY MIX INC	@FY19 SR BRD/PAVEMENT	22,873.53
BILLS, MIRANDA	OFF SUPPLIES/RECORDER	4.00
BOHLMANN & SONS SANITATION	FY20 SR DISPOSAL SERVICES	279.00
BRAYTON CITY CLERK	FY20 SR RUT REIMS	1,033.40
BURGER, TERRILL C	CH MAINT SUPP	110.00
BW GAS & CONVENIENCE RETAIL	MOWER GAS/CH	12.30
CARD SERVICES	DSL/BATT/CLINIC SUPP/TASER SUPP/CONS	366.16
CHRISTOFFERSON PUMPING LLC, DUANE CHRI:	FY20 SR OUTSIDE LABOR	200.00
CITY SERVICE & PARTS	FY20 RS PARTS	282.77
CLARINDA ACADEMY	JUNE JUV CARE REIMB	606.45
CORPORATE OFFICE	WKLY FLEX FUNDING	1,627.57
COUNSEL	M/A COPIER/ASSR	297.89
D & J SUPPLY	@FY19 SR TIRE REPAIR	162.90
DANNER LAWNSCAPES INC	CH LAWN TREATMENT	85.00
DIESEL LAPTOPS LLC	@FY19 SR COMPUTER&SOFTWARE	9,294.95
DOUGLAS CO SHERIFF TIM DUNNING	COURT FEES REIMB	50.00
DREES HEATING & PLUMBING INC	CH BOILER LABOR	160.00
ELECTRICAL ENGINEERING & EQUIP	CH GENERATOR RPRS	400.00
FASTENAL CO	FY20 SR WELDING	420.69
FELD FIRE	FIRE EXT INSP/SHER	1,370.00
FIRST NATIONAL BANK OMAHA	MTG LODGING/ASSR	6,144.16
FRANK DUNN CO	FY20 SR PAVEMENT PATCH	1,598.00
GUTHRIE AUTOMOTIVE	@FY19 SR PARTS	12.28
GUTHRIE COUNTY REC	ELECTRIC/CONS	3,205.56
HAMANN TRUCKING LLC	FY20 SR GRAN HAULING	53,876.95
HANSEN REPAIR	TIRE RPRS/SHER	85.00
HANSEN, RICHARD A	FY20 SR SAFETY GEAR	130.00
HEALTHPRO HERITAGE AT HOME LLC	PT/PTA/OT VISITS REIMB/PHN	820.00
HENNINGSEN CONSTRUCTION	FY20 SR COLD PATCH	1,357.20
HUNGRY CANYONS ALLIANCE	ANNUAL MEMBERSHIP	4,000.00
IA STATE ASSN OF COUNTIES	MTG REG/RECORDER	210.00
IA STATE UNIV-CTRE	FY20 SR TRAINING	1,655.00
ICEOO TREAS - ALICE RAY	FY20 SR ADM TRAINING	200.00
IMWCA	WC PREM #2	4,136.00
INMAN, KATHY	AUG INS REIMB/SHER	147.66
IOWA DEPARTMENT OF TRANSPORTAT	FY20 SR ENG EQUIP	386.43
IRON SHOP	@FY19 SR TIRES/PARTS/LABOR	392.47
ISAC-GROUP HEALTH	JULY-AUG HRA PREM	81,367.00
JENSEN COLLISION CENTER INC	WRECKER SER/SHER	150.00
JESSEN, DWIGHT	FY20 SR INS REIMBS	115.80

07/17/2019 through 08/06/2019

Vendor	Description	Amount
JOHNSON, TODD W	MTG MEAL REIMB/SHER	34.75
KETCHEM, DAWN	MEI REIMB	200.00
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	227.72
MCKESSON MEDICAL-SURGICAL, MINNESOTA S	MED SUPP/PHN	106.81
MEDIACOM	CABLE SER/SHER	128.70
MEDSHRED	MED SHRED/PHN	60.00
MENARDS	ELEC/WALL CAPS/CONS	161.20
METAL CULVERTS INC	FY20 SR CULVERT	21,132.50
MIDAMERICAN ENERGY CO	FY20 SR ELECTRIC	1,938.96
MIDWEST SPRAY TEAM & SALES INC	FY20 RS CHEMICALS	4,482.20
NEW OPPORTUNITIES INC	GEN RELIEF JULY	2,650.00
O'KEEFE ELEVATOR CO., INC.	CH ELEVATOR RPRS	1,941.49
OMC NATIONAL	BROCHURES/SHER	214.00
PAULSEN, SHAWN	FY20 SR MILEAGE REIMBS	99.65
PITNEY BOWES PURCHASE POWER	CH POSTAGE	1,625.15
POWERPLAN	FY20 SR PARTS	177.82
PRAIRIE MEADOWS, ATTN: ACCOUNTS RECEIV	MTG LODGING/SHER	241.92
PRODUCTIVITY PLUS ACCOUNT	MOWER PARTS/CONS	474.98
RASMUSSEN LUMBER CO	PARK HOUSE ROOF SUPP	1,473.21
REGION XII COUNCIL OF GOVTS	MATCH SPD DETECT SIGN/SHER	780.00
REMSBURG SERVICE INC	JAIL LABOR RPRS/SHER	32.50
RIESGAARD FARM SUPPLY	FY20 RS SEED	240.00
ROBERTS LLC, JASON	RIP RAP DELIVERY/WATERSHED	727.09
RYDL, MITCH	FY20 SR MILEAGE	134.03
SECRETARY OF STATE, NOTARY DIVISION	NOTARY RENEWAL/AUD	30.00
SOUTHSIDE WELDING & MACH LLC	FY20 SR WELDING/PARTS/BOLTS/LABOR/BOLTS	2,430.36
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/SHERIFF	1,190.73
TASC	COBRA ADM FEE SEPT-NOV	120.00
TEN POINT CONSTRUCTION CO INC	FY20 SR PAVEMENT PATCH	129,804.93
THE OFFICE STOP	OFF SUPP/ASSR	22.80
THYGESSEN, MELISSA	MTG MEAL REIMB/SHER	32.31
THYGESSEN, TYLER	SERVICES	424.66
UMLAND, DEBRA	MTG MLG REIMB/ASSR	77.11
UNPLUGGED WIRELESS LLC	DP LABOR/SHER	373.98
US CELLULAR	FY20 RS PHONE	828.22
VERIZON WIRELESS	TELE/SHERIFF	597.37
WELLMARK BC/BS	ANNUAL FEE EOBS	590.00
WEST CENTRAL IA RURAL WATER	FY20 SR WATER	18.50
WESTERN IA WIRELESS	FY20 SR INTERNET	100.00
WINDSTREAM IOWA COMMUNICATIONS	FY20 SR PHONE	2,733.02
YOUTH SHELTER CARE OF NORTH CE	JUNE SHELTER CARE	1,399.50
<b>GRAND TOTAL</b>		<b>415,458.68</b>



## SUPERVISOR'S MINUTE BOOK 2019

August 20, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Diana Munch, Doug Weston, Miranda Bills, Michelle Asmus, Sara Slater, Chris Erlandson, Faith Anthony, Mitch Rydl and Todd Johnson.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of Substance Abuse Prevention contract. Vote-all in favor. Doug Weston discussed the courtroom lights and what it would cost to switch to LED bulbs.

Miranda Bills discussed the Department of Public Health audit that was completed in her office and said she is now required to keep all vital records locked up in her office and that the refrigerator would need to be moved.

Michelle Asmus addressed the Board regarding the Bible reading marathon. Motion-Thompson Second-VanAernam to approve the Bible Reading Marathon on the courthouse grounds for the week of September 4-10. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the minutes of the August 6, 2019 meeting. Vote-all in favor.

Sara Slater presented a Tourism update to the Board and reviewed changes that have been made.

Chris Erlandson, IT, discussed moving forward with the new firewall. Motion-Thompson Second-VanAernam to approve funding for the purchase of a new firewall. Vote-all in favor. Chris also discussed Aureon internet services.

Board of Supervisor update – EMA position and a DCAT meeting.

Faith Anthony of the Attorney's office met with the Board. Motion-VanAernam Second-Thompson to approve the Equitable Sharing Agreement and Certification. Vote-all in favor. The Board discussed credit card charges and the need for back-up and clarified using the credit card only when no other means of payment are available.

Motion-VanAernam Second-Thompson to approve the Nyhart GASB 75 OPEB report for FY19. Vote-all in favor.

Heather Toft called regarding the MEI grant application.

Lisa Frederiksen discussed the Tyler Incode 10 Financial program and that our current program will no longer be supported in the future. The Board called Ron Pieracci with Tyler Technology to set up a demonstration.

Mitch Rydl gave the Secondary Road update. Motion-Thompson Second-VanAernam to approve the N36 Plan. Vote-all in favor. Motion-Thompson Second-VanAernam to amend the agenda to approve SWAP Funding. Vote-all in favor. Motion-VanAernam Second-Thompson to approve Iowa DOT Agreement for Bridge Federal Aid Swap Funding. Vote-all in favor. Motion-VanAernam Second-Thompson to approve a Windstream utility permit for Lincoln 8 and 9. Vote-all in favor. Rydl discussed cost-sharing with the City for a low-head dam and he will contact the City regarding funding and in-kind services. Rydl discussed a complaint regarding the condition of 7<sup>th</sup> Avenue. The Board discussed contacting Bob Josten regarding questions they had about adding the recently completed wind towers to the TIF. Weekly update: culvert work, building up roads, hauling rock to wind tower sites and having to re-rate and the posting of bridges.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes, with the exception of Clarinda Academy in the amount of \$269,161.87. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve a revision to the handbook, taking out "before the age of 65" regarding sick leave conversion and to have an acknowledgment distributed to employees. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept and place on file a MMP update for Lawrence Handlos-Multi-Pig, ID#61060. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a MMP for Robert Blomme-Cottonwood, ID#63260. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a MMP for Chris Reischl-Resichl Farms, ID#60480. Vote-all in favor.

The Board received a call from the Department of Public Health regarding the MEI grant and was told to reapply for the January training and that awards would be posted on their website.

The Board discussed an insurance check from ICAP that was recently received regarding the drug dog. Johnson stated it was for replacement cost. The Board asked that they be kept informed and that the check should have been issued in April.

The Board called and left a message with Dave Lake of Community Insurance.


The Board called Nyhart with questions regard the GASB 75 OPEB report for FY19. Megan of Nyhart reviewed the report with them. Motion-Thompson Second-VanAernam to approve the NYhart GASB 75 OPEB report for FY19. Vote-all in favor.

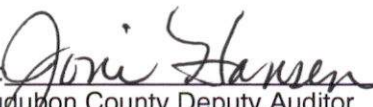
Motion-Thompson Second-VanAernam to approve a FY20 contract for Substance Abuse Prevention. Vote-all in favor.

The Board asked the Auditor's office to contact Kingston to set up a time to review ending balances.

Thompson placed a call to .Gov regarding the payment of an annual registration fee. Chris Erlandson assisted in setting an account up online.

Motion-Thompson Second-VanAernam to adjourn the meeting at 2:19 p.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

August 27, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Vice-Chairman Rick Thompson. Present: Gary VanAernam. Absent: Todd Nelsen. Others present were Lisa Frederiksen, Diana Munch, Joni Hansen, Phil Mennenoh, Todd Johnson, Renee VonBokern via telephone, Chris Erlandson, Mitch Rydl, Jami Schleimer and Scott Smith.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of six MMP's. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the August 20, 2019 meeting. Vote-all in favor.

Board of Supervisor update: EMA hired Phil Mennenoh, 911 sign installation and a Juvenile Emergency Services meeting in Council Bluffs.

Todd Johnson discussed a change in hours worked for a dispatcher. Motion-VanAernam Second-Thompson to approve Resolution 2019-39 as follows. Vote-all in favor.

RESOLUTION 2019-39

BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors, that Shelby Phippen's hours be changed from 32 hours per week to an average of 20 hours per week for the Sheriff's Office. Her decrease in hours began July 1, 2019. Dispatcher/Jailer wages and benefits shall follow that of the Union Contract.

Dated at Audubon County, Iowa, this 27<sup>th</sup> day of August, 2019.

/s/ Rick Thompson, Vice-Chairman  
Board of Supervisors, Audubon County

Attest: /s/ Joni Hansen, Deputy Auditor

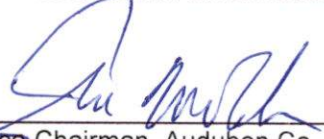
Motion-VanAernam Second-Thompson to accept and place on file a MMP for Lawrence Handlos-Tessman, ID#65436. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP update for Lawrence Handlos-Andersen, ID#62468. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a MMP update for Lawrence Handlos-Arnold, ID#67383. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP update for Lawrence Handlos-Shaw, ID#64099. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file a MMP update for Handlos-Zaiger SW, ID#62467. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP update for Clark Family Farms of Iowa-Amelia, ID#65543 (formerly Maple Valley). Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file a MMP update for Newell Pig II LLP, ID#61310 (formerly Brayton Site). Vote-all in favor.

Chris Erlandson, IT, discussed the firewall that will be installed. Motion-VanAernam Second-Thompson to sign the papers regarding the installation and block of hours which had been approved at a previous meeting. Vote-all in favor.

Motion-VanAernam Second-Thompson to amend the agenda to approve a National Voter Registration Proclamation. Vote-all in favor. Motion-VanAernam Second-Thompson to sign the declaration of September as National Voter Registration month. Vote-all in favor. Chris also reviewed an invoice for the firewall.

Mitch Rydl gave the Secondary Road update. Rydl stated that the low-head dam project is in process and that he will be talking to the City. Scott Smith addressed the Board regarding the condition of the road southwest of Kimballton. Smith also stated that Dave Nelson had asked him to pass along his concerns with roads especially north on Heron. Discussion was held regarding the grading of the gravel roads and windrows along the sides of the roads. Rydl also stated that the roads need to be mowed which really helps in the grading of the roads. Rydl reviewed the dollars spent on bridges, paving and gravel over the last eight years. Renee VonBokern called in regards to an upcoming retention election that is coming up and a list of Secondary Roads employees that is needed before Monday. The Board instructed Rydl to go ahead and submit the needed list. Rydl stated that Todd Nelsen is working of updating the FEMA policies.

Motion-VanAernam Second-Thompson to adjourn the meeting at 11:58 p.m. Vote-all in favor.

  
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Vice-Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

08/07/2019 through 08/20/2019

Vendor	Description	Amount
911 CUSTOM	BATTERY/SHERIFF	40.02
ACE HARDWARE	CH CUST SUPP	347.19
AGRILAND FS INC	FUEL/SHERIFF	2,796.66
AGRILAND FS INC 73	SR FY20 FUEL	18,329.11
AMAZON CAPITAL SERVICES	OFF SUPP/RECORDER	277.26
AMERICAN INSTITUTIONAL SUPPLY	JAIL UNIFORMS/SHER	176.94
AUDUBON CO ADVOCATE JOURNAL	COURT PUBLICATION	625.79
AUDUBON CO MEMORIAL HOSP	INMATE EXAM/SHER	3,776.78
AUDUBON CO SHERIFF	SERVICE FEE/SHER	97.66
AUDUBON CO SOLID WASTE MGMNT, COMMISS	TRASH/CONSERVATION	120.12
AUDUBON DIESEL LLC	SR FY20 PARTS/LABOR	1,789.08
AUDUBON FAMILY HEALTH CARE	INMATE EXAM/SHERIFF	138.72
AXON ENTERPRISE, INC	AMMO/SHERIFF	396.00
BAKER, RICHARD M	VA MTG REIMB	50.00
BILLS, MIRANDA	OFF SUPP REIMB/RECORDER	8.50
BOHLMANN & SONS SANITATION	TRASH REMOVAL/CONS	454.80
BOHLMANN, RICK	RENT REIMB/VA	450.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	45.90
BUSINESS CARD	CAMERA/MISC/SHERIFF	519.90
CCW ENTERPRISES INC.	@DOOR MAINT/PARTS/SHERIFF	195.00
CENTRAL IA DISTR INC	CH CUSTODIAL SUPP	280.30
CENTURYLINK	TELE/E911	14.00
CERTIFIED LABORATORIES	SR FY20 MISC ADDITIVE	157.79
CLARK, PATRICIA	ADM/PHN MLG REIMB	106.08
CORPORATE OFFICE	WKLY FLEX FUNDING	13.60
DASH MEDICAL GLOVES	EXAM GLOVES/SHER	77.90
DIAGNOSTIC IMAGING ASSOCIATES	INMATE EXAM/SHERIFF	350.00
DOLLAR GENERAL CORP	CH CUST SUPP	25.00
DRAKE, DONNA	VA TRANSPORT REIMB	80.00
ECOLAB PEST ELIMINATION DIV	JAIL PEST CTRL/SHER	81.10
ELMQUIST WELDING & RPR INC	SR FY20 PARTS	19.62
EXIRA CITY	SR FY20 WATER	214.97
EXIRA FARM SERVICE	TIRE RPRS/CONS	33.50
FASTENAL CO	SR FY20 PARTS/BOLTS	133.36
FELD FIRE	SR FY20 FIRE EXTINGUISHERS	191.00
FIRST NATIONAL BANK OMAHA	DUES/CONV FEE/ATTY	168.20
GALLS LLC	CAMERAS/EQUIP/CONS	427.75
GUTHRIE CO ENVIRONMENTAL HLTH	4TH QTR SANITARIAN REIMB	5,738.00
GUTHRIE COUNTY REC	JULY ELECTRIC/CONS	4,040.30
HAMANN TRUCKING LLC	SR FY20 GRAN HAULING	79,214.42
HANSEN'S M&M SERVICES	ARCMAP/UPDATES E911	693.75
HARDY, BRANDON	APPAREL/REG REIMB/CONS	90.99
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/PTA/MLG REIMB	2,625.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOME LOAN SERVICE	VA RENT REIMB	605.00
HOUSBY MACK INC	SR PARTS	2,017.58
IA LAW ENFORCEMENT ACADE, ST FISCAL OFF	MMPI EVAL/EMG MGT	150.00
IA NATURAL HERITAGE FND	MEMBERSHIP/CONS	250.00

