

December 18, 2019

Board members present for regular session at 9:00 a.m. were: Homan, Shelley, Twombly, and Wedemeyer. Hoadley was absent. Also present: Mandy Berg, Colleen Oxley, Rich Wallace, and Caleb Nelson. All motions were approved unanimously unless noted otherwise.

MINUTES: Moved by Shelley and seconded by Twombly to approve the minutes from December 11, 2019. Approved.

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

Vendor Name	Payable Description	Total Payments			
			Johnson Controls Security Solutions	Quarterly Billing	\$447.23
			Julia A. Haack, Trustee Of Julia A. Haack Family Trust	Easements	\$965.00
Access Systems	Total It Care	\$2,151.73	Kingery Sign Company	Vinyl Decals	\$200.00
Access Systems Leasing	Server Lease	\$578.92	Kinzie Service	Service	\$71.95
Adair Co Engineer	Gas County Cars	\$946.15	Machine Shed	Ilea Meals	\$1,849.00
Adair Co Health System	Jail Meals	\$4,149.50	Marco Technologies Llc	Copier Fees	\$125.33
Adair News, The	Official Notices, Bd Minutes	\$828.85	Marco, Inc. Nw 7128	Maintenance Contract Copy	\$171.35
Adams Co Sheriff	Prisoner Care & Keep	\$1,240.00	Mediacom	Machines	
Agriland Fs Inc	Ethanol/ Diesel	\$20,990.97		Phone & Internet	\$682.89
Ahlers & Cooney Pc	Labor Relations	\$800.00	Metal Culverts Inc	Cmp & Bands	\$60,523.72
Alere Toxicology Services, Inc	Drug Screen	\$13.00	Midwest-Wheel Companies	Parts	\$42.38
Alliant Energy - les	Intersection Lighting/ Utilities	\$2,034.07	Monaghan, Barry	Building Rent	\$114.07
Aramark Uniform Services	Towel & Uniform Service	\$348.64	Northland Products Co	Oil/ Grease	\$6,335.30
Avey, Floyd Duane	Office Supplies	\$14.97	Nucara Pharmacy	Prisoner Prescriptions	\$5.12
Bridgewater Tires & More	Tire Repair/ Tire Swap	\$88.00	Office Machines Company	Office Supplies/ Toner	\$639.88
Carl M. Ford And Kristina K. Ford	Easements/ Fence/ Damages	\$24,380.00	O'halloran International	Parts	\$979.99
Central Ia Distributing Inc	Trash Bags	\$57.90	Pitney Bowes Rental Charges	Postage Meter Rent	\$146.61
Century Link	Phone	\$32.58	Postmaster	Stamps	\$70.00
Cintas	1st Aid Supplies	\$53.47	Power Plan	Delivery Charge	\$475.00
Creston Publishing Company	Official Publications, Bd Minutes	\$743.05	Praxair Distributing Inc	Welder & Assessories	\$6,214.38
Cunningham-Reis, Llc	Bros-Swap-Coo1(103)--Se-01	\$34,945.75	Productivity Plus Account	Parts	\$946.84
Daniel L. Westphal And Patricia A. Westphal	Easements/ Fence	\$47,976.03	Queck, Kaye	Bd Member Mileage	\$35.52
Davidson, Doug	Bd Member Mileage	\$39.84	Randall, Patricia	Bd Member Mileage	\$45.12
Delta Dental Delta Vision	Isac Group Vision	\$89.56	Reeves Co, Inc.	Deputy Uniform/ Name Pin	\$49.79
Donna L. Victor And Richard D. Victor	Easements/ Fence/ Damages	\$32,100.00	Rolling Hills Farm Corp	Easements	\$12,900.00
Ed M Feld Equipment Co	Fire Extinguisher Repairs	\$1,245.00	Ruby Tire	Tire Labor	\$545.00
Eddy, Kenneth	Bd Member Mileage	\$28.80	Schildberg Const Co Inc	Maintenance & Shoulder	\$49,159.18
Farmers Electric Coop	Intersection Lighting/ Utilities	\$1,078.97		Rock	
Farmers Lumber Company	Culvert Supplies, Posts	\$728.50	Secondary Road Fund	Fuel	\$1,125.75
Fnb Bank	Ach Origination	\$57.20	Secure Benefits Systems Corp	Hra Fees/Claims	\$5,915.43
Fontanelle City	Utilities	\$69.01	Shirley E. Hall	Easements/ Fence	\$12,946.49
Fox Welding Co	Bridges/ Parts/ Labor	\$230.48	Sickles Trucking & Repair Llc	Service & Parts	\$375.00
French Land & Cattle, L.L.C.	Easements/ Fence	\$29,450.90	Southern Ia Rural Water	Bwater/ Bwater Dump Station/ Lo Sewer	\$91.25
Galls, Llc	Uniform Supplies	\$114.98	Southwestern Community College	Child Abuse Prevention Grant	\$1,057.25
Gatr Truck Center	Parts/ Labor/ Equipment	\$1,422.96	Thomson Reuters - West	Library Plan Charges	\$651.64
	Supplies		Tompkins Industries Inc	Parts	\$461.75
Greenfield Lumber Company	Culverts/ Radios/ Equipment	\$122.53	Twillmann, John D.	Courthouse Mileage	\$65.89
	Supplies		Umb Bank N.A.	Series 2018 Paying Agent Fees	\$1,300.00
Greenfield True Value	Parts/ Equipment Supplies/ Misc Shop/ Hand Tools	\$445.72	Van Diest Supply Co	Tree Lance	\$510.00
Griffith, David	Safety Clothing	\$50.00	Verizon Wireless Bellevue	Cellular Phone Service	\$234.59
Gruss, John	Bd Member Mileage	\$29.76	Visa	Boots, Work Clothing	\$982.52
Harrison Truck Centers	Parts	\$70.98	Wallace Auto Supply Co	Parts/ Hand Tools/ Equipment	\$1,157.76
Hawkeye Truck Equipment	Dump Body/ Sander, Snow Plow, Etc	\$83,336.28		Supplies	
	Mileage, Lunch	\$307.60	Wallace, Richard W	Storage Container	\$18.19
Hotsy Cleaning Supplies	Parts/ Labor	\$2,365.65	Wendell S. Haack, Trustee Of Wendell S. Haack Family Trust	Easements	\$965.00
Hydraquip Inc.	Labor	\$1,455.75	Williams, Barry	Grove Cemetery Mowing	\$330.00
Imwca	Work Comp Premium	\$4,526.00	Wittrock, Lyle	Comp Bd Mileage	\$20.16
Interstate Battery Sys Of Dsm	Parts	\$479.80	Woosley, Adam	Safety Footwear	\$75.00
Isac	Registration	\$960.00	Young, Nancy	Va Rent	\$450.00
Isaca District 4 Treasurer/Sec	District 4 Meeting Registration	\$15.00	Youth Emer. Services & Shelter	Shelter Services	\$886.35
Jeanette Hall	Easements/ Fence	\$12,946.48	Ziegler Inc	Parts/ Labor/ Filters	\$9,532.80
Johnson Controls	Fire Extinguishers	\$455.00		Grand Total	\$499,489.80

