

**January 30, 2019**

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

Also present: Mandy Warrior and John Wenande

All motions were approved unanimously unless noted otherwise.

**MINUTES:** Moved by Shelley and seconded by Hoadley to approve the minutes from January 23, 2019. Approved.

**CLAIMS:** Moved by Hoadley and seconded by Twombly to approve the following claims:

Vendor Name	Payable Description	Payments			
Alliant Energy - IES	Intersection Lighting/Utilities	\$651.26	Mail Services LLC	Print & Postage	\$246.58
Altec Industries Inc	Parts	\$31.75	Mainstay Systems Inc	Device/Server/ Cable	\$298.00
Avey, Floyd Duane	Mileage	\$22.08	Marco Technologies LLC	Copier Fees	\$135.29
Barco Municipal Products	Signs	\$878.00	Martin Marietta Materials	Ice Sand	\$2,850.60
Baudler Plumbing & Heating	Labor / Fix Toilet	\$69.00	Mediacom	Phone Service	\$278.96
Blue Tarp Financial Inc	Bridge Crew Tools	\$1,006.99	Mobility & Access Solutions	Ramp Fees	\$540.00
Bridgewater Tires & More	Tires/ Tire Repair	\$910.00	Northland Products Co	Grease/Supplies	\$1,288.43
Central IA Distributing Inc	Misc Shop Expense	\$70.42	Office Depot	Office Supplies	\$11.98
Central Salt LLC	Ice Salt	\$9,458.00	Orient City	T.J. Payment - Jan. '19	\$452.09
Cintas	Safety- 1st Aid Supplies	\$77.55	Pearson DO, Timothy C	Medical Examiner Fees	\$150.00
Diamond Oil Co	Diesel	\$761.14	Postage-By-Phone Res Acct	Postage	\$3,000.00
Dukes, Dennis	Township Meeting	\$20.00	Quill	Copy Paper	\$59.98
Edsall, Carolyn	Mileage	\$89.90	Schildberg Const Co Inc	Maintenance Rock	\$70,895.88
Erlandson, Gary	Township Meeting	\$20.00	Schildbergs Inc	Parts/ Labor	\$217.20
Farmers Electric Coop	Lighting/ Utilities	\$571.10	Schneider, Janelle	Mileage	\$52.80
Fast Lane Motor Parts, LLC	Other Equipment Supplies	\$368.40	Secretary Of State	I-Voters Maintenance Fee	\$910.35
Foster, Tim L	Township Meeting	\$20.00	Secure Benefits Systems Corp	HRA Participant Fee	\$317.00
Government Forms & Supplies	Envelopes	\$154.48	Snap-On-Tools	Shop Tools	\$39.75
Greenfield Lumber Company	Office Supplies	\$45.41	Sprayer Specialties Inc	Parts	\$1,772.00
Greenfield True Value	Custodial Supplies	\$6.84	Storey Kenworthy	Office Supplies	\$88.74
Hopkins & Huebner P.C.	Open Records	\$1,040.68	Tyler Business Forms	1099 Envelopes	\$233.36
IA Dept Transportation	Office Supplies	\$13.00	Unity Point Clinic	Membership Dues 2019	\$60.00
IA Division Of Labor Services	Boiler Inspection	\$40.00	Verizon Wireless Bellevue	Cell Phone Service	\$1,638.45
IA Narcotics Officers Assn	INOA Conference/Dues	\$450.00	Wallace Auto Supply Co	Custodial Supplies	\$1.49
Infomax Office Systems	Copier Fees	\$288.08	Wallace, Richard W	Mower Gas	\$8.18
ISAC	2019 ISAC Conference	\$190.00	Windstream	Telephone Utility	\$1,206.94
JEO Consulting Group	Engineering Services	\$29,722.00		<b>Grand Total:</b>	<b>\$153,395.49</b>
Leroy & Sons, Inc.	TIF Grading Project	\$19,665.36			
<b>Fund</b>		<b>Amount</b>			
0001 - General Fund		\$9,487.65			
0002 - General Supplemental		\$910.35			
0011 - Rural Services		\$60.00			
0020 - Secondary Road		\$92,693.13			
1520 - NW Wind Farm UR Capital Project		\$49,387.36			
1599 - Misc Capital Projects		\$540.00			
8500 - Adair County Ins Trust		\$317.00			
<b>Grand Total:</b>		<b>\$153,395.49</b>			

Approved.

**TAXABLE MEALS:** Moved by Shelley and seconded by Homan to approve the taxable meal for John Twombly for \$9.01. Approved.

**BURIAL RELIEF APPLICATION:** Moved by Shelley and seconded by Hoadley to deny the burial relief application. Approved.

**WAGE STEP INCREASE –** Moved by Shelley and seconded by Twombly to approve the 36-month wage increase to an hourly rate of \$18.07 for Jacob Ingwers and Jennifer Eshelman, per County Sheriff Jeff Vandewater’s recommendation. Approved.

**SUPERVISOR COMMITTEE/BOARDS UPDATE:** Supervisor Twombly gave an update on Mental Health; Supervisor Hoadley gave an update on Emergency Management and Crossroads; Supervisor Homan gave an update on MATURA, Workforce Development, and the Safety Committee; Supervisor Shelley gave an update on Fifth Judicial.