08/07/2019 through 08/20/2019

Vendor	Description	Amount
IA STATE CO TREASURERS ASSOC	MTG REG/TREAS	50.00
IACCVSO	VA MTG REG	240.00
ICUBE ASSN, ATTN: ALLISON RIPPERGER	@ SR FY19 DUES	200.00
IICA	MTG REG/ASSESSOR	305.00
IP PATHWAYS	SR FY20 DATA SERVICE	7,262.72
IRON SHOP	LABOR/SIGN BRACKETS/CONS	98.84
JENNINGS, SARAH	MTG MLG REIMB/ATTY	75.48
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	81.60
LANDUS COOPERATIVE	ELK FEED/CONS	27.68
LITTLE FALLS MACHINE, INC	SR FY20 PARTS	131.38
MARNE-ELK HORN TELEPHONE CO	TELE/E911	148.20
MARTIN, PAMELA	3 VA TRANSPORTS	240.00
MENARDS	POSTS/RR TIES/HDWE/CONS	1,651.87
MICHAEL, BRETT P	MH ADV MLG REIMB	102.51
MICROFILM IMAGING SYSTEMS, INC	SCANNING ELEC BOOKS	160.00
MIDAMERICAN ENERGY CO	SR FY20 GAS/ELECTRIC	771.25
MIDWEST COMPLIANCE ASSOCIATES	HIPAA COMPLIANCE SER	1,000.00
MIDWEST WHEEL COMPANIES	SR PARTS/GREASE/ADDITIVE	2,569.51
MURRAY, SARAH	HCA/HMK MLG REIMB/PHN	70.38
NATIONAL ELEVATOR INSPECTION	CH ELEV INSPECTION	60.00
NELSON, JAY	REISSUE TWP MTG REIMB 2018	30.00
NELSON, ROBERT J	ADM/PHN MLG REIMB	125.97
NELSON, ROGER B	VA RENT REIMB	425.00
NISHNA VALLEY CREDIT UNION, C/O JETAMIE M	GEN RELIEF RENT REIMB	150.00
NYHART CO INC	FY19 ACTUARIAL 7-1-19 TO 7-31-19	1,000.00
O'HALLORAN INTERNATIONAL	SR FY20 PARTS	3,884.99
OLSEN, FRANK	VA MTG/MLG REIMB	61.22
ON-TARGET SOLUTIONS GROUP INC	TRAINING REIMB/SHER	350.00
OPTIONS INK	SR FY20 PARTS	57.50
PAGE COUNTY VETERANS AFFAIRS	VA MTG REG	60.00
PAT KAISER'S CHRISTIANSEN MTRS	KEYS/CONSERVATION	106.56
SAFARILAND LLC	OFF SUPP/SHERIFF	175.25
SCHILDBERG CONSTRUCTION INC	SR FY20 GRAN MTRL	100,000.00
SEAT TREASURER	SEAT REG/AUDITOR	200.00
SECURE BENEFITS SYSTEMS	HRA AUG FEES	11,957.43
SORENSEN, LISA	ADM/PHN MLG REIMB	101.49
STATE HYGIENIC LAB - ACCT REC	WATER TESTS/CONS	26.00
THE OFFICE STOP	OFF & DP SUPP/TREAS	899.12
THOMSON REUTERS WEST PYMT CTR	PRINT CHG/ATTY	487.65
TOFT, HEATHER	MEI REIMB	200.00
UNPLUGGED WIRELESS LLC	SR FY20 TOWER RENTAL	50.00
US CELLULAR	RS FY20 PHONE	640.86
VERIZON WIRELESS	TELE/PHN	55.50
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	66.83
WORTHINGTON AG PARTS	RS FY20 SAFETY	119.00
ZIEGLER INC	SR FY20 PAINT/PARTS/FILTERS/RENTAL/BATT/	3,705.74
<b>GRAND TOTAL</b>		<b>268,680.43</b>

SUPERVISOR'S MINUTE BOOK 2019

September 3, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Joni Hansen, Becky Marten, Doug Weston, Laura Bacon, Phil Mennenoh, Mitch Rydl and Bob Josten via telephone.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of custodian update. Vote-all in favor.

Doug Weston updated the Board regarding LED lightbulbs for the courtroom and also an estimate for a room divider in the data processing room from Sunds Fencing.

Motion-VanAernam Second-Thompson to approve the minutes of the August 27, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$289,264.19. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the Audubon Urban Renewal Report, Fiscal Year 2018-2019. Vote-all in favor.

The Board discussed including courthouse improvements to an amended urban renewal plan.

Motion-Thompson Second-VanAernam to accept and place on file a letter of resignation from Bob Gust. Vote-all in favor.

Motion-VanAernam Second-Thompson to amend the agenda for Recorder's Report of Fees. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file the Recorder's August Report of Fees. Vote-all in favor.

Phil Mennenoh discussed getting a county credit card for EMA. Nelsen will call to get an EMA card.

Mitch Rydl gave the Secondary Road update. Rydl stated that they are back to regular work hours. Motion-Thompson Second-VanAernam to approve a Universal Pay voucher to JEO for Greeley 15/167. Vote-all in favor. Motion-VanAernam Second-Thompson to approve a Universal Pay voucher to JEO for N36. Vote-all in favor. Motion-Thompson Second-VanAernam to approve a MidAmerican utility permit for 1996 270th St. Vote-all in favor. Rydl discussed options for a culvert located on 230th and Crane. Motion-Thompson Second-VanAernam to approve Resolution 2019-40 as follows. Vote-all in favor.

RESOLUTION 2019-40

BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors that Jacob Palmer have his department and position changed to Grade 2 Classification, Equipment Operator B, 2 years for the Audubon County Secondary Roads Department effective September 21st, 2019. Hourly wage will be \$19.27 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003, IUPAT.

Passed and approved this 3rd day of September, 2019.


Audubon County, Iowa Board of Supervisors  
/s/ Todd M. Nelsen


ATTEST:  
/s/ Joni Hansen, Deputy Auditor

Rydl stated that he is still working on the low-head dam project with the City. Todd Nelsen stated that he needs to take the policies regarding FEMA to the attorney for review. Discussion was held regarding the Urban Renewal Plan update and placed a call to Bob Josten. Josten stated he had received the information from Secondary Roads needed for an amendment but that he had not started anything yet. Nelsen discussed the possibility of courthouse improvement projects being included. Josten stated that Legislature hasn't prohibited this but we would have to identify and justify why we need TIF funds for these improvements and that there is no other funding available but that Bob could do it. The Board agreed that a Debt Service levy would work and that would keep TIF for roads. Josten said it is possible but just harder to justify.

Weekly update: road work update, rocking roads and doing field entrances. Rydl stated that roadside is spraying and looking at a seeder available at no cost.

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:21 p.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor

08/21/2019 through 09/03/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUST SUPP	2.40
AMAZON CAPITAL SERVICES	MED BAGS/ODOR SPRAY/SHER	473.28
ANTHOFER, LORA LEE	TWP MTG REIMB	15.00
ANTHOFER, OWEN	SR FY20 CULVERT PROJ	900.00
AUDUBON CO MEMORIAL HOSP	SR FY20 HEALTH SERVICES	2,218.70
AUDUBON CO SHERIFF	SERVICE FEE/SHER	389.11
AUDUBON COUNTY	PT GEN BASIC EMP	29,517.00
AUDUBON DENTAL CENTER	INMATE DENTAL/SHER	312.00
AUDUBON FAMILY HEALTH CARE	INMATE EXAM/SHERIFF	577.98
CAMPBELL, DEBBIE M	MTG MLG/PARKING/TREAS	99.15
CASS CO HEALTH SYSTEM	SR FY20 HEALTH SERVICES	148.00
CENTRAL IA DISTR INC	CH CUST SUPP	103.30
CINTAS	SR FY20 HEALTH SUPPLIES	29.68
CITY SERVICE & PARTS	RS FY20 NON VEH PARTS	728.81
CLARINDA ACADEMY	SHELTER CARE/MH	7,370.70
CORPORATE OFFICE	WKLY FLEX FUNDING	170.19
COUNSEL	SR FY20 MA COPIER	456.14
D & J SUPPLY	RS FY20 TIRES/LABOR	44.90
EXIRA CITY	UTILITY REIMB/VA	139.43
FASTENAL CO	SR FY20 BOLTS	128.50
FREDERIKSEN, LISA	MTG MLG/PARK REIMB/AUD	97.72
GEOCOMM INC	ANNUAL M/A/SUPPORT/ E911	2,935.00
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/OTAMLG REIMB/PHN	2,140.00
HOME LOAN SERVICE	VA RENT REIMB	630.00
IA LAW ENFORCEMENT ACADE, ST FISCAL OFF	MMPI EVAL/EMG MGT	150.00
IA STATE ASSN OF ASSESSORS	MTG REG/ASSR	650.00
IA WORKFORCE DEVELOPMENT	CH ELEVATOR PERMIT	75.00
INMAN, KATHY	INS PREM REIMB/SHER	147.66
IRON SHOP	SR LABOR, TIRES, SUPPLIES	1,688.86
ISAC-GROUP HEALTH PROGRAM	HEALTH REIMB AUG FOR SEPT	81,367.00
ISSDA FINANCIAL ADMINISTRATOR	JAIL SCHOOL REG/SHER	250.00
JESSEN, DWIGHT	SR FY20 INS REIMBS	115.80
JOHN DEERE FINANCIAL	SR FY20 PARTS	41.92
LEXIPOL, LLC	ONLINE MANUAL/SHER	5,121.00
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	221.70
MEDIACOM	CABLE TV/JAIL/SHER	128.70
MEDICAP PHARMACY #8051	INMATE MEDS/SHER	80.99
MIDAMERICAN ENERGY CO	SR FY20 ELECTRIC	248.85
MIDWEST SPRAY TEAM & SALES INC	RS CHEMICALS	670.00
MUNCH, DIANA L	MTG PARKING REIMB/AUD	10.00
OMAHA WORLD-HERALD	NEWSPAPER SUBS/SHER	213.55
PITNEY BOWES PURCHASE POWER	CH POSTAGE	1,669.60
POWESHIEK COUNTY AUDITOR, C/O MELISSA E	@ME FEE	750.00
PRIA	MEMBERSHIP DUES/RECORDER	60.00
PRODUCTIVITY PLUS ACCOUNT	SR FY20 ADDITIVES/CUSTODIAL/PARTS/OIL/FI	1,047.92
RYDL, MITCH	SR FY20 MILEAGE REIMBS	137.90
SCHILDBERG CONSTRUCTION INC	SR FY20 GRAN MTRL	138,827.50
STONE PRINTING OFFICE PRODUCTS	DP OFF SUPP/SHERIFF	469.82

Claims Listing Report  
AUDUBON COUNTY  
08/21/2019 through 09/03/2019

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
THE OFFICE STOP	OFF SUPP/RECORDER	128.56
THYGESEN, TYLER	EMA AUG SALARY	356.16
TREASURER STATE OF IOWA	SR FY20 FUEL TANK REG	80.00
UMLAND, DEBRA	MTG MLG REIMB/ASSR	176.48
UNITYPOINT CLINIC-OCCUPATIONAL	SR FY20 HEALTH SERVICES	42.00
UPS	SHIPPING/SHER	18.60
VERIZON WIRELESS	TELE/SHER	597.05
WEST CENTRAL IA RURAL WATER	SR FY20 WATER	19.50
WINDSTREAM IOWA COMMUNICATIONS	SR FY20 PHONE	2,628.93
YOUTH SHELTER CARE OF NORTH CE	SHELTER CARE/JULY	1,446.15
	<b>GRAND TOTAL</b>	<b>289,264.19</b>

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SUPERVISOR'S MINUTE BOOK 2019

September 10, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Lisa Frederiksen, Joni Hansen, Doug Weston, Laura Bacon, Mitch Rydl, Chris Hemmingsen, Kent Grabill, Bob Nelson, Todd Johnson, Deb Campbell, Teresa Murray, Miranda Bills, Deb Umland, Sarah Jennings and Western Iowa Wireless representative.

Motion-Thompson Second-VanAernam to approve the agenda. Vote-all in favor. Doug Weston updated the Board regarding the recovery tank for the boiler, breakers, the lights downstairs and also converting thermostats.

Motion-Thompson Second-VanAernam to approve the tentative agreement between the County and PPME Local 2003 Union. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the minutes of the September 3, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept and place on file the Clerk of Court's August Report of Fees. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the additional Homestead and Military disallowed applications. Vote-all in favor. Motion-VanAernam Second-Thompson to accept and place on file the Auditor's August 2019 month-end reports. Vote-all in favor.

The Department Head meeting was held. Discussion was held regarding the postage meter. Miranda Bills stated that no one would be able to use it when her office was closed. A location for the refrigerator was discussed and also the hours for the EMA office.

Kent Grabill discussed the purchase of a boomless sprayer for roadside use and also an upcoming public hearing. Motion-VanAernam Second-Thompson to approve Resolution 2019-41 as follows. Vote-all in favor.

RESOLUTION 2019-41

WHEREAS, an IDOT Agreement Living Roadway Trust Fund Grant for Counties is available to Audubon County Secondary Roads to submit an application; and

WHEREAS, it would be financially beneficial for grant monies to assist Audubon County with the upgrade of chemical sprayer (Asset #1242)

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors, the Engineer's office pursue such grant funding; and

BE IT FURTHER RESOLVED, by the Audubon County Board of Supervisors, that Mitchel J. Rydl, P.E., Audubon County Engineer, will be authorized to sign all agreements and documents for such grant.

Passed and approved this 10th day of September, 2019.

/s/ Todd M. Nelsen  
Chairperson, Audubon County Board of Supervisors

ATTEST: /s/ Joni Hansen, Deputy Auditor

Rydl stated that he is still working on the low-head dam project with the City and will meet with the City on Wednesday. Discussion was held on the Hungry Canyons meeting, the EWP funding process and the money available. Rydl stated that they will be doing crack sealing, painting highway markings and concrete patching. Rydl reviewed the DOT Annual Report.

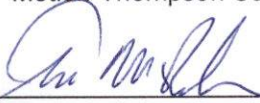
Motion- VanAernam Second-VanAernam to approve the deletion of EMA Dell desktop pc, asset #2175. Vote-all in favor.

The Board discussed the insurance claim reimbursement process with Lisa Frederiksen and she explained to them what prior practice had been with insurance claims and also how she had been instructed by the State Auditor that all claims need to be public record and receipted in the proper fiscal year. Agent should take direction from the Board only on any billings/claims/checks. Nelsen stated that he had visited with Dave Lake and would call him again and discuss the payee name as well on claim checks. Discussion on noting during weekly updates of any new claims submitted.

Motion-VanAernam Second-Thompson to approve the deletion of assets #0673 and #0795, EMA brown metal chairs. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the deletion of asset #0794, orange secretary chair. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the deletion of asset #0668, worn gray chair. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the deletion of asset #0461, law library wooden bookcase, 36 x 6' with six shelves. Vote-all in favor.

A representative from Western Iowa Wireless met with the Board and the Sheriff to inquire about being able to use the county tower at the courthouse to put a box on for a signal. Todd Johnson voiced his concerns regarding the structure and the load capability. The Board declined this request.

Motion-Thompson Second-VanAernam to adjourn the meeting at 11:35 a.m. Vote-all in favor.

  
Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor



SUPERVISOR'S MINUTE BOOK 2019

September 17, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Joni Hansen, Becky Marten, Amy Renze, Mitch Rydl, Dave Lake, Deb Campbell and Laura Bacon.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of tree complaint and Fair Board contract. Vote-all in favor.

Amy Renze, District Manager of Aflac, introduced herself to the Board stating that she will be the County's new contact.

Motion-Thompson Second-VanAernam to approve the minutes of the September 10, 2019 meeting. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Motion-Thompson Second-VanAernam to approve the plans for GR 15 and 17. Vote-all in favor. Discussion was held regarding storm damage in county areas and within city limits and what the proper procedure was. Rydl will meet with Todd Johnson regarding procedures. Weekly update – crew leaders at road conference this week, hauling contract rock, pulling up rock from shoulders and that Roadside is spraying. Rydl also discussed the application process and requirements for installing stop signs. The Board discussed a complaint received regarding the spraying of trees and Rydl will forward it to Kent Grabill, Roadside Manager.

Thompson updated the Board on homes being built in prisons for Region XII and also that there would be upcoming changes with The Heart of Iowa.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$202,921.22. Vote-all in favor.

Motion-Thompson Second-VanAernam to amend the agenda to add the deletion of Sheriff's air conditioner and computer. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the deletion of Sheriff asset #2222, Dell Optiplex computer and asset #2493, Friedrich air conditioner. Vote-all in favor.

Motion- VanAernam Second-VanAernam to approve the deletion of Clerk of Court's 3M Reader Printer. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve a contract with Insurance Strategies for the reporting for 509A. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept the letter of resignation from Faith Anthony. Vote-all in favor.

The Board reviewed the ICAP endorsements. Dave Lake met with the Board to explain these endorsements. Todd Nelsen asked why checks are made out to Audubon County and E911 and Lake stated he would get the answer from ICAP. Lake also discussed the requirement by the county of Errors and Omissions for M & M Services and the grant money available to the county.

The Board will contact Northland Public Finance to set up a phone conference.

Deb Campbell discussed a contract with the Fair Board regarding the use of the fairgrounds for Driver's License testing and training.

