

**June 30, 2020**

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

Also present: Mandy Berg

All motions were approved unanimously unless noted otherwise.

Due to heightened public health risk from the coronavirus outbreak, the Board Meeting was held via conference call pursuant to Iowa Code section 21.8.

**MINUTES:** Moved by Wedemeyer and seconded by Hoadley to approve the minutes from June 24, 2020. Approved.

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

Vendor Name	Payable Description	Total			
Adair Co Auditor	Misc Shop-Cleaning Supplies	\$28.52	Lamb, Michael J.	EWP Project #2	\$56,562.34
Adair Co Sheriff's Reserves	Reserve Pay	\$6.00	Larson, Melissa S., P.C.	Attorney Expense	\$36.35
Adair County E911	Range Supplies	\$95.12	Loudon Properties LLC	Custodial Supplies	\$123.00
Ahlers & Cooney Pc	Series 2020 TIF Ur Bond Services	\$13,626.19	Meisenheimer, Janelle	Mileage	\$11.50
Antisdell, Nancy M.	Bd Member Mileage	\$5.76	Metzger, Gary	Mowing Orient Yard/ Clothing Allow	\$301.63
Aramark Uniform Services	Misc Shop Expense	\$137.77	Midwest-Wheel Companies	Parts-Stock	\$907.40
Ashworth Vision Clinic	Equipment/ Rep Glasses	\$540.00	Moody's Investors Service	Bond Series 2020 Rating	\$13,000.00
Automated Systems Of Iowa	Repairs	\$1,600.00	Moore, Randall	Township Meetings	\$80.00
Baudler Plumbing & Heating	Hydrant At Mt Campground	\$403.56	Motorola Solutions, Inc	Batteries	\$988.19
Bridgewater Tires & More	Tire Repair	\$150.00	Murphy Heavy Contracting	EWO Project #1	\$43,743.41
Cams, Clark	FY19 FY20 Safety Boot Allowance	\$150.00	Office Depot	Thermometer	\$137.58
Central IA Distributing Inc	Custodial Supplies	\$654.10	Office Machines Company	Office Supplies	\$1,292.08
Central Iowa Collision, LLC	Service, Repair, Oil Change	\$1,022.04	O'Halloran International	Parts	\$74.81
Comstock, Adam	Safety-Boot Allowance Fy19 & Fy20	\$150.00	Orient City	TJ Payment - June	\$247.98
Cooper, Bradley	Safety- Boot Allowance- 1st Pair	\$120.00	Out Of The Blue	Money Tube	\$1,605.00
Creston Publishing Company	Official Publications-Weed Notices	\$303.00	Paxton, Rick	FY20 Boot & Clothing Allowance	\$124.89
Cunningham-Reis, Llc	L-Lbrw18l--73-01	\$3,063.42	Perry's Window Service	Misc Shop-Office Window Washing	\$130.00
Davidson, Doug	Bd Member Mileage	\$48.00	Postmaster	Postage Stamps	\$440.00
Diamond Mowers Llc	Parts #109a	\$327.04	Praetorian Digital	Fy21 Police One Membership	\$703.80
Diamond Oil Co	Diesel 882.40 Gallons	\$1,601.45	Pria	Fy21 Membership Renewal	\$60.00
Eddy, Kenneth	Bd Member Mileage	\$3.84	Queck, Kaye	Bd Member Mileage	\$5.76
Election Source	2020 Service Contract	\$6,371.00	Quick Supply Co	Mulch, Tackifier	\$15,576.00