**PICTOMETRY:** Wenande discussed the County’s aerial photography with the Board and gave two proposals to the Board that would be paid over the next six years and include doing a flyover next spring if that is what they choose. Wenande talked about providing more services for 911, Secondary Roads, and the EMA departments. The Board also discussed doing flyovers less often than every three years. Wenande mentioned that

if we did not renew the contract, the County could pay a fee to still use the images that we already have. The Board would like to talk to the Engineer and Sheriff to see if they would be interested in utilizing the imagery more before they move forward with a new contract. Wenande exited at 9:36 a.m.

**SEMI-ANNUAL TREASURER'S REPORT:** Brenda Wallace, County Treasurer, entered at 9:26 a.m. Wallace presented the Semi-Annual Treasurer's Report. Wallace informed the Board the cash balance is down from last year because of spending the bond money. Interest is up, but the Driver's license revenue will be dropping. Moved by Shelley and seconded by Hoadley to acknowledge receipt of the Treasurer's Semi-Annual report through December 31, 2018 and for the Auditor to publish. Approved. Wallace exited at 9:40 a.m.

**HEALTH INSURANCE WELLNESS PROGRAM:** Tyson Sickles entered at 9:38 a.m. Mandy Warrior, Auditor Clerk discussed the plan for the wellness program and asked the Board if they had considered doing an extra incentive to try and get employees more motivated to complete the wellness activities in order to achieve our 5% premium discounts for this year. The Board discussed rewarding employees with 4 hours comp time to those who completed all their wellness activities in 2019. Moved by Shelley and seconded by Homan to give employees who have successfully completed all 2019 wellness activities 4 hours comp time at the end of the 2019 Wellness Program to use at the department heads' discretion. Approved. Sickles exited at 10:01 a.m.

**ENGINEER:** Nick Kauffman, County Engineer entered at 9:56 a.m. **Compensation Time** – Kauffman discussed the Road Superintendent's comp time balance with the Board. Moved by Shelley and seconded by Twombly to approve the payout 50 hours of Comp Time for Road Superintendent Ray Palmer. Approved. **Construction Program** – Moved by Homan and seconded by Hoadley to approve the FY20 Construction Program. Approved. **Title VI Resolution** – Moved by Shelley and seconded by Homan to approve **Resolution #2019-13** – Title VI Resolution. Be It Hereby Resolved that the Adair County Board of Supervisors continues to endorse the Title VI Non-Discrimination Policy as approved on September 26, 2012 and filed with the Office of Employee Services – Civil Rights of the Iowa Department of Transportation on October 3, 2012 and updated January 3, 2017. This policy names Nick Kauffman, the Adair County Engineer, as the person responsible for initiating and monitoring Title VI activities, preparing reports and performing other responsibilities, as required by 23 Code of Federal Regulation (CFR) Part 200 and 49 CFR Part 21 for Adair County, LPA, (the local public agency). Roll call vote: Wedemeyer, aye; Hoadley, aye; Homan, aye; Shelley, aye; and Twombly, aye. Approved. **Fence Compensation Resolution** – Moved by Homan and seconded by Shelley to approve **Resolution #2019-14** – Compensation For Fence. Whereas, it is sometimes necessary to remove fences to construct projects at locations where additional county road Right-Of-Way has been acquired; And Whereas, the landowners incur added expense for the replacement of this fence on the property outside of the newly acquired Right-Of-Way; And Whereas, Adair County will compensate the landowners from whom additional Right-Of-Way has been obtained at the rate of \$ 38.00 per rod for fence of any type that is removed due to the purchase of said new Right-Of-Way. In addition Adair County will compensate the landowners \$ 35.00 per post for each additional cornerpost/bracepost combination needed to construct the new fence because of the changes in the fence alignment due to the new construction as determined by the proposed plans. Roll call vote: Wedemeyer, aye; Homan, aye; Hoadley, aye; Shelley, aye; and Twombly, aye. Approved. **Rock Contract** – Moved by Shelley and seconded by Hoadley to award the FM Rock Contract, FM-C001(105)- -55-01, to Schildberg Construction for \$196,380.64. Approved. **Truck Purchase** – Moved by Shelley and seconded by Twombly to approve the Volvo Truck Purchase for FY-20 for \$111,864.00 plus the equipment for \$82,250.00. Approved. **Report of Maintenance and Activities** – Engineer Kauffman updated the Board on the following projects: rockpile North of Stephensen's to use for shoulder material, Goetz's South of Bridgewater wanting to move their garage.

**DECEMBER MONTHLY REPORTS:** Moved by Twombly and seconded by Hoadley to acknowledge receipt of the following December Monthly Reports: Clerk's Report, Recorder's Electronic Transaction Fee, Recorder's Management Fees Report, Recorder's Quarterly Report, Auditor/Treasurer's Report, Housing Trust Fund Report, VA Monthly Report, VA Quarterly Report, Sheriff's Quarterly Report, Conservation Board Minutes, and Engineer's Fuel Report. Approved.

**ADJOURNMENT:** Moved by Twombly and seconded by Homan to adjourn at 10:43 a.m. Approved.

**ADAIR COUNTY BOARD OF SUPERVISORS:** \_\_\_\_\_ Matt Wedemeyer, Chairman

**ATTEST:** \_\_\_\_\_ Mandy Warrior, Auditor Clerk