Motion-VanAernam Second-Thompson to adjourn the meeting at 12:07 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor

09/04/2019 through 09/17/2019

Vendor	Description	Amount
ACE HARDWARE	BATTERIES-ATTY	819.87
AGRILAND FS INC	FUEL/PROPANE-CONS	2,933.31
AGRILAND FS INC 73	SR FUEL	9,002.08
ANTHONY, FAITH	REIMB MLG TO DEBT COLL MTG-ATTY	82.01
AUDUBON CO ADVOCATE JOURNAL	SUBS RENEWAL/ASSR	934.82
AUDUBON CO MEMORIAL HOSP	INMATE ER-SHER	3,235.75
AUDUBON CO SHERIFF	SERVICE FEE/SHER	1,153.53
AUDUBON CO SOLID WASTE MGMNT, COMMISS	SR DISPOSAL SERVICE	665.60
AUDUBON DENTAL CENTER	INMATE DENTAL/SHER	118.00
AUDUBON FAMILY HEALTH CARE	INMATE SRV-SHER	394.80
AUDUBON-EXIRA READY MIX INC	SR PROJ MTRL	2,914.00
BAKER, RICHARD M	VA MTG REIMB	50.00
BARCO	SR SIGN MTRL	285.76
BLACKSTRAP INC	SR SNOW MTRL	16,938.73
BLUML, JANELL	MTG MLG REIMB/ASSR	85.17
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICES	733.80
BOHLMANN, RICK	VA RENT REIMB	500.00
BOLDT, PAULETTE KAY	HCA/HMK MLG/PHN	59.67
BRAYTON CITY CLERK	SR RUT REIMBS	718.31
CAMPBELL, PAUL	TWP MTG REIMB	15.00
CARD SERVICES	INTERNET/NET10/HOLSTERS-CONS	198.65
CASS CO HEALTH SYSTEM	NEW EMPL PCP/UA-EMA/911	148.00
CASS CO SECONDARY ROADS	SR CULVERT MTRL	231.30
CASS CO SHERIFF	SERVICE FEE/COURT	34.00
CENTRAL IA DISTR INC	CH CUST SUPPLIES	371.60
CENTURYLINK	TELE-911	14.00
CHRISTENSEN, PAUL D	TWP MTG REIMB	15.00
CHRISTOFFERSON PUMPING LLC, DUANE CHRIS	PUMP 3 RESTROOMS-CONS	350.00
CLARK SERVICE AND EXHAUST LLC	TIRE RPRS-SHER	76.45
CLARK, PATRICIA	ADM/PHN MLG REIMB	45.39
CONTINENTAL RESEARCH CORP	SR ADDITIVE	207.35
COUNSEL	M/A COPIER/SHERIFF	121.72
DES MOINES LOCK SERVICE	KEYS/SHERIFF	39.00
DIAGNOSTIC IMAGING ASSOCIATES	INMATE EXAM-SHER	178.50
DOLLAR GENERAL CORP	JAIL SUPP-SHER	29.10
DRAKE, DONNA	VA TRANSPORT	80.00
DREES HEATING & PLUMBING INC	2 THERMOSTATS JAIL-SHER	507.06
ECOLAB PEST ELIMINATION DIV	PEST CNTRL-SHER	81.10
ELMQUIST ELECTRIC INC	SR BLDG LABOR/MTRL	674.19
EXIRA CITY	SR WATER	82.85
EXIRA FARM SERVICE	MOWER TIRES-CONS	84.36
FASTENAL CO	SR PARTS	131.30
FIRST NATIONAL BANK OMAHA	BOS DP/TREAS LODGING	1,197.84
GALLS LLC	BELT/CART CASE-CONS	96.97
GRABILL, KEITH	REIMB TWP MTG FEE	15.00
GRABILL, SAMUEL	REIMB TWP MTG FEE	15.00
HANSEN REPAIR	VEH EXP/LABOR/SHERIFF	156.50
HANSEN, ROD	REIMB TWP MTG FEE	15.00

09/04/2019 through 09/17/2019

Vendor	Description	Amount
HANSEN'S M&M SERVICES	E911 ADDRESS	733.75
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/PT/PTA/OTA-PHN	1,380.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOUSBY MACK INC	SR PARTS	3,426.61
IA COUNTY ATTORNEYS ASSN	WORKSHOP-FAITH/ANG-ATTY	150.00
IA PRISON INDUSTRIES	SR SIGN MTRL	1,484.25
IMWCA	SR WORK COMP	4,136.00
IOWA ATTORNEY GENERAL, ATTN: AMANDA FLC	REG FEE-ATTY	10.00
IOWA DEPARTMENT OF TRANSPORTAT	SR SIGN MTRL	490.00
IOWA NARCOTICS OFFICERS ASSN	ACTIVE MBRSHIP FEE-SHER	25.00
IP PATHWAYS	DP BACKUP/SHERIFF	2,566.02
IRON SHOP	LABOR/UCHANNEL-CONS	259.24
JENNINGS, SARAH	REIMB VERIZON BILL-ATTY	121.96
JENSEN, BRIAN	VA TRANSPORT REIMB	80.00
JOHN DEERE FINANCIAL	HYDROSTAT FLUID-CONS	51.48
KAUFFMAN'S LIGHTING	LUNERA LED LIGHTING-GEN	1,283.68
KIMBALL MIDWEST	SR PARTS,TOOLS/BOLTS/WELDING	709.37
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	49.47
LANDUS COOPERATIVE	WEED KILLER-CONS	118.30
LARSEN, ADAM	VA RENT REIMB	550.00
MAINSTAY SYSTEMS INC	NEW DISPATCH PC/SETUP-SHER	2,018.00
MARNE-ELK HORN TELEPHONE CO	TELE/E911	147.40
MENARDS	5 WINDOWS-CONS	122.00
MICHAEL, BRETT P	MH ADV MLG REIMB	102.51
MIDAMERICAN ENERGY CO	SR GAS/ELECTRIC	2,276.53
MIDWEST COMPLIANCE ASSOCIATES	HIPAA COMP SER-GEN	1,000.00
MIDWEST WHEEL COMPANIES	SR PARTS/GREASE/ADDITIVE	1,306.89
MORGAN, TIMOTHY	REIMB TWP MTG FEE	15.00
MULLENGER, RON	TWP MTG REIMB	15.00
MURRAY, SARAH	HCA/HMK MLG REIMB/PHN	84.15
MY WAY DESIGNS	CHAPLAIN/DEP UNIFORMS-SHER	140.00
NELSON, ROBERT J	ADM/PHN MLG/PRK/MEAL REIMB	171.88
NEW OPPORTUNITIES INC	PREVENTION FUND/SEPT	1,325.00
NIELSEN AUTOMOTIVE INC	SR PARTS/LABOR	485.00
NORTHERN SAFETY CO INC	SR SAFETY SUPPLIES	196.24
O'HALLORAN INTERNATIONAL	SR PARTS	974.50
OLSEN, FRANK	VA MTG/MLG REIMB	61.22
OSVALD, JOHN L	TWP MTG REIMB	15.00
PFM FINANCIAL ADVISORS LLC	FILING ASSIST-2019 DISCLOSURE REP	2,000.00
PITNEY BOWES INC	CH POSTAGE METER RENTAL	150.00
POWERPLAN	SR PARTS	1,509.66
RASMUSSEN LUMBER CO	RS TOOLS	323.17
REMSBURG SERVICE INC	PARTS-WATER LEAK ON AC-GEN	92.16
RICHARDSON-BLAIR, RHONDA	COLLECTIONS TRAINING FEE-ATTY	78.85
SAMPSON, JAMES	GARNISHMENT REIMB	28.06
SCHILDBERG CONSTRUCTION INC	SR GRAN MTRL/HAULING	100,436.91
SECURE BENEFITS SYSTEMS	SEPT HRA FEES	3,441.54
SHELBY CO AUDITOR	1ST QTR RENT JUV CRT OFFICE	567.00

Claims Listing Report  
AUDUBON COUNTY

09/04/2019 through 09/17/2019

Vendor	Description	Amount
SIRCHIE	PORTABLE FUMING CABINET-SHER	218.07
SMITH, DAN	100 BU OATS FOR ELK-CONS	280.00
SORENSEN, LISA	ADM/PHN MLG REIMB	101.49
SOUTHSIDE WELDING & MACH LLC	SR PARTS/LABOR/WELDING/BLDG/CUVLERT PROJ	2,134.84
STATE HYGIENIC LAB - ACCT REC	WATER TESTS-CONS	26.00
STONE PRINTING OFFICE PRODUCTS	CH CUST SUPPLIES	113.98
THE SCHNEIDER CORPORATION	SR DATE SERVICE	1,350.00
THOMSON REUTERS WEST PYMT CTR	PRINTING CHGS-ATTY	487.65
TOFT, HEATHER	MEI REIMB	200.00
TRITECH FORENSICS INC	EVIDENCE BAGS-SHER	29.50
UNITYPOINT CLINIC-OCCUPATIONAL	SR HEALTH SERVICES	84.00
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	1,307.95
VERIZON WIRELESS	TELE-PHN	55.50
WESTERN IA WIRELESS	SR INTERNET SERVICE	100.00
WINDSTREAM IOWA COMMUNICATIONS	TELE-ATTY	148.53
YOUTH SHELTER CARE OF NORTH CE	AUG SHELTER CARE	1,446.15
ZIEGLER INC	SR LABOR/PARTS/BLADES	11,228.06
	<b>GRAND TOTAL</b>	<b>202,921.22</b>

Claims Listing Report  
AUDUBON COUNTY  
09/04/2019 through 09/17/2019

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FUND TOTALS RECAP

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<u>Fund</u>	<u>Expended</u>
0001 GENERAL BASIC	28,269.26
0002 GENERAL SUPPLEMENTAL FUND	5,112.32
0010 MH/DD SERVICES FUND	102.51
0011 RURAL SERVICES BASIC FUND	300.93
0020 SECONDARY ROAD FUND	162,407.88
1500 CAPITAL PROJECTS	2,000.00
4000 EMERGENCY MGMT SERVICES FUND	95.00
4010 E-911 SURCHARGE FUND	990.15
4100 CO ASSESSOR AGENCY	201.63
8500 HEALTH REIMBURSEMENT ACCOUNT	3,441.54
<b>GRAND TOTAL</b>	<b>202,921.22</b>



Motion-Thompson Second-VanAernam to adjourn the meeting at 12:13 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

October 1, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Joni Hansen, Doug Weston, Phil Mennenoh, Chris Erlandson, Mitch Rydl, Miranda Bills and Laura Bacon.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of custodian ad and DNR legal notice. Vote-all in favor.

Doug Weston let the Board know that he is working on the chemical pump for the boiler.

Motion-Thompson Second-VanAernam to approve the minutes of the September 24, 2019 meeting. Vote-all in favor.

Phil Mennenoh, EMA Director, discussed the Iowa Department of Homeland Security Audit that was completed. Mennenoh stated that he had been in touch with Bob Kempf of Guthrie County. Discussion was held regarding flooding, contacts, radios and the cost of switching over to new radios.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$296,397.11. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept a report/certificate with Insurance Strategies for the reporting for 509A. Vote-all in favor.

Chris Erlandson, IT, discussed the Statement of Work regarding the installation and cost of the new servers. Chris also discussed buying blocks of time for services and that he could not repair the Supervisor laptop.

The Board discussed painting of the Supervisor office and will wait at this time.

Board of Supervisors update – Region XII Workforce Development meeting; ACED move to temporary location; culvert tour; Fourth Judicial District meeting and also a New Opportunity meeting.

Motion-VanAernam Second-Thompson to accept and file a MMP update for Larry Jo & Kyle Hinnens, Hinnens Site ID#65590. Vote-all in favor.

Mitch Rydl gave the Secondary Road update and discussed what was left in his budget for rock due to the damage that was done to the roads last spring and the amount of rock that had been used on the roads for repair. Rydl stated concerns that he has not been able to get a stockpile for next spring because everything goes on the roads. As of now, they won't be hauling any more rock to the roads. He also discussed the quality of rock from various quarries. Rydl stated he had a meeting with the City and JEO regarding the low-head dam project. Weekly: shouldering, patching and hauling contract rock.

Motion-VanAernam Second-Thompson to approve the deletion of the Sheriff's Gestetner copier. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept the resignation letter from Doug Weston. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the ad for the paper for the custodial position. Vote-all in favor.

The Board discussed the DNR legal notice that was published in the Atlantic paper for a property in Exira and Thompson stated that he had talked to the concerned resident.

Miranda Bills discussed a recording fee that the Board had received. Motion-VanAernam Second-Thompson to adjourn the meeting at 12:12 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor



Claims Listing Report  
AUDUBON COUNTY  
09/18/2019 through 10/01/2019

Vendor	Description	Amount
ACE HARDWARE	CUST SUPP EXCH	34.47
AMAZON CAPITAL SERVICES	DP SUPPLIES	224.75
AUDUBON CITY LIBRARY	2ND QTR ALLOCATION	7,050.00
AUDUBON CO AIRPORT AUTHORITY	2ND QTR ALLOCATION	11,038.72
AUDUBON CO ECONOMIC DEVE	2ND QTR ALLOCATION	7,611.75
AUDUBON CO SHERIFF	SERVICE FEE/SHER	151.32
AUDUBON COUNTY	SEPT-OCT PREMIUMS	28,658.00
AUDUBON FAMILY HEALTH CARE	INMATE OFF EXAM/SHER	138.72
AUDUBON FIRE AND RESCUE	INMATE AMBULANCE/SHER	765.00
AUDUBON FOOD LAND	INMATE MEALS/SUPP/SHERIFF	3,489.84
AUDUBON MEDIA CORPORATION	OFF SUPP/EMG MGT	72.25
AUTOMATIC DOOR GROUP INC	CH RPRS TO SHERIFF DOOR	533.08
BRAND, DAVID	WATERSHED RPRS/MLG REIMB	160.69
BRAND, SCOTT	WATERSHED RPRS/MLG	38.14
BRAYTON CITY CLERK	SR RUT REIMBS	714.21
CARD SERVICES	VEH/DP SUPP/DSL/CONS	224.57
CENTRAL IA DISTR INC	CH CUST SUPPLIES	187.05
CLARINDA ACADEMY	DEC 2018 SHELTER CARE	1,026.30
CORPORATE OFFICE	WKLY FLEX FUNDING	9.40
COUNSEL	SR MA COPIER	3,702.20
D & J SUPPLY	SR TIRE REPAIR	22.90
DANNER LAWNSCAPES INC	CH LAWN TREATMENT	85.00
DIAGNOSTIC IMAGING ASSOCIATES	INMATE EXAM/SHERIFF	258.00
DOLLAR GENERAL CORP	CH CUST SUPPLIES	71.80
EXIRA CITY	2ND QTR ALLOCATION	3,525.00
FASTENAL CO	SR BOLTS	173.81
FIDLAR TECHNOLOGIES INC	2ND QTR AVID HOST/REC	1,750.00
FIRST NATIONAL BANK OMAHA	OFF SUPP/ATTY	362.56
GRABILL, KENT	RS MILEAGE REIMBS	132.60
GRAHAM TIRE STORM LAKE	TIRES/VEH EXP/SHERIFF	1,120.00
GUST, ROBERT	SR INS REIMBS	787.20
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/OASIS REIMB/PHN	1,130.00
HOLIDAY INN AIRPORT	LODGING/SHERIFF	488.32
IA COUNTY RECORDERS ASSN	ILR REGISTRATION/RECORDER	150.00
ICEA	SR ADMIN TRAINING	800.00
IMWCA	FY19 AUDITED PREMIUM	2,609.00
INMAN, KATHY	INS PREM REIMB	147.66
INTLASSC ARSON INVESTIGATORS	DUES/ATTY	100.00
IPAC, IA PRECINCT ATLAS CONSORT	IPAC REG FEE X2	50.00
IRON SHOP	SR PARTS/LABOR/TIRES/WELDING	2,208.67
ISAC-GROUP HEALTH PROGRAM	SEPT-OCT HRA PREMIUM	79,002.00
JESSEN, DWIGHT	SR INS REIMBS	115.80
JOHN DEERE FINANCIAL	RS PARTS	46.00
KIMBALLTON CITY CLERK	2ND QTR ALLOCATION	1,175.00
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	209.88
MEDIACOM	CABLE/SHERIFF	128.70
MEDICAP PHARMACY #8051	INMATE MEDS/SHER	248.65
MIDAMERICAN ENERGY CO	SR ELECTRIC	37.78

09/18/2019 through 10/01/2019

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
MURRAY, TERESA	POSTAGE REIMB/PHN	32.50
QUALITY INN & SUITES	SR ENG SUBS	842.24
REPORTING SERVICES, LLC	TRANSCRIPT REIMB/ATTY	551.00
RIESGAARD, GARY N	VA MTG MLG REIMB	71.40
ROBERTS LLC, JASON	WATERSHED RPRS/SEED	7,116.00
SCHAEFFER MFG CO, DEPT 3518	SR GREASE/ADDITIVES	453.48
SCHILDBERG CONSTRUCTION INC	SR GRAN & HAULING	94,787.92
SECURE SHRED SOLUTIONS LLC, PO BOX 1072	SHREDDING/PHN	40.00
SORENSEN, CHARLES	SR SAFETY SHOES	130.00
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/TREAS	179.64
STRANDELL, AMY	MTG LODGING/MEALS/MLG REIMB	554.71
SWI JUVENILE EMERGENCY	2ND QTR REIMB	18,599.62
TREASURER STATE OF IOWA, ATTN: APRIL B BR	FY20 INDIGENT DEFENSE FUND REIMB	3,231.00
UMLAND, DEBRA	ASSR MTG MLG REIMB	67.00
US CELLULAR	RS CELL PHONE	639.78
VERIZON WIRELESS	TELE/SHER	597.75
VON BOKERN ASSC	SR UNION FEES	3,250.00
WENDL, SAM	SR SAETY SHOES	89.88
WILLIAMS WELDING INC	RS PARTS NONVEH	278.40
WINDSTREAM IOWA COMMUNICATIONS	TELE/VA	2,118.00
	<b>GRAND TOTAL</b>	<b>296,397.11</b>

Claims Listing Report  
AUDUBON COUNTY

09/18/2019 through 10/01/2019

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
MURRAY, TERESA	POSTAGE REIMB/PHN	32.50
QUALITY INN & SUITES	SR ENG SUBS	842.24
REPORTING SERVICES, LLC	TRANSCRIPT REIMB/ATTY	551.00
RIESGAARD, GARY N	VA MTG MLG REIMB	71.40
ROBERTS LLC, JASON	WATERSHED RPRS/SEED	7,116.00
SCHAEFFER MFG CO, DEPT 3518	SR GREASE/ADDITIVES	453.48
SCHILDBERG CONSTRUCTION INC	SR GRAN & HAULING	94,787.92
SECURE SHRED SOLUTIONS LLC, PO BOX 1072	SHREDDING/PHN	40.00
SORENSEN, CHARLES	SR SAFETY SHOES	130.00
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/TREAS	179.64
STRANDELL, AMY	MTG LODGING/MEALS/MLG REIMB	554.71
SWI JUVENILE EMERGENCY	2ND QTR REIMB	18,599.62
TREASURER STATE OF IOWA, ATTN: APRIL B BR	FY20 INDIGENT DEFENSE FUND REIMB	3,231.00
UMLAND, DEBRA	ASSR MTG MLG REIMB	67.00
US CELLULAR	RS CELL PHONE	639.78
VERIZON WIRELESS	TELE/SHER	597.75
VON BOKERN ASSC	SR UNION FEES	3,250.00
WENDL, SAM	SR SAETY SHOES	89.88
WILLIAMS WELDING INC	RS PARTS NONVEH	278.40
WINDSTREAM IOWA COMMUNICATIONS	TELE/VA	2,118.00
	<b>GRAND TOTAL</b>	<b>296,397.11</b>

SUPERVISOR'S MINUTE BOOK 2019

October 8, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson. Absent: Gary VanAernam. Others present were Diana Munch, Joni Hansen, Deb Campbell, Phil Mennenoh, Chris Erlandson, Mitch Rydl, Kent Grabill, Gary Riesgaard, Teresa Murray, Miranda Bills, Linda Worley and Laura Bacon.

Motion-Thompson Second- to approve the agenda with the addition of Auditor month-end reports. Vote-all in favor.

Deb Campbell discussed access to offices when they are closed for training if it is not an emergency.

Motion-Thompson Second-Nelsen to approve the minutes of the October 1, 2019 meeting. Vote-all in favor.

Board of Supervisor update – upcoming ACED, Valley Business Park and Region XII – Iowa Workforce Development meetings.

Phil Mennenoh, EMA Director, asked the disposal process for assets.

