

July 22, 2020

Board members present for regular session at 9:00 a.m. were: Twombly, Homan, and Shelley joined via conference call. Wedemeyer and Hoadley were absent. 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 Shelley and seconded by Homan to approve the minutes from July 15, 2020. Approved.

MANURE MANAGEMENT PLAN: Moved by Shelley and seconded by Homan to acknowledge receipt of the manure management plan update from Prestage Farms PI-265. Approved. Brenda Wallace entered at 9:01 a.m.

FIREWORKS PERMIT: The Board reviewed the Fireworks Permit Application that was submitted by Dennis Dukes. Moved by Homan and seconded by Twombly to approve the fireworks permit with proof of insurance for Dennis Dukes on August 8, 2020. Approved.

COVID-19 UPDATES AND DISCUSSION: The courthouse employee who was exposed to an individual who tested positive for COVID-19 has tested negative and has completed her isolation period and is now back to work. Supervisor Twombly would like to go back to how the offices were operating before and would like to move board meetings down to the secondary roads shop to allow the supervisors to meet in person while keeping their distance.

VETERANS' AFFAIRS: Duane Avey, Veterans' Affairs Director joined the conference call at 9:04 a.m. **VA Office Cleaning** – Avey stated they have been trying to figure out someone to clean the office since Diane Queck resigned. His current part time office administrative assistant, Gwen Johnston, is willing to do the cleaning if the Board would allow her a couple extra hours every two weeks. Moved by Twombly and seconded by Homan to allow Gwen Johnston to work two extra hours every two weeks to clean the Veterans' Affairs office at her current hourly rate of \$15.45. Approved. Avey exited the call at 9:07 a.m. Jodie Hoadley joined the conference call at 9:08 a.m.

BENEFITS PLUS – EMPLOYEE BENEFITS: Paige Witte and Josh Ferrell, Benefits Plus/Aflac joined the conference call at 9:15 a.m. Witte gave an overview of some of the benefits they offer and wanted to get the Board's perception on these benefits. Supervisor Twombly stated that he thought these other insurances and benefits could be beneficial to certain employees but thinks it is the employee's personal choice and therefore meeting with employees should not be done during work hours. Supervisor Homan agreed and thinks that if an employee is interested in these benefits, they should meet with them during their own time. Supervisor Shelley stated that once we allow one insurance company to come in during work hours, it opens it up to other insurance companies to come in. The Board would allow documents to be distributed to employees, but employees will need to meet with them on their own time if they were interested in any of these extra benefits. Hoadley exited the call at 9:20 a.m. Rich Wallace entered at 9:26 a.m. Witte and Ferrell exited at 9:32 a.m.

COURTHOUSE WINDOWS: Rich Wallace, Courthouse Maintenance, explained to the Board that on November 27, 2019, he had contacted Wade McKee from Grand Contracting when he noticed air was leaking through the windows in the new elevator addition. Grand Contracting had Tom Hagan come and look at the windows in January and told Wallace that he had a few ideas about fixing the windows and would let him know. Wallace stated that Pella Windows also came to inspect the windows. Pella attempted to put more weatherstripping in, but it didn't solve the problem. Pella stated that the windows needed to be re-set and be installed per their manufacturer instructions. After not getting a response from Grand Contracting, Wallace reached out again on July 3, 2020 and they responded that they believed the only solution would be to caulk the windows. The Board and Wallace agreed that this would not be an acceptable solution and that the windows should have been installed correctly to begin with. Wallace stated that the windows bow out in the middle and that they weren't properly shimmed and that they weren't insulated like they were supposed to be. Pella will be sending Wallace a letter stating what they recommend. The Board would like the county attorney to send a letter to Grand Contracting with the letter from Pella stating that they would like the windows to be re-installed correctly. Grand Contracting would be given the option to fix the windows themselves or the Board can hire someone for the job and send the expense to Grand Contracting to pay. Wallace did have Jerry Christensen inspect at the windows and submitted a quote of \$8,750.

ADJOURNMENT: Moved by Shelley and seconded by Homan to adjourn at 9:47 a.m.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ John Twombly, Chairman

ATTEST: _____ Mandy Berg, Auditor