

December 30, 2020

Board members present for regular session at 9:00 a.m. were: Twombly and Homan. Hoadley, Shelley, and Wedemeyer joined via conference call. Also present: Mandy Berg, Jerry Walker, and Jeff Vandewater. 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 December 23, 2020. Approved.

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

Vendor Name	Payable Description	Total	Solutions		
A.M. Cohron & Son, Inc	L-Lbrn22j--7x-01 Bridge Replacement (Tif)	\$109,166.49	Larson, Melissa S., P.C.	Attorney Expense	\$2,100.00
Access Systems	Total It Care	\$2,727.97	Legacy Materials Llc	Ice Control Sand 184.42 Tons	\$1,480.89
Adair Auto Parts	24 Inch Blade Unit #508	\$25.72	Legislative Services Agency	2021 Iowa Code	\$125.00
Antisdell, Nancy M.	Bd Member Mileage	\$6.65	Lube Tech & Partners, Llc	Diesel Bulk Def Fluid 195.00 Gallon	\$338.20
Aramark Uniform Services	Floor Mats	\$121.84	Maeder, Mark E. & Patricia L. Trust	Bros-Swap C001(113)-- Temp Construction Easement	\$210.28
Ccl Supply, Llc	Cleaning Supplies	\$363.36	Mail Services Llc	Print & Postage	\$293.11
Central Salt Llc	Ice Salt 25.43 Tons	\$1,779.85	Mediacom	Internet	\$136.95
Certified Power Inc Companies	Parts-Driveline Unit#150	\$418.31	Michael Todd & Company	Tire Chains Unit#147	\$197.58
Daino, Marty	Snow Removal	\$70.00	Midwest-Wheel Companies	Parts-Unit#163	\$383.68
Davidson, Doug	Bd Member Mileage	\$57.00	Monaghan, Barry	Building Rent	\$114.07
Diamond Oil Co	Diesel 799.20 Gallons	\$1,544.59	Norsolv Systems Environmental	Part For Washer Solvent	\$178.95
Eddy, Kenneth	Bd Member Mileage	\$7.60	Northland Products Co	Oil	\$5,289.30
Election Source	2020 General Election Coding, Testing	\$1,575.00	Orient City	Transfer Of Jurisdiction Per 28e	\$674.67
Ford Heritage Farm, Llc	Lfm-G61-7x-01/15 Easement For Public Highway (Tif)	\$1,483.19	Productivity Plus Account	Filters	\$130.00
Frese, Stan	Va Mileage	\$85.10	Randall, Patricia	Bd Member Mileage	\$19.00
Gatr Of Des Moines, Inc	Parts Unit#507	\$232.02	Secure Benefits Systems Corp	Hra Fees/ Hra Claims	\$3,465.54
Greenfield Municipal Utilities	Atura Utilities Fy21	\$250.00	Sickles Trucking & Repair, Llc	Service & Parts	\$135.00
Gruss, John T.	Bd Member Mileage	\$7.60	Storey Kenworthy	Shredder	\$216.55
Guthrie Co Envir Health	July - Sept 2020 Billing	\$5,398.22	Terracon Consultants, Inc	L-Lbrw35j-01 Cross Hole Sonic Logging Testing-Lost	\$6,052.70
Hotsy Cleaning Supplies	Pressure Washer Repair Unit#83	\$625.63	Truck Center Companies	Parts-Unit#501	\$129.67
Housby Heavy Equipment, Llc	Filters	\$435.36	Verizon Wireless Bellevue	Cellular Phone Service	\$528.89
Inland Truck Parts Co	Parts-Unit#407	\$201.48	Wallace, Richard W	Mower Gas	\$11.85
Isac Unemployment	4th Qtr Unemployment	\$401.73	Windstream	Telephone Utility	\$964.07
Jensen Construction Co Inc	L-Lbrw35j--73-01 Bridge Replacement (Lost)	\$42,090.00	Wittrock, Lyle	Comp Bd Mileage	\$19.95
Jensen, Randall	Pest Control	\$58.00	World Data Corp	Volume 1 U.S. Passenger Vehicle Info	\$220.00
Jeo Consulting Group	Lost-Engineering Design Adair Shanghai Creek Bridg	\$15,140.00		Grand Total	\$208,172.33
Johnson Controls Security	Quarterly Billing	\$483.72			
Fund					
0001 - GENERAL FUND		\$10,899.10			
0002 - GENERAL SUPPLEMENTAL		\$1,862.49			
0011 - RURAL SERVICES		\$2,741.98			
0020 - SECONDARY ROAD		\$15,270.84			
0021 - LOCAL OPTION SALES TAX		\$62,632.70			
1520 - NW WIND FARM UR CAPITAL PROJECT FUND		\$111,299.68			
8500 - ADAIR COUNTY INSURANCE TRUST		\$3,465.54			
GRAND TOTAL		\$208,172.33			
Isac Group Dental	Health Ins Premiums		\$94.47		
Isac Group Health Program	Health Ins Premiums		\$1,203.00		
Isac Group Vision	Vision Ins Premiums		\$5.94		
	Grand Total		\$1,303.41		
Fund	Fund				
8500 - Adair County Insurance Trust			\$1,303.41		
	Grand Total		\$1,303.41		