The Department Head meeting was held and Teresa Murray stated the county had received the 5% wellness discount. Notices for closing of offices was discussed and an opinion from the County Attorney regarding such closings. Discussion was also held regarding keys to offices, the refrigerator being moved to the Clerk's office and that public health refrigerator would be available if needed. Chris Erlandson discussed fiber service to the Courthouse by Aureon and that new wiring would need to be completed before getting a new phone system.

Motion-Thompson Second-Nelsen to approve a Statement of Work for the new servers. Vote-all in favor.

Kent Grabill discussed the Weed Commissioner Annual Report. Motion-Thompson Second-Nelsen to approve the Weed Commissioner Annual Report. Vote-all in favor. Grabill also discussed increased time for weed commissioner duties.

Mitch Rydl gave the Secondary Road update and discussed crop damage and land acquisition where a culvert would be replaced and the process involved in making such determinations. The Board instructed the Engineer to proceed with the process for an agreement for an entrance regarding this. Rydl discussed a request for a transfer and the City weir project. Rydl received a phone call from JCG regarding the culvert project and how they reach a price for crop damage or land acquisition. Weekly update: maintaining, spotting rock and ready for snow.

Linda Worley addressed the Board and discussed concerns she had as a result of vandalism over Labor Day to her RV.

Motion-Nelsen Second-Thompson to accept and file the Clerk's September Report of Fees. Vote-all in favor.

Motion-Nelsen Second-Thompson to accept and file the Recorder's September Report of Fees. Vote-all in favor.

The Board opened the bid for the bookcase. Motion-Thompson Second-Nelsen to accept the bid of \$110.00 from Janell Bluml for the bookcase. Vote-all in favor.


Motion-Thompson Second-Nelsen to accept and place on file the Audubon Public Library 2019 Survey. Vote-all in favor.

Deb Campbell discussed a Notice of Expiration of Right of Redemption for a property in the City of Audubon and told the Board that nothing had to be done regarding this at this time.

Motion-Nelsen Second-Thompson to approve a Second Tier Canvass on November 19, 2019, at 1:00 p.m. Vote-all in favor. Motion-Nelsen Second-Thompson to accept and place on file the Auditor's September month-end reports. Vote-all in favor.

Motion-Thompson Second-Nelsen to adjourn the meeting at 12:00 p.m. Vote-all in favor.

  
Vice-Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

October 15, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Vice-Chairman Rick Thompson. Present: Gary VanAernam. Absent: Todd Nelsen. Others present were Diana Munch, Joni Hansen, Phil Mennenoh, Mitch Rydl, Kent Grabill, Ron Pieracci, Mark Workman, Latrese Loftin and Laura Bacon.

Motion-VanAernam Second-Thompson to approve the agenda. Vote-all in favor

Motion-VanAernam Second-Thompson to approve the minutes of the October 8, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to amend the agenda to approve the Community Foundation Grant. Vote-all in favor. Phil Mennenoh, EMA Director, brought information up for Gary VanAernam.

Motion-VanAernam Second-Thompson to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$391,291.68. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept and place on file the Sheriff's Quarterly Report for July-September. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the Agreement to serve as the Fiscal Sponsor for the Community Foundation Grant. Vote-all in favor.

Board of Supervisor update – Juvenile Justice, WESCO and Heart of Iowa meetings update.

Kent Grabill discussed the roadside position. Motion-VanAernam Second-Thompson to approve Resolution 2019-44 as follows. Vote-all in favor.

RESOLUTION 2019-44

BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors, that effective October 28, 2019, Cory Buck, be employed as Full Time Roadside/Non Union. Starting wage will be \$17.80 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003. Insurance coverage shall begin December 1<sup>st</sup>, 2019.

Passed and approved this 15<sup>th</sup> day of October, 2019.

/s/ Rick Thompson, Vice-Chairman  
Audubon County Board of Supervisors


ATTEST:  
/s/ Joni Hansen, Deputy Auditor

Mitch Rydl gave the Secondary Road update. Weekly update: working on field entrances, repairing road wash outs, hauling rock, bridge inspections and working on a low-water crossing. Rydl also discussed the Next Era reimbursement, easement work and Homeland Security requirements for FEMA projects.

Nelsen joined the meeting at 11:00 a.m.

Ron Pieracci, Mark Workman and Latrese Loftin of Tyler Technologies discussed Tyler Incode 10 Financial software and gave a presentation.

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:40 p.m. Vote-all in favor.

  
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Vice-Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

10/02/2019 through 10/15/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUSTODIAL SUPP	759.49
AGRI DRAIN CORPORATION	RS HORT SUP	453.56
AGRILAND FS INC	FUEL/EMG MGT	2,772.49
AGRILAND FS INC 73	SR MISC ADDITIVE	22,903.77
AMAZON CAPITAL SERVICES	OFF SUPP/RECORDER	109.06
ARNOLD MOTOR SUPPLY	SR PARTS/MISC/GREASE/TOOL	1,180.55
AUDUBON BAR ASSN: OTTO, LORENCE, WIEDEF	DUES/FEES/ATTY	15.00
AUDUBON CITY	VA UTILITY REIMB	130.87
AUDUBON CO ADVOCATE JOURNAL	SR OFFICE INFO	1,177.58
AUDUBON CO ENGINEER	DUMP TRKS/CONS	4,000.00
AUDUBON CO MEMORIAL HOSP	INMATE EXAM/SHERIFF	187.30
AUDUBON CO SHERIFF	SERVICE FEE/SHER	129.64
AUDUBON CO SOLID WASTE MGMNT, COMMISS	SHINGLE DISP/CONS	12,892.13
AUDUBON FAMILY HEALTH CARE	INMATE EXAM/SHERIFF	225.89
AUDUBON FOOD LAND	COMM SUPP/JAIL MEALS/SHER	2,850.49
AUDUBON MEDIA CORPORATION	CAMP ENV/CONS	96.00
AUDUBON RECREATION FOUNDATION	RM RENT/SHERIFF	200.00
AUDUBON-EXIRA READY MIX INC	SR CONCRETE PATCHING	2,926.13
AUTOMATIC DOOR GROUP INC	CH DOOR RPRS	305.90
BAKER, RICHARD M	VA MTG REIMB	50.00
BAYLOR, ANGIE	MTG MLG REIMB/ATTY	65.28
BILLS, MIRANDA	OFF SUPP REIMB/REC	3.90
BLUML, JANELL	MTG MLG REIMB/ASSR	533.81
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICE	590.00
BOHLMANN, RICK	VA RENT REIMB	500.00
BOLDT, PAULETTE KAY	HCA/HMK MLG/PHN	68.34
CAR KRAZY	TIRE RPRS/ASSR	20.00
CARD SERVICES	DP/VEH PARTS/CONS	224.57
CASS CO HEALTH SYSTEM	NEW EMP TEST/SHER	296.00
CENTURYLINK	TELE/E911	14.00
CHRISTOFFERSON PUMPING LLC, DUANE CHRIS	SR BLDG MAIN	175.00
CITY SERVICE & PARTS	OIL/GREASE/CONS	298.88
CLARK SERVICE AND EXHAUST LLC	VEH RPRS/LABOR/SHERIFF	53.95
CLARK, PATRICIA	ADM/PHN MLG REIMB	150.96
COLLECTIVE DATA INC	SR MA	3,250.00
CORPORATE OFFICE	WKLY FLEX FUNDING	38.54
COUNSEL	M/A COPIER/SHER	73.38
D & J SUPPLY	RS TIRES REPAIR	1,415.80
DAILY TIMES HERALD	ADV/ATTY	142.00
DRAKE, DONNA	VA TRANSPORT REIMB	160.00
DREES HEATING & PLUMBING INC	BOILER RPRS/LABOR	240.00
ELMQUIST WELDING & RPR INC	CH LABOR/MATERIAL	190.76
EXIRA CITY	SR WATER	215.07
EXIRA FARM SERVICE	TIRE RPRS/LABOR/CONS	122.25
EXIRA MEDICAL CLINIC	INMATE EXAM/SHER	138.72
FIRST NATIONAL BANK OMAHA	OFF SUPP/RECORDER	609.61
GALLS LLC	ARMOR PROOF VESTS/CONS	956.16
GUTHRIE COUNTY REC	ELECTRICITY/CONS	2,863.52

10/02/2019 through 10/15/2019

Vendor	Description	Amount
HAAG, BRUCE	PARK MISC REIMB/CONS	390.50
HANSEN REPAIR	TIRE RPRS/SHER	268.00
HANSEN'S M&M SERVICES	ARCMAP/E911 UPDATES	707.20
HENDERSON PRODUCTS INC	SR PARTS	1,741.00
HINNERS, KYLE	VA MTG/MLG REIMB	63.26
HOUSBY MACK INC	SR PARTS	1,476.26
IA COUNTY ATTORNEYS ASSN	MTG REG/ATTY	75.00
IMWCA	SR WC	4,136.00
INSURANCE STRATEGIES, CONSULTING, LLC	ACTUARIAL THRU 4-30-19	500.00
IOWA CRIME PREVENTION ASSN	FY20 DUES/SHERIFF	50.00
IP PATHWAYS	DP BACKUP/ASSR	569.14
JENNINGS, SARAH	TELE REIMB/ATTY	121.96
JOHNSON, TODD W	MTG MEAL REIMB/SHER	141.26
KESSLER FUNERAL HOMES INC	ME TRANSPORT	800.00
KLUG'S FISH FARM	FISH STOCKING/CONS	800.00
KOCH BROTHERS	SR MA	1,116.85
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	39.27
LANDUS COOPERATIVE	FEED/SPRAY/CONS	145.98
MAINSTAY SYSTEMS INC	PC MAINTENANCE/SHER	237.00
MARNE-ELK HORN TELEPHONE CO	TELE/E911	146.70
MARTEN, BECKY L	SEAT/IPAC MLG REIMB	56.10
MICHAEL TODD & CO INC	SR BLADES	3,373.48
MICHAEL, BRETT P	MH ADV MLG REIMB	193.80
MIDAMERICAN ENERGY CO	VA UTILITY REIMB	1,800.48
MIDWEST COMPLIANCE ASSOCIATES	HIPAA COMPLIANCE SER	1,000.00
MIDWEST SPRAY TEAM & SALES INC	RS CHEMICAL CONTRACT	12,045.00
MIDWEST WHEEL COMPANIES	SR PARTS/ADDITIVES	1,002.06
MUNCH, DIANA L	IPAC TRAINING MLG REIMB	63.65
MURRAY, SARAH	HCA/HMK MLG/PHN	111.18
MY WAY DESIGNS	APPAREL PRINTING/SHERIFF	53.00
NELSON, ROBERT J	ADM/BT MLG/PHN	123.42
OLSEN, FRANK	VA MTG/MLG REIMB	61.22
PAT KAISER'S CHRISTIANSEN MTRS	VEH RPRS/LABOR/SHER	160.00
POWESHIEK COUNTY AUDITOR, C/O MELISSA E	AUTOPSY/TOX FEE REIMB	2,088.00
PRODUCTIVITY PLUS ACCOUNT	CHAINS/CONS	451.30
PUBLISHERS OF PECK'S TITLE BK	TITLE BOOK/TREAS	90.00
RASMUSSEN LUMBER CO	SR TOOL/SIGNS	219.38
REGION XII COUNCIL OF GOVTS	1ST QTR TRANSIT SER REIMB	791.10
REMSBURG SERVICE INC	CH PLBG LABOR/RPRS	185.53
REPORTING SERVICES, LLC	TRANSCRIBING/ATTY	503.20
ROBERTS LLC, JASON	ROCK/GRAVEL HAUL/CONS	1,307.21
RYDL, MITCH	SR MILEAGE REIMBS	68.54
SCHILDBERG CONSTRUCTION INC	LIMESTONE/CONS	270,848.97
SECURE BENEFITS SYSTEMS	HRA FEES SEPT	9,686.93
SORENSEN, LISA	ADM/PHN MLG REIMB	51.00
SOUTHSIDE WELDING & MACH LLC	SR PARTS/LABOR	361.39
STAR EQUIPMENT LTD	SR TOOL	391.01
STATE HYGIENIC LAB - ACCT REC	WATER TESTS/CONS	123.50

Claims Listing Report  
AUDUBON COUNTY

10/02/2019 through 10/15/2019

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
STONE PRINTING OFFICE PRODUCTS	DP/OFF SUPP/SHERIFF	66.80
STOREY KENWORTHY	ELEC ENVELOPES/AUD	104.44
THE OFFICE STOP	OFF SUPP/ASSR	104.12
THOMSON REUTERS WEST PYMT CTR	PRINT CHG/ATTY	24.15
TOFT, HEATHER	MEI MTG MLG REIMB	295.88
UMLAND, DEBRA	MTG MLG REIMB/ASSR	93.84
UNITYPOINT CLINIC-OCCUPATIONAL	NEW EMP TEST/SHERIFF	84.00
UNPLUGGED WIRELESS LLC	SR TOWER RENTAL	2,105.80
UPS	SHIPPING/CONS	28.05
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR INTERNET	100.00
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	650.01
ZIEGLER INC	SR FILTERS	103.91
	<b>GRAND TOTAL</b>	<b>391,291.68</b>

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Claims Listing Report  
AUDUBON COUNTY  
10/02/2019 through 10/15/2019

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FUND TOTALS RECAP

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<u>Fund</u>	<u>Expended</u>
0001 GENERAL BASIC	29,327.70
0002 GENERAL SUPPLEMENTAL FUND	1,147.44
0004 CONSERVATION PARK IMPROVEMENT	4,800.00
0006 JAIL COMMISSARY	200.23
0010 MH/DD SERVICES FUND	193.80
0011 RURAL SERVICES BASIC FUND	25,348.03
0020 SECONDARY ROAD FUND	318,730.97
4000 EMERGENCY MGMT SERVICES FUND	53.96
4010 E-911 SURCHARGE FUND	867.90
4100 CO ASSESSOR AGENCY	896.18
5210 PAYROLL-MISCELLANEOUS	38.54
8500 HEALTH REIMBURSEMENT ACCOUNT	9,686.93
<b>GRAND TOTAL</b>	<b>391,291.68</b>

SUPERVISOR'S MINUTE BOOK 2019

October 21, 2019

A special meeting of the Board of Supervisors was called to order at 8:00 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Sarah Jennings, Lisa Frederiksen, Diana Munch and Bill Cramer.

Motion-Thompson Second-VanAernam to approve the agenda. Vote-all in favor

Attorney Jennings briefed the Board on her new employee Hilaree Walter.

Motion-VanAernam Second-Thompson to approve the Resolution 2019-45 as follows. Vote-all in favor.

**RESOLUTION 2019-45**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors, that effective October 21, 2019, Hilaree Walter, be employed as a full-time County Attorney Legal Assistant. Starting wage will be \$18/hr at 40 hours per week. Fringe benefits will follow the Audubon County Employee Information Handbook. Wage adjustments may be made at the six-month anniversary.

Dated Audubon County, Iowa this 21<sup>st</sup> day of October, 2019.

/s/Todd M Nelsen,  
Chairperson, Board of Supervisors Audubon County, Iowa

ATTEST:  
/s/ Diana L Munch, Deputy Auditor

Motion-Thompson Second-VanAernam to adjourn the meeting at 8:15 a.m.

Reconvened with discussion on custodial applications/interviews and discussion with part-time Custodian Bill Cramer.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

October 22, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Joni Hansen, Becky Marten, Chris Erlandson, Kent Grabill, Mitch Rydl and Laura Bacon.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of October 21 minutes, Flex Renewal, Procurement and Fraud policies and application procedures. Vote-all in favor

Motion-VanAernam Second-Thompson to approve the minutes of October 15, 2019. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the minutes of the October 21, 2019 meeting. Vote-all in favor.

Board of Supervisor update – WESCO; DCAT and Valley Business Park meetings.

The Board discussed the back-up needed for claims for retirement sick leave to use for the purchase of insurance. The Auditor's office will check with the State Auditor as to requirements for claim back-up. The Board discussed the block of time purchased from IP Pathways. Chris Erlandson will follow up and get information needed for invoices. The Board discussed a request for the county offering disability or vision insurance.

Motion-Thompson Second-VanAernam to approve corrected Resolution 2017-3 as follows. Vote-all in favor.

**CORRECTED  
RESOLUTION 2017-3**

**Assigning Ending Balances**

**WHEREAS**, the County continues to engage in planning for the future; and  
**WHEREAS**, the Board of Supervisors gives careful consideration to various expenditures that are vital to the county services provided and that are necessary in the future; and  
**WHEREAS**, the Board of Supervisors believes it is necessary to assign certain amounts in the ending fund balances to assist in the payment of these expenditures in the future in compliance with GASB 54; and  
**WHEREAS**, State Auditors have recommended the addition of assigning any debt payments for the upcoming year,  
**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that for all current and future budget/financial year-end reports beginning with the actual financial year-end FY16 and budget year FY17:

- that the ending balances of all "other general" funds established by the County shall have their entire ending balances assigned/restricted accordingly for the purposes of the fund in which it was established
- that the entire ending balance of the room & board/work release revenues for the sheriff department be set aside for the purposes established in Iowa Code 356.7

Passed and approved the 22nd day of October 2019 with the vote thereon being as follows:

Ayes: Nelsen, Thompson, VanAernam

Nays: None

/s/ Todd M. Nelsen, Chairperson  
Audubon County Board of Supervisor

/s/ Joni Hansen, Deputy Audubon County Auditor

Motion-Thompson Second-VanAernam to approve the Resolution 2019-46 as follows. Vote-all in favor.

**RESOLUTION 2019-46**

**Assigning Ending Balances**

**WHEREAS**, the County continues to engage in planning for the future; and  
**WHEREAS**, the Board of Supervisors gives careful consideration to various expenditures that are vital to the county services provided and that are necessary in the future; and  
**WHEREAS**, the Board of Supervisors believes it is necessary to assign certain amounts in the ending fund balances to assist in the payment of these expenditures in the future in compliance with GASB 54; and  
**WHEREAS**, State Auditors have recommended the addition of assigning any debt payments for the upcoming year,  
**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that for AFR year FY19 that additional amounts shall be assigned out of the general basic fund:

- \$22,000 for Audubon County Fairboard annual allocation to be given in entirety in July 2019

Passed and approve this 22nd day of October, 2019.

/s/Todd M Nelsen,  
Chairperson, Board of Supervisors Audubon County, Iowa

ATTEST:  
/s/ Joni Hansen, Deputy Auditor

Kent Grabill, Weed Commissioner, met with the Board. The Chairman opened the Public Hearing on the cost of weed destruction/reimbursement collection. No oral or written objections were received. Grabill reviewed the process involved regarding weed destruction collection. Motion-Thompson Second-VanAernam to close the public hearing at 10:15 a.m. Vote-all in favor. Motion-Thompson Second-VanAernam to assess the costs weed destruction of \$921.46 to Parcel #05-11-04-004-240. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Motion-VanAernam Second-Thompson to amend the agenda to add a utility permit for Windstream, Leroy 25. Vote-all in favor. Motion-VanAernam Second-Thompson to approve a utility permit for Windstream, Leroy 25. Vote-all in favor. Discussion was held regarding the curb on 190<sup>th</sup> Street west of Hwy.