0001 - GENERAL FUND	\$25,013.19
0002 - GENERAL SUPPLEMENTAL	\$239.00
0011 - RURAL SERVICES	\$525.00
0020 - SECONDARY ROAD	\$289,862.83
0032 - NW WIND FARM UR DEBT SERVICE FUND	\$750.00
0033 - SPECIAL LAW ENFORCEMENT	\$1,914.89
1520 - NW WIND FARM UR CAPITAL PROJECT FUND	\$174,629.90
2010 - PUBLIC SAFETY CENTER DEBT SERVICE FUND	\$250.00
2999 - MISC CAPITAL PROJECTS DEBT SERVICE	\$300.00
8500 - ADAIR COUNTY INSURANCE TRUST	\$6,004.99
GRAND TOTAL	\$499,489.80

Approved.

TAXABLE MEAL: Moved by Twombly and seconded by Shelley to approve the taxable meal for Dave Homan for \$10.55. Approved.

LIQUOR LICENSE RENEWAL: Moved by Shelley and seconded by Twombly to approve the liquor license renewal for the 5 x 80 Country Club. Approved. Supervisor Hoadley entered at 9:04 a.m.

MEDIACOM BUSINESS CONTRACT: Moved by Shelley and seconded by Hoadley to sign the new Mediacom Business Contract for internet and long-distance phone service. Approved.

ELEVATOR MAINTENANCE CONTRACTS: Rich Wallace, Courthouse Maintenance presented two elevator maintenance contracts. Wallace explained that the elevator's software is proprietary to Shindler and will not let anyone else maintain it. O'Keefe was able to give us a contract for routine maintenance, but it does not include any maintenance for the software as it does not have the rights to it. There was a question on the pricing of Shindler's contract that Wallace will clarify and bring back. Wallace exited at 9:13 a.m.

