

**October 23, 2019**

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

Also present: Mandy Berg, Jeff Vandewater, Colleen Oxley, and Matt Ott.

All motions were approved unanimously unless noted otherwise.

**MINUTES:** Moved by Shelley and seconded by Twombly to approve the minutes from October 16, 2019. Approved.

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

Vendor Name	Payable Description	Total			
Access Systems Leasing	Server Lease	\$578.92	Infomax Office Systems	Copier Fees	\$287.00
Accurate Control	Jail System Quint Ups	\$1,165.74	Interstate All Battery Center	Batteries	\$162.60
Adair Co Engineer	Gas Co Cars, Generator Fuel	\$1,304.95	ISACA	Fall Conference	\$100.00
Adair Co Health System	Preemployment Tests	\$670.00	Jensen, Randall	Pest Control	\$108.00
Adair Co Home Care	I4 Grant	\$3,015.14	JEO Consulting Group	G61 Grading Engineering Design	\$21,908.25
Adair News, The	Property Tax Publication	\$48.00	Marco Technologies LLC	Copier Fees	\$125.33
Adams Co Sheriff	Prisoner Care & Keep	\$1,200.00	Mediacom	Phone & Internet	\$501.49
Agriland Fs Inc	Ethanol/ Diesel/ Equip Supplies	\$23,102.63	Mitchell, Sandy	Mileage, years of Service Cookies	\$61.36
Alere Toxicology Services, Inc	New Employee Drug Screen	\$13.00	Monaghan, Barry	Building Rent	\$114.07
Alliant Energy - IES	Intersection Lighting/ Utilities	\$121.23	Murphy Heavy Contracting Inc	Shoulder Rock G27 Project	\$25,430.20
Aramark Uniform Services	Towel & Uniform Service	\$390.66	Nelson, Josh	Mileage	\$48.38
Capital Sanitary Supply	Custodial Supplies	\$297.25	Office Depot	Phone System Battery Backup	\$186.04
Central IA Distributing Inc	Custodial Supplies	\$357.85	Office Machines Company	Office Supplies	\$29.23
Cintas	1st Aid Supplies	\$98.57	Olsens Outdoor Power	Oil Change Kits	\$157.96
Creston Publishing Company	Employment Ads	\$133.01	Polk Co Treasurer	Medical Examiner Fees	\$5,430.80
Creston Vision Clinic	New Employee Eye Exam	\$78.00	Pro Diesel, Inc.	Parts/ Labor	\$463.42
Cunningham-Reis, LLC	Bros-Swap-Coo1-(103)--Se-01	\$62,016.95	Schildberg Const Co Inc	Rock	\$142,447.83
Ehler, Jonathan	Meal Reimbursements	\$66.43	Schneider, Janelle	Mileage	\$54.92
Election Source	City/School Ballot Programming	\$4,500.00	Secretary Of State	Notary - Perkins, Vandewater	\$60.00
Farmers Electric Coop	Electric	\$1,196.77	Southern Ia Rural Water	Lo Dump Station	\$19.00
Fastenal Company	Safety- Gloves	\$23.45	Stuart Herald, The	Taxes Due Publication	\$23.00
GATR Truck Center	2- 2020 Volvo Truck Chassis	\$223,548.00	Twillmann, John D.	Courthouse Mileage	\$39.20
Grand Contracting LLC	Elevator Construction	\$39,936.48	Tyler Technologies	Property Tax Training	\$826.36
Greenfield True Value	Supplies	\$83.47	Unplugged Wireless	Lightning Damage	\$1,000.00
Hawkeye Truck Equipment	Monroe Snow Plow	\$9,741.24	Verizon Wireless Bellevue	Cell Phone Service	\$466.62
Highway 44 Enterprises	School Car/ Oil Change	\$42.50	Visa	Registrations/ Background Checks	\$2,964.46
Hotsy Cleaning Supplies	Parts/ Fleetwash	\$1,025.00	Watchguard Video	Belt Clip	\$32.00
IA Law Enforcement Academy	Jail Inservice	\$425.00	West Des Moines Marriott	Lodging	\$138.88
IA Prison Industries	Signs	\$890.05	Ziegler Inc	Parts	\$3,191.02
IMWCA	Work Comp Premium	\$4,444.00		<b>Grand Total</b>	<b>\$586,891.71</b>

Fund	Expense Amount
0001 - GENERAL FUND	\$23,381.06
0002 - GENERAL SUPPLEMENTAL	\$4,654.58
0020 - SECONDARY ROAD	\$471,541.94
0033 - SPECIAL LAW ENFORCEMENT	\$39.20
1520 - NW WIND FARM UR CAPITAL PROJECT FUND	\$47,338.45
1599 - MISC CAPITAL PROJECTS	\$39,936.48
<b>GRAND TOTAL</b>	<b>\$586,891.71</b>

Approved. Caleb Nelson entered at 9:01 a.m.