71 and the water overflow when it rains. Motion-Thompson Second-VanAernam to approve an Audubon County Procurement Policy. Vote-all in favor. Motion-VanAernam Second-Thompson to approve an Audubon County Fraud Reporting Policy. Vote-all in favor. (Both of these policies are available to view at the Auditor's Office.) Discussion was held regarding ordinance procedures. Weekly update: culvert work, stockpile rock for bridge project; bridge work and bridge inspections.

Motion-Thompson Second-VanAernam to approve the deletion of PHN asset #650, wooden desk. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve MMP Updates for Sunburst Valley Farms LLC, Aaron Juergens-Moonlight, ID#64179; AMVC RE LLC, ALKAJA LLC-formerly Lange Hog LLC, ID#65042; Nick Smith, N & J Smith Farms LLC, ID#65024 and Lawrence Handlos, Handlos Ranch, ID#60990. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the 2020 Flex Renewal Plan. Vote-all in favor.

The Board discussed application procedures. Motion-VanAernam Second-Thompson to form a hiring committee comprised of Board Chairman, Auditor and Sheriff to review custodial applications. Vote-all in favor.

Motion-Thompson Second-VanAernam to adjourn the meeting at 11:52 a.m.



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Chairman, Audubon Co. Board of Supervisors

Attest:



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Audubon County Deputy Auditor

October 29, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Lisa Frederiksen, Joni Hansen, Becky Marten, Kent Grabill, Mitch Rydl, Deb Campbell, Bob Josten and Renee VonBokern via telephone, Chris Erlandson, Teresa Murray and Bill Cramer.

Motion-Thompson Second-VanAernam to approve the agenda with the addition of courtroom lights, refrigerator, snow removal and battery back-ups. Vote-all in favor

Kent Grabill met with the Board. Motion-VanAernam Second-Thompson to appoint Kent Grabill as Weed Commissioner for a period beginning January 1, 2020 through December 31, 2020. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Motion-VanAernam Second-Thompson to accept the resignation of Crew Leader Eddie Steffes effective November 8, 2019. Vote-all in favor. Motion-Thompson Second-VanAernam to approve UVP for JEO for GR15 & 17 project. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the Resolution 2019-47 as follows. Vote-all in favor.

**RESOLUTION FOR ORDINANCE TO ESTABLISH A POLICY FOR THE CONSTRUCTION AND RECONSTRUCTION OF ROADWAYS AND BRIDGES ON THE AUDUBON COUNTY SECONDARY ROAD SYSTEM  
PUBLIC HEARING NOTICE  
RESOLUTION 2019-47**

**WHEREAS**, a request from the County Engineer has been filed with the Audubon County Board of Supervisors asking that action be taken to establish a policy for the construction of roads, reconstruction of roads, construction of bridges, reconstruction of bridges and other roadway and drainage features associated with road and bridge construction.

**NOW, THEREFORE BE IT HEREBY RESOLVED**, that a hearing on the proposed ordinance will be held in the Board Room, Audubon County Courthouse, Audubon, Iowa, 50025, at 10:00 a.m. on Tuesday, November 12, 2019, in accordance with Iowa Code Chapter 331.305.

/s/Todd M Nelsen.  
Chairperson, Board of Supervisors Audubon County, Iowa

ATTEST:  
/s/ Joni Hansen, Deputy Auditor

Weekly activity: bridgework, bridge inspections, discussed repairs to motor graders and warranties and also discussed snow removal.

Motion-Thompson Second-VanAernam to approve the minutes of the October 22, 2019 board meeting. Vote-all in favor. No Board of Supervisor meeting update.

Deb Campbell discussed the Tyler financial program presentation. Discussion was held regarding a scanning option. Campbell also discussed some assets that her office no longer needs.

The Board discussed the split of the cost of the drone that was not covered by the safety grant. The Sheriff and Secondary Roads will split the additional cost.

Mitch Rydl returned to the meeting and Nelsen called Bob Josten. Josten discussed a proposed Urban Renewal Plan Amendment. The Board discussed six proposed projects, grants to communities, bonding capacity and financial advisor services regarding the TIF.

Bill Cramer asked the Board what the status of hiring a custodian. Discussion was held regarding snow removal. The Board discussed the light in the courtroom that isn't working correctly and will wait until a new custodian is hired and also that the refrigerator can be moved to the Clerk's office at any time.

Chris Erlandson, IT, discussed the purchase of battery back-ups and also extra keyboards that are in the computer room.

Motion-Thompson Second-Nelsen to amend the agenda to approve a Revised Iowa DOT Agreement for Bridge Federal Aid SWAP Funding. Vote-all in favor. Motion-Nelsen Second-Thompson to approve a Revised Iowa DOT Agreement for Bridge Federal Aid SWAP Funding. Vote-all in favor.

Motion-VanAernam Second-Thompson to accept the resignation of Deputy Jon Spunaugle effective November 5, 2019. Vote-all in favor. Nelsen contacted Todd Johnson regarding the repayment of the training expenses and the additional amount needed for the drone.

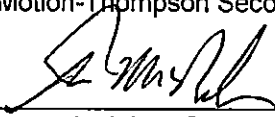
The Board stated that they are not interested in employee paid disability or vision insurance at this time.

The Board and Lisa Frederiksen discussed snow removal for the courthouse and the possibility of hiring someone to help with snow removal on nights and weekends. Motion-Thompson Second-VanAernam to approve placing an ad for snow removal. Vote-all in favor. Discussion was held regarding locking the courthouse and also a committee to review applications, interviewing and how other counties handle custodial duties and hiring.

The Board discussed the pop and candy machines. Teresa Murray stated that the Wellness Committee had requested to have a vending machine with some healthy snacks or drinks. Nelsen read a message from Melissa Thygesen stating that Doug Weston had turned the keys for the pop machines over to her and that he had sold her the candy machines. The Board instructed Murray to contact the vending company and move forward with getting healthier choices.

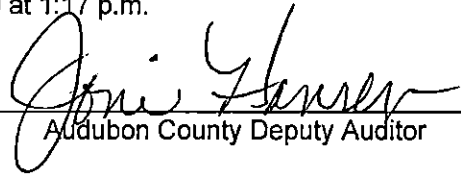
The Board contacted Renee VonBokern and discussed a payroll question regarding sick time not counting toward overtime.

Motion-Thompson Second-VanAernam to adjourn the meeting at 1:17 p.m.



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Chairman, Audubon Co. Board of Supervisors

Attest:



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Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

November 5, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Vice-Chairman Rick Thompson. Present: Gary VanAernam. Absent: Todd Nelsen. Others present were Lisa Frederiksen, Joni Hansen, Chris Erlandson, Hilary Walter, Renee Von Bokern via telephone, Janell Bluml, Mitch Rydl, Ron Pieracci via telephone and Dave Lake.

Motion-VanAernam Second-Thompson to approve the agenda with the additions of Clerk's report, IT update and Lock Out/Tag Out Policy. Vote-all in favor

Motion-Thompson Second-VanAernam to approve the minutes of the October 29, 2019 meeting. Vote-all in favor.

Chris Erlandson, IT, discussed the break-out of workstations and stated all workstations with anti-virus will be supported and counted and that Androids do not need anti-virus. Chris stated there was a total of 52 or 53, not including the servers.

Nelsen stated that interviews for the custodial position will be conducted this week. Motion-VanAernam Second-Thompson to approve an ad for the newspaper for the rental of the county owned farm ground. Vote-all in favor.

Hilary Walter of the Attorney's office, will pass on to Attorney Jennings that the Board requests that she start the process of requesting refunding of the training expenses for the deputy that resigned.

The Board placed a call to Renee Von Bokern, HR, to clarify the Articles modified by the Letter of Understanding regarding overtime for the dispatchers. Von Bokern stated the elected official would have to approve any variation of hours.

Motion-Thompson Second-VanAernam to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$551,312.66. Vote-all in favor.

Board of Supervisor update – upcoming Region XII and ACED meetings.

Motion-Thompson Second-VanAernam to approve the Allowance/Disallowance of the 2019 Family Farm Applications. Vote-all in favor.

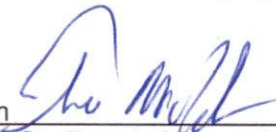
Motion-VanAernam Second-Thompson to accept and place on file the Recorder's October Report of Fees. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file the Clerk of Court's October Report of Fees. Vote-all in favor.

The Board called Ron Pieracci of Tyler Technologies. Ron will come out to meet with the Board at their next meeting to clarify any questions there might be regarding the proposal.

Mitch Rydl gave the Secondary Road update. Motion-Thompson Second-VanAernam to approve a Windstream utility permit for 2219 250<sup>th</sup> St. Vote-all in favor. Motion-VanAernam Second-Thompson to approve a Windstream utility permit for 1464 210<sup>th</sup> St. Vote-all in favor. Rydl reviewed a revised Lockout/Tag Out Policy. Motion-Thompson Second-VanAernam to approve a revised Lockout/Tag Out Policy. Vote-all in favor. Rydl stated he wants to review projects in our current urban renewal plan. Weekly update: discussed extended warranties, working on culverts, blading, spotting rock, bridge inspection reports and bridge work. Rydl stated that there have been two insurance claims, a tire that blew out and one regarding damage to a telephone pedestal and that they have turned over to ICAP.

Dave Lake gave the Board a check for a grant that is to go toward the wall in the computer room. Lake discussed why checks issued to the county are made payable to Audubon County and E911 and what would be involved and the cost in separating E911 from the county. The Board felt there is no reason to change anything at this time. Lake also briefly discussed workman's compensation.

Motion-Thompson Second-VanAernam to adjourn the meeting at 11:54 a.m. Vote-all in favor.

/s/Todd Nelsen   
Chairman, Audubon Co. Board of Supervisors

Attest: /s/Joni Hansen  
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

November 7, 2019

The special meeting of the Board of Supervisors was called to order at 10:35 a.m. by Chairman Nelsen. Present: Todd Nelsen and Rick Thompson. Absent: Gary VanAernam. Others present were Lisa Frederiksen and Todd Johnson.

Motion-Thompson Second-Nelsen to approve agenda with addition of discussion on repayment request of former deputy sheriff on schooling reimbursement to the County. Vote-all in favor.

Motion-Thompson Second-Nelson to reschedule the second-tier canvass of the November 5<sup>th</sup> election to Monday, November 18, 2019 to accommodate the school board meetings being conducted that evening. Vote-all in favor.

Discussion on former deputy's request to extend repayment due to county for schooling expenses. Board will further discuss/consider at their next regular meeting.

Interview committee made recommendation to the Board pursuant to interviews conducted for the vacant maintenance/custodial position. Motion-Thompson Second-Nelsen to accept the recommendation of the committee and make offer to John Hansen for the full-time maintenance/custodial position. Vote-all in favor.

Brief discussion on status of urban renewal plan amendment currently being proposed.

Motion-Thompson Second-Nelsen to adjourn the meeting at 11:10 a.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor



Claims Listing Report  
 AUDUBON COUNTY  
 10/16/2019 through 11/05/2019

Vendor	Description	Amount
IRON SHOP	SR PARTS/LABOR/TIRES	3,132.30
ISAC-GROUP HEALTH PROGRAM	ISAC HEALTH NOV	77,363.00
ISSDA FINANCIAL ADMINISTRATOR	SCHOOL REG/SHERIFF	150.00
JESSEN, DWIGHT	SR INSURANCE RIEMBS	115.80
JOHN DEERE FINANCIAL	FILTER/OIL/CONS	70.21
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	160.50
MARRIOTT	SR ADMIN SUBS	138.88
MEDIACOM	CABLE SERVICE/SHER	128.70
MIDAMERICAN ENERGY CO	SR ELECTRIC	1,073.34
NATIONAL DIST ATTORNEYS ASSN	ATTY CONF REG	250.00
NEW OPPORTUNITIES INC	OCTOBER GEN RELIEF	1,325.00
NORSOLV SYSTEMS ENVIRON SERV	SR PARTS CLEANING	335.90
O'HALLORAN INTERNATIONAL	SR PARTS	1,910.84
OPTIONS INK	SR SIGNS	31.90
PAT KAISER'S CHRISTIANSEN MTRS	VEH RPRS/LABOR/SHERIFF	123.46
PRODUCTIVITY PLUS ACCOUNT	RS TOOLS/PARTS	380.41
QUALIFICATION TARGETS INC	STILL LIFE TARGET/SHERIFF	41.10
RIESGAARD FARM SUPPLY	RS GRASS SEED	640.00
RIESGAARD, DUSTIN	SR SAFETY	111.00
RIESGAARD, GARY N	LODGING/MLG/MEALS/VA	699.51
SCHAEFFER'S SPECIALIZED LUBR	SR GREASE	423.00
SPUNAUGLE, JON	MEAL REIMB/SHERIFF	63.36
STATE MEDICAL EXAMINER'S OFFIC	AUTOPSY REIMB	2,147.00
STONE PRINTING OFFICE PRODUCTS	BALLOT PAPER/ELEC	107.87
STRANDELL, AMY	MTG MEALS/ASSR	40.00
TASC	DEC-FEB ADM/RENEWAL FEE	175.36
THE OFFICE STOP	OFF SUPP/TREAS	23.94
THOMSON REUTERS WEST PYMT CTR	LAW PUBLICATIONS/ATTY/CRT	463.50
TIRES & SERVICE INC	SR LABOR/TIRES	277.00
TRUCK EQUIPMENT INC	SR PARTS	139.55
UMLAND, DEBRA	MTG MLG/MEALS/ASSR	250.03
US CELLULAR	RS PHONE	1,305.01
VERIZON WIRELESS	TELE/SUPP/SHERIFF	853.63
VETTER EQUIPMENT - NAPA 1	CUST SUPP/SHERIFF	73.89
WARNER PLASTICS AND LINERS	SR PARTS	2,575.00
WEGNER, DALE	SR INS REIMBS	371.13
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR INTERNET	100.00
WESTON, DOUGLAS	SUPP INS REIMB	214.50
WINDSTREAM IOWA COMMUNICATIONS	SR TELEPHONE	2,625.36
YOUTH SHELTER CARE OF NORTH CE	SEPT SHELTER CARE REIMB	1,399.50
<b>GRAND TOTAL</b>		<b>551,312.66</b>

10/16/2019 through 11/05/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUSTODIAL SUPP	42.92
AGRI DRAIN CORPORATION	SR CULVERT MTRLS	460.58
AGRILAND FS INC	FUEL/CONS	341.00
AMAZON CAPITAL SERVICES	DP SUPP/RECD	2,110.66
AUDUBON CITY	GEN RELIEF/WATER	200.00
AUDUBON CO ADVOCATE JOURNAL	WC PULIC NOTICE	10.78
AUDUBON CO EXTENSION SVC	RS TRAINING	35.00
AUDUBON CO SHERIFF	SERVICE FEE/SHER	400.74
AUDUBON COUNTY	HRA REIMB INV	28,064.00
AUDUBON DIESEL LLC	SR PARTS	207.16
AUDUBON MEDIA CORPORATION	ENVELOPES/SHERIFF	44.00
BRAND, DAVID	WATERSHED RPRS REIMB	226.38
BRAND, SCOTT	WATERSHED RPRS REIMB	182.00
BRAYTON CITY CLERK	SR RUT REIMBS	617.88
BROWN SUPPLY CO INC	SR CHAINS	466.00
BRUUN, CAROLYN	LODGING REIMB/RECORDER	150.36
BUSINESS CARD	MTG LODGING/SHER	385.24
BW GAS & CONVENIENCE RETAIL	FUEL/ASSESSOR	111.77
CAMPBELL, DEBBIE M	MTG MLG REIMB/TREAS	41.01
CATERPILLAR FINANCIAL SERV COR	SR ASSET/INTS	222,945.76
CLARK SERVICE AND EXHAUST LLC	VEH EXP/LABOR/SHERIFF	135.06
CORPORATE OFFICE	WKLY FLEX FUNDING	314.60
COUNSEL	M/A COPIER/ASSR	247.06
DENCO HIGHWAY CONSTRUCT CORP	SR HMA CONTRACT	111,198.00
DOLLAR GENERAL CORP	CUST SUPP/PHN	25.00
ECOLAB PEST ELIMINATION DIV	JAIL PEST CTRL/SHERIFF	81.10
FARM & HOME PUBLISHERS	PLAT BOOKS	700.00
FASTENAL CO	SR PARTS/WELD/BOLTS	480.16
FELD FIRE	CH FIRE EXT INSPECTION	170.00
FIRSTLINE OUTDOOR POWER	RS SAWS/PARTS	1,212.90
GRABILL, KENT	RS SAFETY	130.00
GRAHAM TIRE STORM LAKE	TIRES/SHERIFF	560.00
GREENE CO SHERIFF'S OFFICE, JACK J WILLIA	SERVICE FEE/ATTY	49.06
GUTHRIE CO ENVIRONMENTAL HLTH	1ST QTR SANITARIAN REIMB	6,566.48
GUTHRIE COUNTY REC	SEPT ELECTRIC/CONS	2,423.57
HAMILTON COUNTY SHERIFF'S OFFI, DOUGLAS	SERVICE FEE/ATTY	32.00
HANSEN'S M&M SERVICES	E911 ADDRESS REIMB	40.00
HAWKINS INC	PLBG SUPP/CONS	134.30
HCPRO/DECISION HEALTH	ICD CODING/PHN	201.10
HEALTHPRO HERITAGE AT HOME LLC	PT/PTA/MLG REIMB/PHN	3,060.00
HEART OF IA COMMUNITY SERVICES	2ND QTR MH/DD REIMB	42,300.75
HEMMINGSSEN, CHRIS	SR ADMIN MILEAGE REIMBS	79.56
HOLIDAY INN AIRPORT	MTG LODGING/ASSR	772.80
IA LAW ENFORCEMENT ACADE, ST FISCAL OFF	JAIL SCHOOL REIMB/SHER	375.00
INLAND TRUCK PARTS COMPANY	SR PARTS	97.14
INMAN, KATHY	HEALTH INS REIMB/SHER	147.66
IOWA IAI, MARSHALLTOWN POLICE DEPT	IAI MTG REG/SHERIFF	75.00
IP PATHWAYS	SR DATA SERVICE	20,832.14

SUPERVISOR'S MINUTE BOOK 2019

November 12, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Gary VanAernam and Rick Thompson. Others present were Lisa Frederiksen, Joni Hansen, Diana Munch, Becky Marten, Todd Johnson, Deb Umland, Teresa Murray, Phil Mennenoh, Gary Riesgaard, Miranda Bills, Chris Erlandson, Mitch Rydl, Deb Campbell, Sarah Jennings, Ron Pieracci and Chris Hemmingsen and Joan Becker via telephone.