VETERANS' AFFAIRS NEW HIRE: Duane Avey, VA Director and Lee Ashmore and Lucas Queck, VA Commissioners entered at 9:13 a.m. The Veterans' Affairs office would like to hire Gwen Johnston as Office Assistant starting December 19, 2019 at \$15.00/hour for 10 to 20 hours per week. Moved by Hoadley and seconded by Homan to approve Gwen Johnston as the Veterans' Affairs Office Assistant. Approved. Johnston will be certified in the spring of 2020. Avey, Ashmore, and Queck exited at 9:17 a.m. Janelle Schneider and Brenda Wallace entered at 9:17 a.m.

ACCESS SYSTEMS: Jim Harrison, Steve Aims, and Chris Boysen, Access Systems entered at 9:18 a.m. **Computer Lease** – Harrison explained to the Board that Windows 7 will no longer be supported after January 14, 2020 and that the Courthouse elevators will need to be updated to Windows 10. Harrison presented two documents. The first document would be the outright purchase of the new computers needed in the courthouse for \$13,586.64. The second document was a 4-year lease for the computers at \$368.88/month. If the computers were kept on a 3-year rotation, the price would be cheaper. Computers can be added and replaced into the lease as needed. Moved by Twombly and seconded by Hoadley to approve the 4-year lease for the computers with Access Systems. Approved. **Auditor's Copier Contract** – Boysen presented a buyout lease for the Auditor's copier. The Auditor's current lease will be up in April. Access will cover the contract's remaining balance and send back the old copier to Infomax. The lease will save the County \$74/month and the overage cost per page is significantly less than what the Auditor's office currently has. Moved by Hoadley and seconded by Homan to approve the copier lease with Access Systems for \$213.20/month. Approved. Jayne Lents entered at 9:20 a.m. Harrison, Aims, Boysen exited at 9:30 a.m. Dominic Johnson and Jeff Vandewater entered at 9:30 a.m.

COMPENSATION BOARD RECOMMENDATION: Jayne Lents, Compensation Board thanked the Supervisors for the job they do. Lents explained that the compensation board talked with all the Department heads at their meeting. Lents and the compensation board believe that Adair County has good elected officials and staff and that the offices have been through a lot in the last year with the Auditor leaving, the Sheriff's office dispatcher and staff changes and Sheriff Vandewater cross training and taking on new duties, and the new attorney stepping up to fill her position. Lents explained that it is the compensation board's duty to provide a fair compensation recommendation on the numbers that are presented to them and duties that they see. The compensation board would like to recommend a \$5,000 wage adjustment plus a 4% increase for the Attorney and Sheriff and a wage adjustment of \$2,500 plus 4% for the Auditor, Treasurer, Recorder, and Supervisors. The Board commented that they would take it into consideration during budget season and thanked Lents and the Compensation Board for their work. Lents and Vandewater exited at 9:37 a.m. The Board discussed budgeting and how the departments should present their budgets. Schneider and Wallace exited at 9:43 a.m.

ENGINEER: Nick Kauffman and Nichole Queck entered at 9:43 a.m. **Wage Rate Progression** – Moved by Hoadley and seconded by Homan to approve the 24-month wage progression for Clark Carns for an additional \$0.93/hour per Kauffman's recommendation. Approved. **Award Contract** – Moved by Shelley and seconded by Hoadley to award the contract to Gus Construction for \$177,746.95 for the N10 Prussia box culvert. Approved. **Sign Front Page** – Moved by Twombly and seconded Homan to sign the Front Page for the G61 grading project. Approved.

Report of Maintenance & Activities – Kauffman gave an update on the following maintenance and activities: EWP projects and funding, Cunningham Reis project, cleaning ditches, and their auction is tomorrow. Vandewater entered at 9:57 a.m. Kauffman, Queck, and Johnson exited at 9:59 a.m.

ELEVATOR MAINTENANCE CONTRACTS (CONT): Rich Wallace, Courthouse Maintenance entered at 10:00 a.m. Wallace stated that if we went ahead with digital monitoring, it would send a notification for a technician at Schindler to come right away. Currently, the elevator sends the notification to the Sheriff's office. The Board thought that it would be a good idea to pay the \$10/month for monitoring by Shindler instead of wasting the Sheriff's time for calls that would normally be maintenance calls. Moved by Twombly and seconded by Homan to approve the elevator maintenance contract with Shindler for \$ 3,036 annually for five years. Approved.

ADJOURNMENT: Moved by Twombly and seconded by Hoadley to adjourn at 10:07 a.m. Approved.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ Matt Wedemeyer, Chairman

ATTEST: _____ Mandy Berg, Auditor