Farmers Lumber Company	Wood For Range Training	\$388.45	Quill	Copy Paper, Thermometer	\$159.96
FNB Bank	Ach Origination Fees	\$160.80	R J Thomas Mfg Co Inc	Fire Rings	\$1,098.00
Ford, Dustin	Safety-Boot/Clothing Allowance	\$170.00	Randall, Patricia	Bd Member Mileage	\$19.20
Fox Welding Co	Equipment-Vermeer Disc Mower	\$13,064.60	Ross, Tracy J	Township Meetings	\$80.00
Frederick, Jim	Township Meetings	\$40.00	Ross, Wayde	Township Meetings	\$80.00
Frese, Stan	VA Mileage	\$89.90	Schafer Construction	Repairs To Shop	\$1,100.00
Galls, LLC	Uniform Supplies	\$2,465.25	Schafer Welding LLC	Parts #142	\$950.00
GATR of Des Moines, Inc	Parts	\$621.24	Schildberg Const Co Inc	Maintenance Rock	\$70,516.25
Gettler, Tom	Township Meetings	\$80.00	Schneider, Janelle	Light	\$16.97
Greenfield Lumber Company	Kiosk Materials	\$2,373.96	Secretary Of State	NCOA Cards	\$61.12
Greenfield True Value	Supplies	\$116.45	Secure Benefits Systems Co	HRA Fees/ HRA Claims	\$10,110.27
Gruss, John T.	Bd Member Mileage	\$7.68	Sheel, Rachel	Logo Design	\$170.00
Hard Drive Graphics	Uniform Supplies	\$855.00	Shelley, Steven	Mileage	\$29.76
Hatcher Mobile Services LLC	Parts/ Labor	\$5,752.64	Sickles Trucking & Repair	Service & Parts	\$30.00
IA Association Of County	Fy21 Dues	\$1,500.00	Sickles, Tyson	Misc Yards-Mowing Greenfield Yard	\$275.00
IA Dept Public Safety	Fy21 TTY Line Rent	\$4,692.00	Sioux Sales Company	Deputy Equipment	\$5,987.00
IA Law EnforcementAcademy	Jail Inservice	\$1,800.00	SWCC	FY20 Child Abuse Prevention Grant	\$1,274.10
IA Prison Industries	Signs	\$784.91	Sprayer Specialties Inc	Parts #205	\$21.10
Interstate All Battery Center	Batteries	\$59.64	Storey Kenworthy	Election Supplies	\$54.00
Iowa County Recorders Assn	Fy21 Registration	\$100.00	Sunset Law Enforcement	Ammo	\$732.50
ISAC Unemployment	2nd Qtr. Unemployment	\$1,964.83	Twombly, John	Mileage	\$64.32
IXOM Watercare, Inc	Solar Bee Extended Warranty	\$2,830.00	UMB Bank N.A.	Bond Series 2020 Acceptance Fee	\$300.00
JB Holland Construction, Inc.	Lfm-Lgg61--7x-01	\$103,123.04	UMB Bank, N.A.	Paying Agent Fees Series 2018	\$1,300.00
Jensen, Randall	Misc Shop- Pest Control	\$108.00	Unplugged Wireless	Consolette/ Batteries	\$5,362.90
Jerico Services Inc	Dust Proofing	\$240.00	V Raptor Speedworks LLC	DNR Shelter Truss	\$950.00
Karl Emergency Vehicles	Equipment, Labor	\$6,746.08	Verizon Wireless Bellevue	Cellular Phone Service	\$504.61
Kiesler's Police Supply, Inc	Ammo	\$624.00	Visa	Supplies, Notary, Generator, Tools	\$1,578.09
Kinzie Service	Service/ 1-2 Veh Tire Mt/Balance	\$210.20	Wallace Auto Supply Co	Parts	\$34.48
Klemish, Cleon	Township Meetings	\$80.00	Wallace, Richard W	Mileage	\$104.74
			Warrior, Tyler	Misc Yards-Mowing Bridgewater	\$119.00