Motion-VanAernam Second-Thompson to approve the agenda with the additions of Attorney staff salary. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the minutes of the November 5, 2019 meeting. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the minutes of the November 7, 2019 meeting. Vote-all in favor.

Board of Supervisor update – ACED and WESCO, upcoming DCAT meetings. The Department meeting was held and extra keyboards, the 5% Wellness discount, drone and jail tours were discussed.

Motion-VanAernam Second-Thompson to accept and place on file the Auditor's October month-end reports. Vote-all in favor.

Sarah Jennings discussed a three-year grant her department had received for the Victim Witness program and the additional duties that Angie Baylor will have to take on and that a portion of the money from the grant can be used for her wages as Victim Witness Coordinator. Jennings also discussed the procedure for approving an ordinance.

Mitch Rydl gave the Secondary Road update and stated they have been working on a low-water crossing, snow fence and snow removal. Rydl also discussed repairs to two motor graders that are still under warranty.

Chairman Nelsen opened the public hearing on Construction of Roadways and Bridges. No oral or written comments were received. Motion-VanAernam Second-Thompson to close the public hearing at 10:14. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the first reading and waive the second and third readings and approve Ordinance No. 2019-1 as follows. Vote-all in favor.

**AUDUBON COUNTY  
ORDINANCE 2019-1**

**AN ORDINANCE TO ESTABLISH A POLICY FOR THE CONSTRUCTION AND RECONSTRUCTION  
OF ROADWAYS AND BRIDGES ON THE AUDUBON COUNTY SECONDARY ROAD SYSTEM**

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS AUDUBON COUNTY:**

**SECTION 1 – PURPOSE**

The purpose of this ordinance is to establish Audubon County's policy for the construction of roads, reconstruction of roads, construction of bridges, reconstruction of bridges and other roadway and drainage features associated with road and bridge construction.

**SECTION 2 -- LEVEL OF SERVICE**

The level of service shall be based on traffic counts, pavement type, roadway geometrics and other data used in accepted engineering design as established by the County Engineer, Iowa Department of Transportation and the Federal Highway Administration.

**SECTION 3 – DESIGN CRITERIA**

In implementation, this policy shall set the minimum design standards that Audubon County will follow in the construction or reconstruction of roads and bridges. These criteria shall be based on accepted engineering practices and standards established by the Iowa Department of Transportation and the Federal Highway Administration.

The County Engineer shall assure the minimum design standards established herein are adhered to in a uniform manner unless, in his or her professional judgment, a deviation from standards is warranted. Minimum design standards are not subject to discretionary enforcement. Any deviations must be documented as unreasonable and/or impossible to implement by the County Engineer and/or the County Board of Supervisors.

**PAVED ROUTES**

**A) New Pavement**

- 1) New pavement shall be constructed to a minimum pavement width of 22 feet.
- 2) Minimum PC or HMA pavement thickness shall be 8 inches.

**B) Reconstruction of Pavement**

- 1) Paved roads shall be reconstructed with a 22 foot wide pavement or to the previous pavement width, whichever is greater with granular shoulders.

**UNPAVED ROADS**

**A) Gravel Roads**

- 1) New construction of a gravel road shall have a 28 foot finished top, including shoulders.
- 2) Reconstruction of a gravel road shall be to the previous width prior to reconstruction.

**BRIDGES & Drainage Structures**

**A) Paved Routes**

- 1) Bridges on paved routes shall be built with a minimum width of 30 feet.

- 2) Culverts may be metal or concrete. Pipe culverts larger than 54 inches in diameter may be substituted with reinforced box culverts.
- 3) Design for drainage structures will be governed by accepted hydraulic design standards. Input from IDNR, Corp of Engineers, Iowa DOT, NRCS, or USGS may impact the size and type of the structure to be placed.

B) Unpaved Routes

- 1) Bridges will normally be a minimum of 24 feet on gravel roads. Dead end roads may be narrower at the discretion of the County Engineer
- 2) Culverts may be metal or concrete. Pipe culverts larger than 54 inches in diameter may be substituted with reinforced box culverts.
- 3) Design for drainage structures will be governed by accepted hydraulic design standards. Input from IDNR, Corp of Engineers, Iowa DOT, NRCS, or USGS may impact the size and type of the structure to be placed.

**SECTION 4 -- REPEALER**

All ordinances and resolutions, or parts thereof, in conflict herewith are hereby repealed.

**SECTION 5 -- SEVERABILITY CLAUSE**

If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 6 -- WHEN EFFECTIVE**

This ordinance shall be in effect immediately after its final passage and publication as provided by law. In addition, this ordinance shall remain in effect until such time the Board of Supervisors passes a future ordinance repealing this ordinance.

Passed and approved this 12th day of November, 2019.

Audubon County Board of Supervisors  
/s/ Todd M. Nelsen, Chairman  
 /s/ Rick Thompson  
 /s/ Gary VanAernam

ATTEST:

/s/ Joni Hansen, Deputy Auditor

First Reading: November 12, 2019  
 Second Reading: November 12, 2019  
 Third Reading: November 12, 2019  
 Approved: November 12, 2019  
 Published: November 15, 2019

Sheriff Todd Johnson presented quotes for a new Tahoe. Motion-Thompson Second-Nelsen to approve a low quote of \$21,500.00 for a 2020 Tahoe with trade from Pat Kaiser's Christiansen Motors. Vote-all in favor. Other quotes came in for \$22,234.00 and \$23,165.00.

Ron Pieracci of Tyler Technologies reviewed a proposal for the Incode 10 Financial program. Motion-Thompson Second-Nelsen to approve Resolution 2019-48 as follows. Vote-all in favor.

**Resolution 2019-48**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that pending pre-employment physical certification, effective November 25, 2019 John Lee Hansen be employed as full-time Custodian/Maintenance with starting rate of \$19.25/hour. This position will be non-union and follow the Audubon County Employee Information Handbook. Scheduling of workday/hours will be under direction of the Board of Supervisors.

Dated at Audubon County, Iowa this November 12, 2019.


/s/ Todd M. Nelsen  
 Chairperson, Board of Supervisors  
 Audubon County, Iowa

ATTEST:

By: /s/ Joni Hansen  
 Audubon Deputy County Auditor

Motion-Thompson Second-Nelsen to adjourn the meeting at 12:20 p.m. Vote-all in favor.

  
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 Chairman, Audubon Co. Board of Supervisors

Attest:   
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 Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

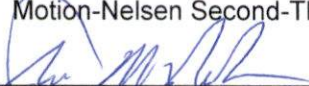
November 13, 2019

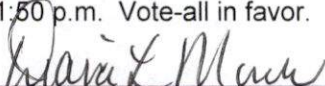
The special meeting of the Board of Supervisors was called to order at 1:00 p.m. by Board Chairman Nelsen. Present were Todd Nelsen, Rick Thompson and Diana Munch.

Motion-Thompson Second-Nelsen to approve the agenda. Vote-all in favor.

The Board convened as the Official Board of Canvassers for the first tier canvass held at 1:00 p.m. The Board canvassed the votes from the November 5, 2019 city school election for the cities of Audubon, Exira, Kimballton, Brayton and Gray and the following schools: Adair Casey, Atlantic, Audubon, Coon-Rapids Bayard, Cumberland Anita Massena, Exira-Elk Horn Kimballton, Guthrie Center and Manning. The Board instructed the Auditor's office to forward the abstracts, results and certificates on to the City Clerk of each municipality, School Secretaries of each school district that are not in Audubon County and Auditor's/Commissioner of Election's that are the control counties for such schools.

Motion-Nelsen Second-Thompson to adjourn the meeting at 1:50 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor Deputy

SUPERVISOR'S MINUTE BOOK 2019

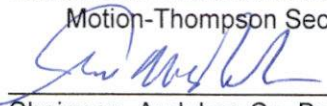
November 18, 2019

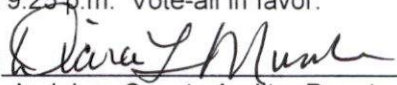
The special meeting of the Board of Supervisors was called to order at 9:00 a.m. by Board Chairman Nelsen. Present were Todd Nelsen, Rick Thompson and Diana Munch.

Motion-Thompson Second-Nelsen to approve the agenda. Vote-all in favor.

The Board convened as the Official Board of Canvassers for the 2<sup>nd</sup> tier canvass held at 9:00 a.m. The Board canvassed the votes from the November 5, 2019 city school election 2<sup>nd</sup> tier canvass for the following schools: Audubon (Audubon and Guthrie County results) and Exira-Elk Horn-Kimballton (Audubon, Cass, Shelby and Guthrie County results). The Board instructed the Auditor's office to forward the abstracts, results and certificates on to the School Secretaries of each school district that the Audubon County Auditor/Commissioner of Election is the control county for such schools.

Motion-Thompson Second-Nelsen to adjourn the meeting at 9:25 p.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Auditor Deputy

SUPERVISOR'S MINUTE BOOK 2019

November 19, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson. Absent: Gary VanAernam. Others present were Joni Hansen, Becky Marten, Chris Erlandson, Bill Cramer and Mitch Rydl.

Motion-Thompson Second-Nelsen to approve the agenda with the additions of SR utility permits, IT update and custodial hours. Vote-all in favor.

Motion-Thompson Second-Nelsen to approve the minutes of the November 12, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-Nelsen to approve the minutes of the November 13, 2019 meeting. Vote-all in favor.

Chris Erlandson, IT, discussed obtaining a proposal from Aureon for internet services. Chris will try to schedule a meeting for Dec. 3.

Motion-Thompson Second-Nelsen to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$392,361.98. Vote-all in favor.

Board of Supervisor update – Partnership for Families, Heart of Iowa, WESCO and Landfill meetings.

Motion-Thompson Second-Nelsen to accept and place on file a MMP update for Sporrer Farms-Dave & Gary Sporrer, ID#56341. Vote-all in favor.

Bill Cramer discussed snow removal and building checks on the weekend and holidays.

The Board discussed the proposal for Incode 10 from Tyler Technologies. Motion-Nelsen Second-Thompson to approve the Tyler Technology proposal for the Incode 10 Software. Vote-all in favor.

Mitch Rydl gave the Secondary Road update. Motion-Thompson Second-Nelsen to approve the Offer to Purchase/Agreements for GR15 &17 BROS-SWAPC005(54) with Jev-Mar Farms, Inc. and Raymond Coglon. Vote-all in favor. Motion-Nelsen Second-Thompson to approve a utility permit for MidAmerican Energy at 1906 170<sup>th</sup> St. Vote-all in favor. Motion-Thompson Second-Nelsen to approve a utility permit for MidAmerican Energy at 1965 140<sup>th</sup> St. Vote-all in favor. Motion-Nelsen Second-Thompson to approve a utility permit for MidAmerican Energy at 2166 Heron Place. Vote-all in favor. Weekly update: Putting up snow fence; low-water crossing; ditch cleaning and field entrances. Rydl also discussed extended warranties on the motor-graders and where to purchase rock.

The Board called Ron Pieracci of Tyler Technologies and left a message. Motion-Thompson Second-Nelsen to adjourn the meeting at 12:42 p.m. Vote-all in favor.

  
\_\_\_\_\_  
Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

11/06/2019 through 11/19/2019

Vendor	Description	Amount
911 CUSTOM	VEH EXP/LIGHT/SHER	116.51
ACE HARDWARE	BATTERY/PHN	922.10
AGRI DRAIN CORPORATION	TILE/DISK GOLF/CONS	238.35
AGRILAND FS INC	FUEL/EMG MGT	1,511.13
AGRILAND FS INC 73	RS LP	15,927.90
AMAZON CAPITAL SERVICES	SR ENG SUPPLIES	2,692.46
ARNOLD MOTOR SUPPLY	SR PARTS/FILTERS/TOOLS/SAFETY	498.95
ASHCRAFT, ALAN	ABS ELEC WKR/MLG	62.90
ASHCRAFT, SANDY	ELEC WKR	15.75
AUDUBON CITY	SR WATER	1,132.58
AUDUBON CO ADVOCATE JOURNAL	BOS MIN/HELP WANTED ADV	2,169.40
AUDUBON CO SHERIFF	SERVICE FEE/SHER	784.91
AUDUBON FOOD LAND	COMM/JAIL/MIS SUPP/JAIL MEALS	2,357.02
AUDUBON MEDIA CORPORATION	ENVELOPES/SHER	44.00
BAKER, RICHARD M	VA MTG REIMB	143.72
BLOMME, LINDA	ELEC WKR REIMB	139.50
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICE	592.50
BOHLMANN, RICK	VA RENT REIMB	500.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB	48.45
BW GAS & CONVENIENCE RETAIL	FUEL/VEH EXP/ASSR	70.19
CARD SERVICES	DSL/TELE/MISC SUPP/CONS	286.65
CARLSON PROPERTY HOLDINGS, AUDUBON FR	VA RENT REIMB	715.00
CASS CO HEALTH SYSTEM	RS HEATH SERVICES	242.00
CENTRAL IA DISTR INC	CH CUST SUPPLIES	271.30
CENTRAL IOWA WATER INC	CH CUST SUPPLIES	410.70
CENTURYLINK	E911 TELE	14.00
CITY SERVICE & PARTS	OIL/FLUIDS/SAFEY SUPP/CONS	756.95
CLARK SERVICE AND EXHAUST LLC	VEH RPRS/LABOR/SHER	636.89
CLARK, PATRICIA	ADM/PHN MLG REIMB	154.02
COUNSEL	M/A COPIER/PHN	51.34
D & J SUPPLY	SR LABOR/TIRE REPAIR	365.50
DOLLAR GENERAL CORP	OFF/MISC SUPP/SHERIFF	43.45
DREES HEATING & PLUMBING INC	CH BOILER RPRS/LABOR	957.22
ECOLAB PEST ELIMINATION DIV	JAIL PEST CTRL/SHER	81.10
EXIRA CITY	SR WATER	312.56
EXIRA FARM SERVICE	TIRE RPRS/CONS	66.45
EXIRA PLUMBING & HEATING	SR BLDG REPAIRS	77.10
FASTENAL CO	SR BOTLS	236.97
FELD FIRE	FIRE EXP MAINT/SHER	70.00
GALLS LLC	NAMEPLATE/SHER	195.88
GIBSON, DON	ELEC WKR REIMB	135.00
GUTHRIE COUNTY REC	ELECTRIC/CONS	2,065.81
HANSEN REPAIR	TIRE RPRS/LABOR/SHERIFF	217.20
HANSEN'S M&M SERVICES	MAP SITES/E911	832.75
HEALTHPRO HERITAGE AT HOME LLC	PT/PTA/OTA/MLG REIMB/PHN	1,270.00
HOUSBY MACK INC	SR PARTS	326.73
IMAGETEK INC	M/A RENEWAL/TREAS	882.00
IMWCA	SR WORK COMP	4,136.00



Claims Listing Report  
 AUDUBON COUNTY  
 11/06/2019 through 11/19/2019

Vendor	Description	Amount
INMAN, KATHY	INS PREM REIMB/SHER	147.66
IP PATHWAYS	BACKUP OCT REIMB	39.76
IRON SHOP	VEH/TIRE RPRS/LINER/LABOR/CONS	2,537.53
JACOBSEN INC OF ADAIR	SEWER PLBG SUPP/CONS	2,110.74
JENNINGS, SARAH	TELE REIMB/ATTY	117.94
JENSEN, CHRIS	ABS ELEC WKR/MLG REIMB	29.64
JOHN DEERE FINANCIAL	RS PARTS	110.34
JOHNSON, TODD W	OFF SUPP REIMB/SHER	17.39
KAM LINE HIGHWAY MARKINGS INC	SR CONSTRACT PAINTING	18,823.68
KELLY, DONNA	SHOP TOOLS/CONS	225.00
KIMBALL MIDWEST	SR PARTS/BOLTS	574.68
KRISTY, SCOTT	ELEC WKR REIMB	135.00
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	75.99
LANDUS COOPERATIVE	WEED SPRAY/CONS	664.73
MARNE-ELK HORN TELEPHONE CO	TELE/E911	146.90
MARTEN, BECKY L	ELEC WKR REIMB	155.00
MARTIN, PAMELA	VA TRANSPORT REIMB	160.00
MEDICAP PHARMACY #8051	INMATE MEDS/SHER	58.54
MENARDS	ELEC/CAMPING/MISC SUPP/CONS	588.58
MENNENOH, PHILIP	TELE REIMB/EMG	50.00
METAL CULVERTS INC	SR CULVERTS	47,676.00
MEYERS, GLEN	ELEC WKR REIMB	135.00
MICHAEL, BRETT P	MH ADVOCATE MLG REIMB	94.35
MIDAMERICAN ENERGY CO	VA ELECTRIC REIMB	930.81
MIDWEST COMPLIANCE ASSOCIATES	HIPAA CONSULTING SER	1,000.00
MIDWEST RADAR & EQUIPMENT	VEH LABOR/SHER	280.00
MIDWEST SPRAY TEAM & SALES INC	RS CHEMICALS	1,035.00
MIDWEST WHEEL COMPANIES	SR PARTS/ADDITIVES	144.44
MURRAY, SARAH	HCA/HMK MLG REIMB	75.48
NACVSO	VA MEMBERSHIP FY20	50.00
NELSON, ROBERT J	ADM/PHN/BT MLG REIMB	68.85
NELSON, ROGER B	VA RENT REIMB	425.00
NORTHERN SAFETY CO INC	SR SAFETY	220.08
O'HALLORAN INTERNATIONAL	SR PARTS	971.87
OLSEN, FRANK	VA MTG/MLG REIMB	61.22
OMAHA WORLD-HERALD	DEPUTY ADV/SHERIFF	1,214.80
OSVALD, SUSAN	ABS ELEC WKR/MLG REIMB	32.70
PAT KAISER'S CHRISTIANSEN MTRS	NEW VEHICLE/SHER	21,500.00
PETERSEN, JEAN	ELEC WKR REIMB	135.00
POSTMASTER	PO BOX RENTAL/SHERIFF	76.00
PRODUCTIVITY PLUS ACCOUNT	OIL/CONS	28.68
RASMUSSEN LUMBER CO	SR BLDG/CUVLERT SUPPLIES	101.05
REGISTER MEDIA	DEPUTY ADV/SHERIFF	1,384.05
REYNOLDS, JENNIFER L, CSR-RPR	TRANSCRIBING REIMB/ATTY	61.00
ROKKE, JASON	MTG MEAL REIMB/SHER	56.77
RYDL, MITCH	SR MILEAGE REIMBS	134.84
SAFARILAND LLC	INVESTIGATION SUPP/SHER	106.35
SCHILDBERG CONSTRUCTION INC	SR GRANULAR MTRL	103,326.76