Approved.

CHILD ABUSE PREVENTION GRANT: Moved by Shelley and seconded by Twombly for Auditor Berg, as contract administrator, to sign the Child Abuse Prevention Grant Draw Down. Approved.

CONNECTIONS AGENCY ON AGING SURVEY: Supervisor Twombly shared his answers to the survey. Moved by Wedemeyer and seconded by Hoadley to submit Supervisor Twombly's answers for the Connections Agency on Aging Survey. Approved.

COVID-19 UPDATES AND DISCUSSION: The Board would like to continue with how operations are going in the County. Auditor Berg had stated that the COVID-19 mandated sick leave from the Families First Response Coronavirus Act would be expiring on December 31, 2020 and wondered if the Board would like to extend that. The advanced sick leave the Board put into place at the beginning of the pandemic will remain in effect until the Board revokes or the public health emergency has ended.

SHERIFF: Jail Administrator New Hire – Sheriff Vandewater would like the Board to approve the hire of Michael Herbert as jail administrator and part-time deputy sheriff pending his pre-employment drug screening. Herbert would not be a regular salaried deputy as addressed in Chapter 341A of the Code (Civil Service) and as a civil process server as permitted in 331.652. Sheriff Vandewater would like Herbert to start with 10 days of vacation upon hire with a salary of \$45,000. The Board discussed whether the jail administrator should receive the yearly raise for FY22 and the vacation. Supervisor Wedemeyer stated there wasn't anything in the handbook stating that he would not receive the salary increase and thinks you that if you hire someone who has experience, they should be able receive better vacation. The Board would like Sheriff Vandewater to discuss these issues with HR Attorney Mike Galloway and come back on Monday to discuss. Moved by Shelley and seconded by Shelley to table the discussion until Monday. Approved. Engineer Nick Kauffman entered at 9:16 a.m.

AUDITOR: OCIO MOU – Cybersecurity Services – Auditor Berg presented a memorandum of understanding for the services provided by the OCIO for cybersecurity services. Adair County uses several services provided by the OCIO at no cost to the County. This MOU outlines what services can be provided to the County and includes services that are currently paid by the Federal Homeland Security Grant. Moved by Homan and seconded by Shelley for the chair to sign the Cybersecurity OCIO memorandum of understanding. Approved. **FY22 Insurance Renewal** – The Board had not made a final decision on insurance plans yet and would like to table until next week.

ENGINEER: Sign ROW Contract – Moved by Homan and seconded by Hoadley to approve the ROW Contract with Rolling Hills Farm Corp for .29 acres of right of way and .45 temporary easement for a total of \$2,970.94. Approved. **Report of Maintenance & Activities** – Kauffman gave an update on the following projects: snow removal, bridge contractors have shut down for the week, submitted budget to auditor and will meet with the board next week, would like to update the building North of the elevator with the remainder of the FY21 buildings budget, and had one electrical issue with a truck moving snow and was able to use the extra truck.

The Board thanked Supervisor Homan for his service to the County and wished him well in his retirement.

ADJOURNMENT: Moved by Homan and seconded by Hoadley to adjourn at 9:31 a.m.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ John Twombly, Chairman

ATTEST: _____ Mandy Berg, Auditor