Western Engineering Co, Inc.	Lfm-Hmag27--7x-01	\$577,240.08	Windstream	Telephone Utility	\$1,313.04
Williams, Barry	FY20 Clothing & Boot Allowance	\$200.00	Zimmerline, Jade	FY20 Boot Allowance	\$150.00
Wilson Electric	Electrical Supplies/Service	\$1,329.82		<b>Grand Total</b>	<b>\$1,000,923.51</b>
<b>Fund Summary</b>					
0001 - General Fund		\$89,885.75			
0002 - General Supplemental		\$7,707.61			
0011 - Rural Services		\$26,221.63			
0020 - Secondary Road		\$182,271.71			
0021 - Local Option Sales Tax		\$3,063.42			
0032 - NW Wind Farm Ur Debt Service Fund		\$750.00			
1520 - NW Wind Farm Ur Capital Project Fund		\$680,363.12			
2010 - Public Safety Center Debt Service Fund		\$250.00			
2999 - Misc Capital Projects Debt Service		\$300.00			
8500 - Adair County Insurance Trust		\$10,110.27			
	<b>Grand Total</b>	<b>\$1,000,923.51</b>			

Approved.

**FISCAL YEAR 2021 WAGES:** Moved by Homan and seconded by Shelley to approve for publication the following FY21 Wages:

		Title/Department	FY20 Wages	FY21 Wages	
<b>SUPERVISORS</b>					
Wedemeyer	Matt	Supervisor	\$26,803.91	\$27,608.03	
Homan	David	Supervisor	\$26,803.91	\$27,608.03	
Twombly	John	Supervisor	\$26,803.91	\$27,608.03	\$1200.00 extra chair pay
Shelley	Steven	Supervisor	\$26,803.91	\$27,608.03	
Hoadley	Jodie	Supervisor	\$26,803.91	\$27,608.03	
<b>AUDITOR</b>					
Mitchell	Sandy	Deputy Auditor 85%	\$46,279.73	\$47,668.12	add'l .20 longevity
Woosley	Timber	Auditor Clerk 72%	\$38,699.50	\$40,377.70	
Nelson	Joshua	Elections/IT Deputy 77%	\$41,923.99	\$43,181.71	
Berg	Amanda	Auditor	\$54,446.74	\$56,080.14	
<b>TREASURER</b>					
Erbes	Jennifer	Treasurer Clerk-70%	\$38,112.72	\$39,256.10	
Kerber	Marilee	Deputy Treasurer 85%	\$46,279.73	\$47,668.12	
Lundy	Cindy	Treasurer Clerk-65%	\$35,390.38	\$36,452.09	
Wallace	Brenda	Treasurer	\$54,446.74	\$56,080.14	
<b>ATTORNEY</b>					
Larson	Melissa	County Attorney	\$67,826.19	\$69,860.98	
Griffith	Donnell	County Attorney Asst.	\$31,220.81	\$32,157.43	
<b>SHERIFF'S DEPARTMENT</b>					
Algreen	Michael	Sheriff Deputy	\$61,329.35	\$63,169.24	add'l .05 longevity
Armstrong	Joshua	Sheriff Deputy		\$59,453.40	
Blazek	Steven	Sheriff Reserve		\$20.00	
Critz	Kelly	Jail Administrator	\$29,999.00	\$29,999.00	
DeFrancisco	Tyler	Sheriff Deputy		\$59,453.40	
Denton	Dennis	Sheriff Dispatcher	\$18.82	\$19.38	.30 longevity included
Eshelman	Gregory	Sheriff Reserve	\$20.00	\$20.00	
Eshelman	Jennifer	Sheriff Dispatcher	\$18.52	\$19.08	
Eshelman	Jennifer	Matron	\$8.00	\$8.00	
Eshelman	Jennifer	Custodial	\$18.52	\$19.08	
Ford	Douglas	Sheriff Dispatcher	\$18.62	\$19.18	.10 longevity included
Gallagher	Dana	Sheriff Dispatcher	\$18.57	\$19.13	.05 longevity included
Gross	Harold	Sheriff Reserve	\$20.00	\$20.00	
Holmes	Polly	Sheriff Dispatcher	\$18.52	\$19.08	
Ingwers	Jacob	Sheriff Dispatcher	\$18.52	\$19.08	
Ingwers	Nadine	Sheriff Disp/Civil Clerk	\$23.82	\$24.53	.20 longevity included
Perkins	Kim	Sheriff Dispatcher	\$16.03	\$17.56	
Schaefer	Jonny	Sheriff Reserve	\$20.00	\$20.00	
Stofer	Michael	Sheriff Deputy		\$63,169.24	
Tipling	William	Sheriff Deputy	\$61,329.35	\$63,169.24	
Vandewater	Jeff	Sheriff	\$72,152.18	\$74,316.75	