**SHERIFF: Deputy New Hires** – Sheriff Vandewater would like to hire Michael Stofer as Deputy Sheriff. Stofer has already been through the academy and currently lives in Ames, but is looking for places to live within the County. Moved by Shelley and seconded by Homan to hire Michael Stofer as Deputy per Sheriff Vandewater’s recommendation. Approved. Vandewater stated that his starting date is yet to be determined. Vandewater will return at a later date as things progress on the other new hire. Matthew Joel and Matt Garwood entered at 9:04 a.m. **Radio Equipment Costs** – Sheriff Vandewater explained to the Board that originally it was planned for the County to purchase the license for the logger for the new radio system, but it is now being discussed that the region should purchase the logger so that everyone from the region can use it also. This is a \$38,000 purchase that was already in the radio equipment contract. Moved by Shelley and seconded by Homan to reassign the logger equipment to the region and to allow the region to purchase and use the logger. Approved. Sheriff Vandewater also stated that during the site surveys for the new radio equipment, there were some minor issues with the towers and the savings from the logger equipment will help with fixing these issues. **Jail Fees/Reimbursements** – Vandewater informed the Board that a recent supreme court ruling has changed their position on how much inmates are responsible for paying for Jail fees and reimbursements. The Court can now make a determination on if a person is able to pay

the cost for staying in the jail and can now rule how much that person is responsible for. This can also include the medical bills that may occur during their stay. Vandewater exited at 9:13 a.m.

**WEED COMMISSIONER:** Nathan Jensen, County Weed Commissioner entered at 9:19 a.m. Jensen presented and answered questions on the Weed Commissioner's annual report. Moved by Shelley and seconded by Hoadley to approve the Weed Commissioner's Annual Report. Approved. Jensen exited at 9:24 a.m.

**ENGINEER:** Nick Kauffman, County Engineer entered at 9:25 a.m. **Stop Sign Resolution** – Moved by Shelley and seconded by Twombly to approve per Kauffman's recommendation **Resolution #2019-43** – WHEREAS, The Adair County Board of Supervisors is empowered under authority of Sections 321.236, 321.255, and 321.345 of the Code of Iowa to designate any secondary road intersection under their jurisdiction as a STOP intersection and to erect STOP signs at one or more entrances to such interactions; AND WHEREAS, Traffic on Quebec Avenue from 330<sup>th</sup> Street north to 310<sup>th</sup> Street has increased due to road improvements and granular surfacing and is now endangered by traffic from the east and the west on 320<sup>th</sup> Street at the intersection of Quebec Avenue at the NE Corner of Section 26, T74N, R31W (Orient Township) NOW BE IT RESOLVED, by the Adair County Board of Supervisors that the secondary road approaches from the east and the west on 320<sup>th</sup> Street be designated "STOP Approaches" to the above described intersection and that STOP signs with advanced warning signs be erected per the 2009 Edition of the Manual on Uniform Traffic Control Devices for Streets and Highways. Roll Call Vote: Wedemeyer, aye; Twombly, aye; Shelley, aye; Hoadley, aye; and Homan, aye. Approved. **Wage Progression** – Moved by Shelley and seconded by Twombly to approve the 24 months wage increase of \$0.93/hour for Will Erickson. Approved. **Longevity Raises** – Moved by Twombly and seconded by Hoadley to approve the \$0.05 longevity raise for Adam Comstock for completing five years of employment with the County. Approved. Moved by Shelley and seconded by Twombly to approve the \$0.05 longevity raise for Gary Metzger for completing 30 years of employment with the County. Approved. **Procurement Policy** – Kauffman stated that in order to receive the FEMA funds the County must have the Procurement Policy, Conflict of Interest Policy, Safeguard Personal Information Policy, and reporting Federal/State Grant Violation policy in place. Moved by Homan and seconded by Shelley to approve and for the Chair to sign the Procurement Policy. Approved. **Conflict of Interest Policy** – Moved by Shelley and seconded by Hoadley to approve and for the Chair to sign the Conflict of Interest Policy. Approved. **Safeguard Personal Information Policy** – Moved by Twombly and seconded by Hoadley to approve the Safeguard Personal Information Policy. Approved. **Reporting Federal/State Grant Violation Policy** – Moved by Hoadley and seconded by Homan to approve and for the Chair to sign the Reporting Federal/State Grant Violation Policy. Approved. **LOST Box Culvert** – Kauffman stated that the N10 Prussia Box culvert on 170<sup>th</sup> street has washed out. The project was not originally in the LOST budget plans but after re-estimating amounts and projects being done under what was originally budgeted, there is money in the budget to complete the project. Moved by Twombly and seconded by Hoadley to proceed with paying for the N10 Prussia Box Culvert out of the LOST budget. Approved. **Maintenance and Activities** – Kauffman gave an update on the following projects: The Engineer has now accepted back most of the roads from Mid-America to maintain from the Orient Wind Farm that are West of Highway 25. Kauffman drove all the roads to make sure they were in accordance with the Road Maintenance Contract; Cunningham Reis is going to start on Butler project; South of Bridgewater Wetlands; they received 29 applications for the Office Manager Position and will begin interviewing soon.

**ADJOURNMENT:** Moved by Twombly and seconded by Hoadley to adjourn at 9:51 a.m. Approved.

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

**ATTEST:** \_\_\_\_\_ Mandy Berg, Auditor