Claims Listing Report  
AUDUBON COUNTY

11/06/2019 through 11/19/2019

Vendor	Description	Amount
SCHULTES, LOUIS	TWP MTG REIMB	15.00
SECURE BENEFITS SYSTEMS	HRA MONTHLY FEES/NOV	9,804.13
SMITH, DENNIS	ELEC WKR REIMB	135.00
SORENSEN, LISA	ADM/PHN MLG REIMB	124.95
SOUTHSIDE WELDING & MACH LLC	SR PARTS/LABOR/PAINT/BOLTS/WELDING	1,923.73
STEEN, SHARLOT K	ELEC WKR/MLG REIMB	147.24
SUBBERT, SHEILA	ELEC WKR/MLG REIMB	160.20
THE OFFICE STOP	OFF SUPP/PHN	20.57
THINKSPACE IT	DP LABOR/ATTY	218.75
THOMSON REUTERS WEST PYMT CTR	PUBLICATIONS/ATTY/CLERK	563.50
TOFT, HEATHER	MEI REIMB	200.00
UMB BANK N.A., ATTN: DIANA VAN VLEET	INTEREST/TIF GO BOND REIMB	92,268.75
UMLAND, DEBRA	MTG MLG REIMB/ASSR	74.87
UNITYPOINT CLINIC-OCCUPATIONAL	NEW EMP SCREENING/ATTY	84.00
UNPLUGGED WIRELESS LLC	JAIL PHONE RPRS/SHER	90.00
US CELLULAR	RS CELL PHONE	715.36
VERIZON WIRELESS	TELE/PHN	55.58
WALTER, HILAREE	MTG MLG REIMB/ATTY	71.09
WEST CENTRAL COOPERATIVE, ATTN: KATHY SI	F20 FIRST 1/2 REBATE REIMB	27,837.00
WILLIAMS WELDING INC	RS PARTS	19.48
WINDSTREAM IOWA COMMUNICATIONS	TELE/CONS	161.63
ZIEGLER INC	SR PARTS/FILTERS	3,797.06
	<b>GRAND TOTAL</b>	<b>392,361.98</b>

Claims Listing Report  
AUDUBON COUNTY  
11/06/2019 through 11/19/2019

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FUND TOTALS RECAP

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<u>Fund</u>	<u>Expended</u>
0001 GENERAL BASIC	49,989.90
0002 GENERAL SUPPLEMENTAL FUND	5,031.95
0004 CONSERVATION PARK IMPROVEMENT	2,110.74
0006 JAIL COMMISSARY	102.59
0010 MH/DD SERVICES FUND	94.35
0011 RURAL SERVICES BASIC FUND	1,560.88
0020 SECONDARY ROAD FUND	202,223.86
0034 NW AUDUBON/WIND TIF FUND	55,700.00
0035 AMANCO TIF	8,368.75
0036 WCC TIF	39,037.00
0037 PCE TIF	17,000.00
4000 EMERGENCY MGMT SERVICES FUND	104.41
4010 E-911 SURCHARGE FUND	1,088.36
4100 CO ASSESSOR AGENCY	145.06
8500 HEALTH REIMBURSEMENT ACCOUNT	9,804.13
<b>GRAND TOTAL</b>	<b>392,361.98</b>

## SUPERVISOR'S MINUTE BOOK 2019

November 26, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Diana Munch, Joni Hansen, Miranda Bills, Mitch Rydl, Jamie Schliemer, Mike Ruddy and Bob Josten, Jon Spunaugle and Sarah Jennings via telephone.

Motion-Thompson Second-VanAernam to approve the agenda with the additions of Molly's Class B Wine Permit. Vote-all in favor.

Lisa Frederiksen discussed the process of insurance claims and stated that notifying the proper entities including the auditor office is necessary at the time of claim. Frederiksen also stated she would get a form drawn up to use for claim notification.

Motion-Thompson Second-VanAernam to approve the minutes of the November 18, 2019 Board meeting. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the minutes of the November 19, 2019 Board meeting. Vote-all in favor.

Board of Supervisor update – Wind-tower Phase 2 update, Heart of Iowa and Landfill meetings.

Miranda Bills addresses the Board regarding the county's Amazon account and the timeliness of invoices turned in for payment. The Board will discuss this at the next Department Head meeting. Motion-VanAernam Second-Thompson to delete the Recorder's 8 drawer metal file cabinet. Vote-all in favor.

The Board placed a phone call to Bob Josten regarding the Urban Renewal Plan Amendment. Josten stated that he is working on it.

Lisa Frederiksen reviewed the TIF debt certification with the Board. Motion-VanAernam Second-Thompson to approve the TIF Debt Certification. Vote-all in favor.

The Board discussed the reimbursement of training expenses for Jon Spunaugle. Motion-Thompson Second-VanAernam to collect training fees in full with one payment from Jon Spunaugle. Vote-all in favor. The Board placed a call to notify Spunaugle.

Motion-Thompson Second-VanAernam to approve a Class B Wine Permit for Molly's. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the deletion of a Sheriff's asset - 2015 Chevrolet Tahoe. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the deletion of Sheriff's asset #2224, battery backup. Vote-all in favor. Motion-Thompson Second-Nelsen to approve the deletion of Sheriff's asset #0369, old white board. Vote-all in favor.

The Board discussed the split of Incode 10 costs and license agreement and will discuss more next week when those departments are available.

Board discussion on proposed wage increase for current attorney office employee. Budget Director provided information the prior grants in the county had not gone toward wage increases for existing employees; they had gone for increased hours/employee hires if necessitated. Wage increases have not been based on grant receipts as that is not an opportunity provided to all employees/departments. Questions on whether grant could be revised/reduced/postponed for payroll portion. The Board placed a call to Sarah Jennings and discussed the federal grant that her office will be receiving for the Victim/Witness Coordinator. Attorney Jennings had already submitted her grant with addition \$8320/year wage increase (22.22% pay raise to \$45,760 annually -- \$33/hr for overtime). The Board clarified that Supervisors control the wages for attorney office staff and should have approved any potential increases prior to grant submission. Discussion on concerns with other employees' wages/increased duties. The Board was trying to clarify hours required and length of time for the grant period. Attorney commented that she would like the victim witness to receive comparable rate to that of Cass County and this employee also employee did not take the county's health insurance—no other employees are compensated for such. The Board also discussed the invoice for the air conditioner for the attorney's office and let Jennings know that each department is responsible for the air conditioner unit in their offices.

Mike Ruddy stopped to request permission to take a picture of a combine accident and the Board gave him the OK to take a picture.

Mitch Rydl gave the Secondary Road update and notified the Board that he had contacted ICAP regarding a bridge that had collapsed when a combine was crossing. Rydl also discussed the purchase of rock from Fort Dodge at \$24/ton. Motion-Thompson Second-VanAernam to approve a utility permit for Aureon in Leroy Twp., 210<sup>th</sup> St. Vote-all in favor. Motion-VanAernam Second-Thompson to approve a utility permit for Western Iowa Power Coop utility permit in Lincoln Twp, Sec. 5, Puck. Vote-all in favor. Weekly update: low-water crossing isn't completely finished.

Motion-Thompson Second-VanAernam to approve Resolution 2019-46 as follows. Vote-all in favor. The Board discussed amending Resolution 2019-49 to include language that this grant will be in lieu of all other raises for the next three years.

## RESOLUTION 2019-49

BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors that effective November 12, 2019, Angie Baylor, employed as a full-time County Attorney's Office Victim/Witness Coordinator and Legal Assistant, whose current wage is \$18/hour at 40 hours per week, shall receive a wage of \$22/hour at 40 hours per week in compliance with the

grant contract signed by the County Attorney and the Attorney General's Office to reflect the receipt of Federal VOCA monies to fund this addition portion of the victim/witness coordinator's salary.  
November 26, 2019

Dated at Audubon County, Iowa this 26<sup>th</sup> day of November, 2019.

/s/ Todd M. Nelsen, Chairperson  
Board of Supervisors, Audubon County, Iowa

ATTEST: /s/ Joni Hansen  
Audubon County Deputy Auditor

Motion-VanAernam Second-Thompson to adjourn the meeting at 12:50 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
\_\_\_\_\_  
Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

December 3, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present: Todd Nelsen, Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Becky Marten, John Hansen, Mitch Rydl and Amber Holm.

Motion-VanAernam Second-Thompson to approve the agenda with the additions of Recorder's Report of Fees. Vote-all in favor. John Hansen gave the custodial update and reviewed items that may need done in the building and how the Board would want to prioritize. Hansen also discussed the clocks in the courthouse and adjusting them.

Motion-Thompson Second-Nelsen to approve the minutes of the November 26, 2019 meeting. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$153,042.01. Vote-all in favor.

Board of Supervisor update – ACED has moved back into office.

Mitch Rydl gave the Secondary Road update and discussed bridges within the county. Motion-Thompson Second-VanAernam to approve the UPV for JEO for GR15 &17 Bridge Project. Vote-all in favor. Rydl discussed a phone call regarding county trucks passing a citizen on Hwy. 71 and stated that he had talked to the three truck drivers. Motion-Thompson Second-VanAernam to award the contract to Henningsen Construction for 05-C006-071, N36, for the low bid of \$1,877,582.40 and to sign the performance bond. Vote-all in favor. Rydl discussed the need of another transfer when he receives the bill for the rock that is being delivered from Fort Dodge. Nelsen stated that he would need to check with the Treasurer and the Auditor.

Amber Holm of the Elderbridge Agency on Aging gave the annual report stating that 1,296 meals had been served in Audubon County from July 1, 2018 through June 30, 2019.

Motion-VanAernam Second-Thompson to accept and place on file the Recorder's Report of Fees. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve Resolution 2019-50 as follows. Vote-all in favor.

**Resolution 2019-50**

**WHEREAS**, County employees pay a percentage of family premiums, and

**WHEREAS**, this payroll deduction is allowed to be pre-taxed,

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors, that each employee has the option to choose whether they want this option at each annual flex/cafeteria plan sign-up time.

Passed and approved by Audubon County Board of Supervisors on this 3rd day of December, 2019.

/s/ Todd M. Nelsen, Chairperson

Audubon County Board of Supervisors


ATTEST:

/s/ Joni Hansen, Audubon County Deputy Auditor

Lisa Frederiksen discussed the percentage of raises given regarding the grant received by the attorney's office.

The Board discussed the split of costs for the Incode 10 software and license agreement and will consider at their next meeting. Mitch Rydl discussed the new State of Iowa changes regarding bridges.

Motion-Thompson Second-VanAernam to adjourn the meeting at 12:55 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest   
\_\_\_\_\_  
Audubon County Deputy Auditor

11/20/2019 through 12/03/2019

Vendor	Description	Amount
ACE HARDWARE	CH CUST SUPPLIES	36.35
AMAZON CAPITAL SERVICES	DP PRINTER/AUD	456.81
ARNOLD MOTOR SUPPLY	SR SAFETY/OIL/PARTS/TOOLS	228.84
AUDUBON CO SHERIFF	SERVICE FEE/SHER	98.61
AUDUBON COUNTY	HRA REIMB OCT-NOV	28,128.00
BRAYTON CITY CLERK	SR RUT REIMBS	645.29
CARLSON PROPERTY HOLDINGS, AUDUBON FR	GEN RELIEF RENT	150.00
CENTRAL IA DISTR INC	CH CUST SUPPLIES	688.20
CHARM-TEX INC	CUSTODIAL SUPP/SHER	127.80
CINTAS	SR SAFETY	28.85
COGLON, RAYMOND	SR LAND PURCHASE	5,133.50
CONTINENTAL RESEARCH CORP	SR PARTS/CUSTODIAL	534.92
COUNSEL	M/A COPIER/ASSR	333.74
DANNER LAWNSCAPES INC	CH LAWN CARE	85.00
DRAKE, DONNA	VA TRANSPORT REIMB	160.00
EAGLE PRESSURE WASHER SRVC LLC	SR PARTS	20.13
FASTENAL CO	SR TOOLS/WELDING	205.45
FIRST NATIONAL BANK OMAHA	BALLOONS/NOTARY/OFF SUPP/ATTY	254.20
FREDERIKSEN, LISA	MTG MLG REIMB/ELEC	99.96
GRAINGER	AC - ATTY OFFICE	523.82
HEALTHPRO HERITAGE AT HOME LLC	PT/OT/MLG REIMB/PHN	1,705.00
HEARTLAND TIRES & TREADS	SR TIRES	11,939.80
IA COUNTY ATTORNEYS ASSN	MTG REG/ATTY	350.00
IA DEPT OF AG & LAND, PESTICIDE BUREAU	RS TRAINING	15.00
IP PATHWAYS	SR DATA SERVICES	8,468.00
IRON SHOP	SR PARTS/LABOR/TIRES	207.27
ISAC-GROUP HEALTH PROGRAM	HRA PREMIUM OCT-NOV	77,550.00
JENNINGS, SARAH	MTG MLG REIMB/ATTY	215.14
JESSEN, DWIGHT	SR INS REIMBURSEMENT	115.80
JEVMAR FARMS, INC, C/O RANDALL W JENSEN	SR LAND	2,500.00
KASPERBAUER CLEANERS INC	CLEANING/SHERIFF	114.12
MAIL SERVICES LLC	PRINT/POSTAGE/TREAS	392.94
MEDIACOM	CABLE/SHERIFF	128.70
MIDAMERICAN ENERGY CO	SR ELECTRIC	1,591.40
MUNCH, DIANA L	MTG MLG REIMB/AUD	82.62
NATIONAL DIST ATTORNEYS ASSN	ATTYS DUES	105.00
NEW OPPORTUNITIES INC	GEN RELIEF REIMB	1,325.00
NORTHERN SAFETY CO INC	SR SAFETY	314.28
PARTEK SOLUTIONS	OFF SUPP/SHERIFF	93.48
PAT KAISER'S CHRISTIANSEN MTRS	VEH RPRS/LABOR/SHERIFF	548.32
PITNEY BOWES PURCHASE POWER	CH POSTAGE	1,667.60
POLK COUNTY TREASURER, POLK CO MEDICAL	CHIEF-ME REVIEW	284.77
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/PHN	287.67
THE OFFICE STOP	SR OFFICE SUPPLIES	36.66
THOMSON REUTERS WEST PYMT CTR	PRINTING FEE/ATTY	24.15
TOFT, HEATHER	MEI REIMB	400.00
VERIZON WIRELESS	TELE/SHERIFF	598.03
WEGNER, DALE	SR INS REIMBS	123.71

Claims Listing Report  
AUDUBON COUNTY  
11/20/2019 through 12/03/2019

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<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
WESTON, DOUGLAS	SUPP INS REIMB DEC DOUG	214.50
WINDSTREAM IOWA COMMUNICATIONS	TELEVA	2,257.43
YOUTH SHELTER CARE OF NORTH CE	SHELTER CARE/OCT	1,446.15
	<b>GRAND TOTAL</b>	<b>153,042.01</b>

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## SUPERVISOR'S MINUTE BOOK 2019

December 10, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present: Todd Nelsen, Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Diana Munch, Joni Hansen, John Hansen, Tiffany Henkle, Chris Erlandson, Ron Schmudlach, Mitch Rydl, Chris Hemmingsen, Dave Beane, Teresa Murray, Deb Umland, Miranda Bills, Deb Campbell, Jami Schleimer, Sara Slater, Derrick Osman, Sarah Jennings and Sue Olsen.

Motion-Thompson Second-VanAernam to approve the agenda. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the minutes of the December 3, 2019 meeting. Vote-all in favor.

John Hansen gave the custodial update and discussed storage of items and also getting bids for the controls for the boiler.

The Board opened bids for the county farm ground. Motion-Thompson Second-VanAernam to accept the bid from Matt Chambers of \$337.39 per acre for 57.5 acres for a three year period. Vote-all in favor.

Ron Schmudlach of Aureon met with the Board and Chris Erlandson and reviewed internet services to the courthouse and the estimated costs of installation. Discussion was also held regarding how new phones would be put into service. Schmudlach will prepare options and get back to the Board with them.

The Department Head meeting was held and the submission of claims on a timely basis, replacing the Christmas tree, using Wellness money for the meat for the Christmas potluck, budget worksheets and the need for a budget amendment were discussed.

Sara Slater addressed the Board and Mitch Rydl regarding the Visioning project and enhancing the entry signs on both sides of Audubon. Slater will move forward with grants to use for this project.

Mitch Rydl and Derrick Osman discussed the motor grader lease to own agreement with the county and reviewed various options available through CAT Financial. Motion-VanAernam Second-Thompson to amend the agenda to add approving a Notice to Bidders for fuel bids. Vote-all in favor. Motion-Thompson Second-VanAernam to approve a Notice of Publication for fuel bids. Vote-all in favor. Rydl discussed his need for a budget amendment needed for the purchase of granular and the hauling. Weekly update: closing of Lincoln 12 bridge; cutting trees, stockpiling rock and upcoming conference. Rydl stated NextEra would be bringing equipment in.

The Board discussed the split of costs for the Incode 10 software and license agreement. Motion-Thompson Second-VanAernam to approve the split of 50%-DP, 42%-Secondary Roads and 8%-Assessor for the purchase and maintenance of Incode 10 program. Vote-all in favor.

The Board placed a call to Jon Spanaule regarding the repayment of training expenses and left a message.

Diana Munch reviewed a request regarding 509A insurance benefits with the Board. The Board stated that they only reimburse health insurance premiums according to our current handbook for retirees.

Motion-VanAernam Second-Thompson to accept and place on file the Auditor's November month-end financial reports. Vote-all in favor. Motion-Thompson Second-VanAernam to accept and place on file the Clerk of Court's November Report of Fees. Vote-all in favor.

Sarah Jennings and Sue Olsen reviewed the Victim Witness grant with the Board. Olsen discussed what can be paid with VOCA funds, the reporting process and claims submission.

The Board instructed the Auditor's office to send a memo regarding the upcoming budget amendment and FY21 budget forms. Motion-Thompson Second-VanAernam to adjourn the meeting at 1:27 p.m. Vote-all in favor.