Walker	Jerry	Sheriff Reserve	\$20.00	\$20.00	
Weed	Shellie	Sheriff Dispatcher	\$18.57	\$19.13	.05 longevity included
<b>RECORDER</b>					
Dolan	Mandy	Deputy Recorder 85%	\$46,279.73	\$47,668.12	add'l .20 longevity
Schneider	Janelle	Recorder	\$54,446.74	\$56,080.14	
Raper	Joni	Recorder PT Help/E911	\$13.88	\$15.00	
<b>SECONDARY ROADS DEPARTMENT</b>					
Bauer	Alex	Road Crew	\$20.70	\$21.32	.05 longevity included
Carl	Roger	Road Crew	\$19.72	\$20.31	
Carns	Clark	Road Crew	\$18.82	\$21.27	
Comstock	Adam	Road Crew	\$21.40*@	\$22.32*@	.05 longevity included
Cooper	Bradley	Road Crew		\$18.49	
Corder	Travis	Road Crew	\$18.82	\$19.38	
Cormeny	Troy	Road Crew	\$17.95	\$20.31	
Dukes	David	Road Crew	\$20.65	\$21.27	
Erickson	William	Road Crew	\$19.72	\$21.27	
Fletcher	Tracy	Road Crew	\$20.65	\$21.32	.05 longevity included
Ford	Dustin	Road Crew		\$18.49	
Griffith	David	Road Crew	\$21.40	22.27*	
Hansen	Sawyer	Engineer Assisstant	\$28.05	\$28.89	.05 longevity included
Jensen	Nathan	Weed Commissioner	\$21.44	\$22.18	.05 longevity included
Kauffman	Nicholas	Engineer	\$119,808.34	\$123,402.59	
Meisenheimer	Janelle	2nd Roads Clerk	\$16.71	\$19.32	.25 longevity included
Metzger	Gary	Road Crew	\$20.90	\$21.57	.30 longevity included
Metzger	Samuel	Road Crew	\$20.85	\$21.47	.20 longevity included
Palmer	Ray	Road Superintendent	\$57,502.50	\$59,227.58	add'l .15 longevity
Paxton	Rick	Road Crew	\$20.80	\$21.42	.15 longevity included
Queck	Nichole	Office Manager	\$50,000.00	\$51,500.00	
Sickles	Dean	Road Crew	\$19.72	\$21.27	
Sickles	Tyson	Engineer Tech	\$24.23	\$25.01	.05 longevity included
Sickles	Tyson	Safety	\$24.23	\$25.01	.05 longevity included
Spieker	Christopher	Weed Commissioner Asst	\$20.65	\$21.27	
Stewart	Lee	Road Crew	\$20.80	\$21.42	.15 longevity included
Tanner	Kyle	Road Crew	\$20.70	\$21.32	.05 longevity included
Venteicher	Kurt	Road Crew	\$17.03	\$19.38	
Williams	Barry	Road Crew	\$20.70	\$21.32	.05 longevity included
Woodsley	Adam	Mechanic	\$21.95*@	\$22.82*@	.05 longevity included
Zimmerline	Jade	Road Crew	\$20.70	\$21.32	.05 longevity included
<b>VETERAN'S AFFAIRS</b>					
Avey	Floyd	VA Director	\$15.38	\$15.84	
Ashmore	Lee	VA Commissioner	\$60.00/per mtg	\$60.00/per mtg	
Johnston	Gwen	VA Clerk	\$15.00	\$15.45	
Queck	Lucas	VA Commissioner	\$60.00/per mtg	\$60.00/per mtg	
Schildberg	John	VA Commissioner	\$60.00/per mtg	\$60.00/per mtg	
<b>CONSERVATION</b>					
Johnson	Dominic	Conservation Director	\$40,000.00	\$52,000.00	
Ehler	Jonathan	Conservation Officer	\$21.76	\$22.65	.15 longevity included
Funke	Jonathan	Conservation Aide	\$13.00	\$13.25	
Kerber	Chris	Conservation/Maint Tech	\$18.75	\$20.00	.10 longevity included
Olson	Lynette	Conservation PT Clerical	\$12.50	\$13.50	
<b>CUSTODIAN</b>					
Long	Loren	On Call Custodian	\$11.53	\$11.88	
Queck	Diane	On Call Custodian	\$12.50	\$12.88	
Wallace	Richard	Custodian/E911	\$18.05	\$18.59	.20 longevity included
<b>ASSESSOR</b>					
Dolch	Clark	Assessor Board	\$100.00/per day	\$100.00/per day	
Jensen	Pamela	Assessor	\$60,780.00	\$62,603.00	add'l .25 longevity
Ladd	Michael	Assessor Board	\$100.00/per day	\$100.00/per day	
Shelley	Billi	Deputy Assessor- 80%	\$45,585.00	\$50,083.00	
Warrior	Tiffany	Deputy Assessor- 85%	\$51,663.00	\$53,213.00	add'l .05 longevity
Wedemeyer	Judy	Assessor Board	\$100.00/per day	\$100.00/per day	
<b>TOWNSHIP CLERKS</b>					
Barrett	David	Township Clerk	\$20.00/per mtg	\$20.00/per mtg	

Bauer	Abygail	Township Clerk		\$20.00/per mtg
Belden	Ron	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Christoffersen	Randy	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Frederick	Julia	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Grubbs	Lorene	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Hopf	Marvin	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Jorgansen	Jeannette	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Kading	Ash	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Kordick	Diana	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Luers	Rebecca	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Maas	Ron	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
McCall	Diane	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Pickrell	Amanda	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Shelley	Billi	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Skellenger	Douglas	Township Clerk	\$20.00/per mtg	\$20.00/per mtg
Standley	Brenda	Township Clerk	\$20.00/per mtg	\$20.00/per mtg

**PRECINCT ELECTION OFFICIALS**

Election Chairs	Election Chairman	\$10.50/hr	\$10.50
Election Workers	Election Workers	\$9.50/hr	\$9.50

\* indicates 1.00 leader pay included

@indicates .50 mechanic pay included

Approved.

**UTILITY AND POSTAGE CLAIMS RESOLUTION:** Moved by Shelley and seconded by Hoadley to approve **Resolution #2020-44** – Payment Of Utilities And Postage Claims. Whereas, Chapter 331.506, Code of Iowa, allows the payment of postage and utility claims without prior board approval; Therefore, be it resolved by the Adair County Board of Supervisors, that the Adair County Auditor is authorized to prepare warrants for postage and utility claims for county departments, without prior board approval for FY21. Roll Call Vote: Twombly, aye; Shelley, aye; Hoadley, aye; Homan, aye; and Wedemeyer, aye. Approved.

**FY21 APPROPRIATIONS RESOLUTION:** Moved by Homan and seconded by Shelley to approve **Resolution #2020-45** – Appropriations. Whereas, it is desired to make appropriations for each of the different officers and departments for FY2021, in accordance with Section 331.434, subsection 6, Code of Iowa, Now Therefore, be it resolved by the Adair County Board of Supervisors as follows: Section 1. The amounts itemized by department or office on the attached schedule are hereby appropriated to the department or office listed. Section 2. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations from the fund, effective July 1, 2020. Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer 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 the resolution. Section 4. If at any time during the FY21 budget year the Auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the Board of Supervisors and recommend appropriate corrective action. Section 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto and unencumbered balance. The Auditor shall report the status of each account to the applicable department and officer at least quarterly during the fiscal year. Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business on June 30, 2021. Approved for adoption this the 30<sup>th</sup> day of June, 2020.

**FY2021 APPROPRIATIONS**

01	Board	\$741,427	24	Weed	\$65,224
02	Auditor	\$329,545	25	General Relief	\$15,500
03	Treasurer	\$298,087	26	DHS	\$9,450
04	Attorney	\$165,624	28	Medical Examiner	\$15,000
05	Sheriff	\$1,639,342	33	County Library	\$36,327
06	Clerk of Court	\$19,495	34	Historical	\$4,000
07	Recorder	\$192,914	51	General Services	\$103,369
19	Roadside Management	\$67,353	52	Data Processing	\$120,750
20	Engineer	\$18,300,103	53	Safety only	\$428
21	Veteran Affairs	\$66,181	54	911 only	\$7,454
22	Conservation	\$331,974	60	Mental Health	\$252,000
0023-22	REAP	\$5,000	99	Non Departmental	\$3,081,934
0027-22	Conservation Land Acq	\$65,000		<b>Total</b>	<b>\$26,018,481</b>
23	Health Board	\$85,000			

Roll Call Vote: Twombly, aye; Shelley, aye; Hoadley, aye; Homan, aye; and Wedemeyer, aye. Approved.