Chairman, Audubon Co. Board of Supervisors

Attest:



Audubon County Deputy Auditor

Claims Listing Report  
AUDUBON COUNTY  
12/04/2019 through 12/17/2019

Vendor	Description	Amount
ACE HARDWARE	PLBG/ELEC/HDWE SUPP/CONS	411.31
ADAMS COUNTY AUDITOR, REBECCA BISSELL	REIMB MEI/TRANSPORT FEES	912.60
AGRILAND FS INC	FUEL/EMG MGT	2,382.21
AGRILAND FS INC 73	SR BLDG SUPPLIES	25,161.68
AKIN BUILDING CENTER	JACKHAMMER RENT/CONS	48.00
AMAZON CAPITAL SERVICES	DP SUPPLIES	180.00
ARMENTROUT, DONALD	VA TRANSPORT MLG REIMB	29.58
AUDUBON CITY	VA UTILITY REIMB	166.16
AUDUBON CO ADVOCATE JOURNAL	SR PUBLICATION	2,328.96
AUDUBON CO ECONOMIC DEVE	2020 TOURISM FEE/CONS	20.00
AUDUBON CO EXTENSION SVC	APPLICATORS BKS/CLASS/CONS	180.00
AUDUBON CO MEMORIAL HOSP	SR HEATH SERVICE	85.60
AUDUBON CO SHERIFF	SERVICE FEE/SHER	70.00
AUDUBON CO SOLID WASTE MGMNT, COMMISS	SR DISPOSAL SERVICE	10.00
AUDUBON FAMILY HEALTH CARE	INMATE EXAM/SHERIFF	138.72
AUDUBON-EXIRA READY MIX INC	SR SNOW FENCE MTRL	2,035.00
BAIER, DREW	ANIMAL CTRL/MLG REIMB	566.30
BAYLOR, ANGIE	MTG MLG REIMB/ATTY	65.28
BOHLMANN & SONS SANITATION	SR DISPOSAL SERVICE	435.00
BOHLMANN, RICK	VA RENT REIMB	500.00
BOLDT, PAULETTE KAY	HCA/HMK MLG REIMB/PHN	22.95
BROWN SUPPLY CO INC	SR PARTS	72.00
BUSINESS CARD	LODGING/FUEL/MEAL/SHER	219.30
CAPPEL'S ACE HARDWARE	WIRE/CONS	37.83
CARD SERVICES	DSL/OFF SUPP/CONS	221.50
CASS CO HEALTH SYSTEM	NEW EMP PCP/CH	148.00
CENTRAL IOWA WATER INC	CH CUST SUPPLIES	245.00
CENTURYLINK	TELE/E911	14.00
CITY SERVICE & PARTS	SR PARTS	121.61
CLARK, PATRICIA	ADM/PHN MLG REIMB	105.06
COUNSEL	M/A COPIER/PHN	50.83
CRITTENTON CENTER	SHELTER CARE OCT	933.00
DELL MARKETING LP	DELL COMP/TOWER/TREAS 10/19	2,897.17
ECOLAB PEST ELIMINATION DIV	JAIL PEST CTRL/SHER	81.10
ELMQUIST WELDING & RPR INC	RS PARTS	228.58
EXIRA CITY	SR WATER	221.85
EXIRA PLUMBING & HEATING	WIRE/LIFT STATION/CONS	456.88
FASTENAL CO	SR BOLTS	97.57
FIRST NATIONAL BANK OMAHA	OFF SUPP/PENS/PHN	1,155.05
GUTHRIE COUNTY REC	ELECTRIC/CONS	2,065.81
HANSEN REPAIR	VEH RPRS/LABOR/SHER	158.60
HANSEN'S M&M SERVICES	UPDATING ARCMAP.ARCVIEW/E911	693.75
HARDY, BRANDON	CLOTHING REIMB/CONS	45.00
HENRY M ADKINS & SON INC	M/A OVO/FTV WARRANTY	4,790.00
HINNERS, KYLE	VA COMM MTG/MLG REIMB	63.26
IA STATE ASSN OF COUNTIES	ISACA FALL MTG FEE/AUDITOR	31.25
IMWCA	SR WORK COMP	4,136.00
IP PATHWAYS	SR DATA SERVICE	70,821.93

Vendor	Description	Amount
ISSDA FINANCIAL ADMINISTRATOR	ISSDA MEMBERSHIP/SHER	225.00
JACOBSEN INC OF ADAIR	PLBG SUPP/SEWER A/CONS	659.38
JOHN DEERE FINANCIAL	MOWER WHEELS/FLUID/CONS	106.48
KELLY TILING	SEWER TRENCHING/CONS	3,430.00
KIMBALL MIDWEST	SR TOOLS/PARTS	1,131.83
LAFOY, PENNY	HCA/HMK MLG REIMB/PHN	149.94
LANDUS COOPERATIVE	ELK FEED/CONS	28.42
LORI'S FLOWERS	BALLOONS/ATTORNEY	69.00
MARNE-ELK HORN TELEPHONE CO	E911 TELE	145.90
MARTIN MARIETTA MATERIALS	SR GRAN MTRL	19,519.92
MENARDS	BUG BULBS/CONS	19.96
MICHAEL, BRETT P	NOV MH ADVOCATE MLG REIMB	337.62
MIDAMERICAN ENERGY CO	VA UTILITY REIMB	2,669.33
MIDWEST COMPLIANCE ASSOCIATES	HIPAA COMPLIANCE REIMB	1,000.00
MIDWEST SERVICE & SALES CO	SR CHAINS	1,136.98
MIDWEST WHEEL COMPANIES	SR TOOLS/BATTS/OIL/PARTS	2,390.42
MURRAY, SARAH	HCA/HMK MLG REIMB/PHN	47.94
MURRAY, TERESA	ADM/PHN MLG REIMB	67.32
MY WAY DESIGNS	TOTE BAGS SEWING/PHN	375.00
NELSON, ROBERT J	ADM/PHN MLG REIMB	27.54
NELSON, ROGER B	VA RENT REIMB	425.00
NEW OPPORTUNITIES INC	GEN RELIEF REIMB	7,325.00
O'HALLORAN INTERNATIONAL	SR PARTS	118.84
OLDS, COREY	SR SAFETY GEAR	111.99
OLSEN, FRANK	VA MTG/MLG REIMB	141.22
PAULSEN, SHAWN	SR MILEAGE REIMBS	223.75
POWERPLAN	SR PARTS	337.10
PRODUCTIVITY PLUS ACCOUNT	RS PARTS	820.10
RASMUSSEN LUMBER CO	SR SNOW FENCE MTRL	363.99
RDO TRUCK CENTERS	SR PARTS	2,618.31
REMSBURG SERVICE INC	PLBG PARTS/SHERIFF	441.49
RYDL, MITCH	SR LODGING REIMBS	320.28
SCHILDBERG CONSTRUCTION INC	SR GRAN MTRL	25,481.65
SCHNEIDER GEOSPATIAL, LLC, ATTN: ACCOUNT	SR DATA SERVICE	1,350.00
SECURE BENEFITS SYSTEMS	HRA/FEE/CLAIMS/DEC	10,653.11
SHELBY CO AUDITOR	2ND QTR JUV CRT RENT/UTILITIES	567.00
SORENSEN, LISA	ADM/PHN MLG REIMB	125.97
SOUTHSIDE WELDING & MACH LLC	SR PARTS/LABOR/BRDG/WELD/BOLTS	1,364.73
STATE HYGIENIC LAB - ACCT REC	WATER TESTS/CONS	39.00
STONE PRINTING OFFICE PRODUCTS	OFF SUPP/BOS	1,051.89
STOREY KENWORTHY	W-2/ACA/1099 FORMS	79.44
SWI JUVENILE EMERGENCY	3RD QTR REIMB	18,599.62
THE OFFICE STOP	OFF SUPP/PHN	77.39
THOMSON REUTERS WEST PYMT CTR	PUBLICATIONS/ATTY/COURT	463.50
TOFT, HEATHER	MEI REIMB	200.00
UNITYPOINT CLINIC-OCCUPATIONAL	NEW EMP TEST/CH	84.00
UPS	WATER TEST SHIPPING/CONS	27.64
VANGUARD APPRAISALS INC	M/A SERVICE FEES/ASSR	1,000.00

Claims Listing Report  
AUDUBON COUNTY  
12/04/2019 through 12/17/2019

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<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
VERIZON WIRELESS	TELE/PHN	55.58
WEST CENTRAL IA RURAL WATER	SR WATER	18.50
WESTERN IA WIRELESS	SR PHONE	100.00
WINDSTREAM IOWA COMMUNICATIONS	SR PHONE	639.72
ZIEGLER INC	SR PARTS/FILTERS/BOLTS	563.84
	<b>GRAND TOTAL</b>	<b>235,188.91</b>

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Claims Listing Report  
AUDUBON COUNTY  
12/04/2019 through 12/17/2019

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FUND TOTALS RECAP

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<u>Fund</u>	<u>Expended</u>
0001 GENERAL BASIC	95,755.67
0002 GENERAL SUPPLEMENTAL FUND	26,717.25
0004 CONSERVATION PARK IMPROVEMENT	5,586.26
0010 MH/DD SERVICES FUND	337.62
0011 RURAL SERVICES BASIC FUND	980.84
0020 SECONDARY ROAD FUND	91,716.75
4000 EMERGENCY MGMT SERVICES FUND	647.50
4010 E-911 SURCHARGE FUND	853.65
4100 CO ASSESSOR AGENCY	1,940.26
8500 HEALTH REIMBURSEMENT ACCOUNT	10,653.11
<b>GRAND TOTAL</b>	<b>235,188.91</b>

SUPERVISOR'S MINUTE BOOK 2019

December 17, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present: Todd Nelsen, Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Joni Hansen, Becky Marten, John Hansen, Todd Johnson, Melissa Thygesen, Mitch Rydl and Matt Madsen via telephone.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of SR Resolution of Hire. Vote-all in favor.

John Hansen gave the custodial update and discussed items in the data processing room that need to be disposed of and also an air conditioner. Hansen stated that some radiators are not working and will be repairing those. Motion-Thompson Second-VanAernam to amend the agenda to add deletion of air conditioner. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the deletion of Attorney's air conditioner, asset #1003. Vote-all in favor.

Motion-Thompson Second-Nelsen to approve the minutes of the December 10, 2019 meeting. Vote-all in favor.

The Board contacted Chris Erlandson, IT, regarding an invoice for the server and also discussed disposal of items in the computer room.

Motion-VanAernam Second-Thompson to approve an ad for publication for the appointments to various boards. Vote-all in favor.

Todd Johnson and Melissa Thygesen met with the Board. Motion-Thompson Second-VanAernam to accept the resignation of Dispatcher Shelby Phippen. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the change of two one-half dispatchers to one full-time position. Vote-all in favor. Motion-Thompson Second-VanAernam to approve if necessary, to pay out a contract of potential new Deputy Sheriff if needed. Vote-all in favor. The Board discussed repayment of training expenses from Jon Spunaugle and Todd Nelsen will contact him again.

Board of Supervisor update: EMA meeting and upcoming East-West Nishnabotna and Fourth Judicial District meetings.

Mitch Rydl gave the Secondary Road update. Motion-Thompson Second-VanAernam to approve Resolution 2019-51 as follows. Vote-all in favor.

**Resolution 2019-51**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors, that Brandon Hansen be hired as Grade 4 Classification, Crew Leader, for the Audubon County Secondary Roads Department effective January 2, 2020. Hourly wage will be \$19.58 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003. Insurance coverage shall begin March 1, 2020. Pending PCP and drug screen.

Passed and approved this 17th day of December, 2019.

/s/ Todd M. Nelsen, Chairperson

Audubon County Board of Supervisors

ATTEST:

/s/ Joni Hansen, Audubon County Deputy Auditor

Weekly update: tree cutting, culvert work, Lincoln 12 bridge, hauling rip-rap and stockpiling rock. NextEra will be doing maintenance work January through March. Discussion was held regarding a public records request. The Board discussed an ICAP settlement. Motion-Thompson Second-VanAernam to approve an ICAP settlement, #9471020, with Jake Elmquist, as referenced in an email from ICAP. Vote-all in favor.

Motion-VanAernam Second-Thompson to approve the payment of claims as submitted by various departments, the Emergency Management Director, E-911 Director and Assessor as listed in a separate publication following these minutes in the amount of \$235,188.91. Vote-all in favor.

Lisa Frederiksen discussed with the Board the family contribution rate towards health insurance and also the possible partial deferred comp offering to employees and the Board stated that they do not want to make any changes at this time.

Motion-VanAernam Second-Thompson to rescind Resolution 2019-49. Vote-all in favor. Motion-Thompson Second-VanAernam to recess at 1:00. The meeting reconvened at 1:29 p.m. The Board worked on budgets and talked with Matt Madsen via telephone regarding his budget. Thompson left the meeting at 2:30 p.m.

The Chairman adjourned the meeting at 2:56 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor

SUPERVISOR'S MINUTE BOOK 2019

December 23, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present: Todd Nelsen and Rick Thompson. Others present were Joni Hansen, Chris Erlandson and Phil Mennenoh.

Motion-Thompson Second-Nelsen to approve the agenda. Vote-all in favor.

Motion-Thompson Second-Nelsen to sign the Simmering-Cory/Iowa Codification proposal letter for ordinance codification. Vote-all in favor.

The Board then worked on budgets.

Motion-Thompson Second-Nelsen to adjourn the meeting at 3:23 p.m. Vote-all in favor.

  
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Chairman, Audubon Co. Board of Supervisors

Attest:   
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Audubon County Deputy Auditor

## SUPERVISOR'S MINUTE BOOK 2019

December 31, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. Present: Todd Nelsen, Rick Thompson and Gary VanAernam. Others present were Becky Marten, John Hansen, Todd Johnson, Mitch Rydl, Sarah Jennings, and Sue Olson via telephone and Bohlmann & Sons Sanitation via telephone.

Motion-VanAernam Second-Thompson to approve the agenda with the addition of opening of bids for green metal stand. Vote-all in favor.

John Hansen gave the custodial update and stated that Todd Wanninger of Carroll Controls had inspected the radiators about changing controls. This would be a very expensive project and would also require increased voltage to radiators. He suggested refurbishing at a lesser cost and he will give an estimate on this project. Hansen also relayed to the Board that Teresa Murray requested a toilet being put in her office supply closet where it was previously. Board questions whether this is necessary at the present time.

Motion-Thompson Second-VanAernam to approve the minutes of the December 17, 2019 meeting. Vote-all in favor. Motion-Thompson Second-VanAernam to approve minutes of the December 23, 2019 meeting. Vote-all in favor.

Motion-Thompson Second-VanAernam to accept/file MMP updates for Jason Christensen, ID#57968 and Delbert Christensen-CHMD Pork Inc., ID#60619. Vote-all in favor.

Motion-Thompson Second-VanAernam to reappoint Connie Esbeck to a 5-year term ending 12-31-2024 on the Audubon County Conservation Board. Vote-all in favor. Motion-Thompson Second-Nelsen to reappoint Gary VanAernam to 4<sup>th</sup> Judicial District Department of Correctional Services Board of Directors for 2020. Vote-all in favor.

Telephone call to Bohlmann Sanitation about trash removal. Motion-Thompson Second-VanAernam to extend their contract with Audubon County for trash removal at the Courthouse through December 31, 2020.

Engineer Mitch Rydl presented Secondary Road update. Motion-VanAernam Second-Thompson to approve utility permit for MidAmerican Energy at 1906 170<sup>th</sup> Street. Vote-all in favor. Motion-Thompson Second-VanAernam to approve AU10 Professional Agreement Bridge Plans with JEO. Vote-all in favor.

After opening fuel bid from Agriland FS Motion-VanAernam Second-Thompson to approve fuel bid of Agriland FS for Secondary Roads. Vote-all in favor. Weekly update: Lincoln 12 bridge, recent damage to roads by delivery trucks, sanders in, discussed trading of road graders and will be getting estimates. Also doing budget work. Board has set January 7, 2020 at 1 p.m. for budget meeting with Secondary Roads. Rydl discussed budget amendment being presented for FY20 and explained various line items of expenditures and revenues.

Discussion of the VOCA grant with Attorney Jennings and then telephone call made to Sue Olson with the VOCA grant. It was stated that 100% of Angie Baylor's time will be spent with the victim witness program and she will be preparing time sheets to document this for the grant. Matching funds were also discussed with Olson explaining how the grant works. This is a 3 year fixed grant and there will be no raises for Baylor during this 3 year period. Attorney will present Resolution stating that Baylor's wage increase to \$22.00 will be retroactive to December 10, 2019 when she became 100% victim witness.

After discussion with Attorney about acquiring insurance quotes the Board made the decision to stay with ICAP Insurance at the present time.

Attorney also discussed Compensation Board recommendations and how the Board should handle everything legally. She also suggested having the Comp Board attend a meeting with the Board to discuss their recommendations.

Motion-VanAernam Second-Thompson to award the \$40 bid to Carolyn Bruun for the green metal typewriter stand. Vote-all in favor.

Sheriff Johnson joined the meeting and explained employee changes in his office.

Motion-Thompson Second-VanAernam to approve Resolution 2019-52. Vote-all in favor.

**Resolution 2019-52**

**Be it hereby resolved**, by the Audubon County Board of Supervisors, that Kate Lebeck be hired as a full-time dispatcher/jailer for the Audubon County Sheriff's Office effective January 1, 2020. This position will follow the union contract for benefits. The starting salary will be \$14.71 based on experience and then follow the union contract for pay increases as set.

Dated at Audubon this 31<sup>st</sup> day of December, 2019 with the vote thereon being as follows:

Ayes: Nelsen, Thompson, VanAernam Nays: none

/s/ Todd M Nelsen, Chairperson

Audubon county Board of Supervisors

ATTEST:

/s/ Becky Marten, Clerk

Audubon County Auditor

Motion-VanAernam Second-Thompson to accept resignation of Nathan Tibbets, Audubon County Full-Time Deputy. Resignation effective January 9, 2020 but he will remain as an as-needed deputy.



Motion-VanAernam Second-Thompson to approve Class C liquor license for Darrell's Place. Vote-all in favor.

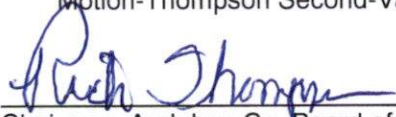
Motion-VanAernam Second-Thompson to approve deletion of DP assets: #2389 Dell tower/workstation, #2126 Dell tower/server, #2134 Dell monitor, #0984 HP monitor and #2095 Dell tower. Vote-all in favor.

Motion-Thompson Second-VanAernam to amend the agenda to add DP block of hours. Motion-VanAernam Second-Thompson to approve Tier Two block of hours with IP Pathways. Vote-all in favor.

Motion-Thompson Second-VanAernam to recess at 12:25 p.m. and will reconvene at 1:30 p.m. for budget work.

Reconvened at 1:30 p.m. to do budget work

Motion-Thompson Second-VanAernam to adjourn at 4:10 p.m. Vote all in favor.



Chairman, Audubon Co. Board of Supervisors

Attest:   
Audubon County Deputy Auditor