**TRANSFER RESOLUTIONS:** Moved by Shelley and seconded by Hoadley to approve **Resolution #2020-46** – Transfers FY2021. Be It Resolved by the Adair County Board of Supervisors to direct the Adair County Auditor to transfer \$1,104,000 from the Rural Basic Fund to the Secondary Road Fund during fiscal year 2021; Be It Resolved by the Adair County Board of Supervisors to direct the Adair County Auditor to transfer \$0 from the General Fund to the Secondary Road Fund during fiscal year 2021. Roll Call Vote: Twombly, aye; Shelley, aye; Hoadley, aye; Homan, aye; and Wedemeyer, aye. Approved.

**RECORDS DESTROY RESOLUTION:** Moved by Wedemeyer and seconded by Shelley to approve **Resolution #2020-47** – The following is a list of records, which are to be destroyed in accordance with Iowa Code and/or the recommendation from the Auditor Retention Guide and as authorized by the Adair County Board of Supervisors on June 30, 2020. County records included are:

<u>RECORDS TO BE DESTROYED</u>	<u>RECOMMENDED RETENTION AFTER FY2020 AUDIT</u>
Claims (including Engineer's) through 6/2016	2 yr
Claim Register through 6/2008	10 yr
Warrants/Checks through 6/2016	2 yr
Warrant Register/Check Register through 6/2008	10 yr
Bid Records through 6/2008	10 yr
Leases and Contracts through 6/2008	10 yr
Liquor License through 6/2015	3 yr
Cigarette and Tobacco Permits through 6/2013	5 yr
Payroll time cards through 6/2015	3 yr
Misc. receipts through 6/2016	1 yr
General ledger through 6/2008	10 yr
Expenditure & revenue ledgers through 6/2013	5 yr
Closed Session Tapes through 6/2008	10 yr
Transfer Books through 6/2013	5 yr
Treasurer's Semi Annual Report through 6/2016	1 yr
Monthly Reports through 6/2016	1 yr
Veteran Affairs Quarterly Reports 6/2011	7 yr
General Assistance Files 6/2011	7 yr
Proof of Publication through 6/2015	3 yr
Assessment Rolls through 6/2013	5 yr
941 Quarterly Report through 6/2013	5 yr
1099 through 6/2013	5 yr
Mental Health Copies for Claims thru 6/2011	7 yr
Official Bonds for County Officers thru 6/2012	6 yr
Insurance Policies through 6/2013	5 yr
Budget Worksheets through 6/2008	Administrative & legal values ended.
Board Handwritten Minutes thru 6/2008	Administrative & legal values ended.
Returned Homestead and Military disallowances through 6/2016	Administrative & legal values ended.

**VETERANS AFFAIRS APPOINTMENT:** Moved by Wedemeyer and seconded by Hoadley to re-appoint John E.F. Schildberg III to the Veterans Affairs Commission to serve a 3-year term expiring July 1, 2023. Approved.

**TOWNSHIP CLERK WAGES:** Moved by Hoadley and seconded by Twombly to approve the township clerk wages for Lorene Grubbs, Summit Township Clerk, for \$60.00. Approved.

**TAXABLE MILEAGE:** Moved by Hoadley and seconded by Wedemeyer to approve the taxable mileage for Steve Shelley for \$322.16. Approved.

**SHERIFF'S ADDENDUM:** The Board discussed the Sheriff's Addendum to the Handbook. Moved by Hoadley and seconded by Homan to approve the Sheriff's Addendum to the handbook effective July 1, 2020. Approved. Brenda Wallace and Janelle Schneider entered at 9:12 a.m. Rich Wallace entered at 9:13 a.m.

**CLERK OF COURT – COURTHOUSE REOPENING:** Stacey Armstrong, Clerk of Court entered at 9:15 a.m. Armstrong informed the Board that courtrooms must be open starting July 13, 2020 for non-jury trials, although many hearings will still be taking place over the phone. Since the courthouse remains closed, people will have access to the courtroom by elevator only and the stairs will only be used for emergency exits. Seats have been marked off and Armstrong will be getting floor markings to follow social distancing guidelines. Armstrong is hoping to have a system in place where people wait in their cars until she is able to call them in for their turn.

**ADJOURNMENT:** Moved by Hoadley and seconded by Homan to adjourn at 9:22 a.m.

**ADAIR COUNTY BOARD OF SUPERVISORS:** \_\_\_\_\_ John Twombly, Chairman

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