

**January 24, 2024**

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

Also present: Mandy Berg, Jeff Vandewater, and Janelle Schneider. Ric Hansen – KJAN, Caleb Nelson – Adair County Free Press, and Jennifer Nichols – Atlantic News Telegraph joined via conference call.

All motions were approved unanimously unless noted otherwise.

**MINUTES:** Moved by Twombly and seconded by Baier to approve the minutes for January 10, 2024, January 12, 2024, and January 15, 2024. Approved.

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

A.M. Cohron & Son, Inc	BROS-SWAP-C001(118)--SE-01	\$1,620.00	Inland Truck Parts Co	Parts/Labor #643	\$1,224.51
Adair Co Engineer	Gas County Cars	\$2,088.09	ISAC	2024 Isac Spring Conference	\$210.00
Adair Co Health System	Prisoner Medical	\$286.80	ISAC Unemployment	4th Qtr Unemployment	\$201.87
Agriland FS Inc	Ethanol, Diesel, Rd Clr & Weed Fuel	\$52,959.06	Jensen, Randall	Pest Control	\$70.00
Alere Toxicology Services, Inc	New Employee Drug Screen	\$31.56	Lumen	Phone Charges	\$0.07
Alliant Energy - IES	Intersection Lighting, Utilities-Electric	\$1,640.20	Mediacom	Phone & Internet	\$1,126.11
Auxiant	HRA Ins Trust Claims	\$5,810.10	Midwest Service & Sales	Bridges Supplies	\$370.00
Carlson Crane Inspections,LLC	Shop Hoist Inspection	\$378.25	Northland Products Co	Oil, Grease, Other Equip Supplies	\$12,448.97
Central Iowa Detention	Juvenile Detention Services	\$6,300.51	ODP Business Solutions, LLC	Office Supplies	\$200.21
Cintas	Uniforms, Mops & Mat Service	\$91.40	Orient City	Transfer Of Jurisdiction	\$432.46
Daino, Marty	Snow Removal	\$200.00	Pearson Do, Timothy C	Medical Examiner Fees	\$150.00
Daughenbaugh, Cole	Tire Labor, Tires & Tubes	\$21,035.00	Productivity Plus Account	Parts-#219, #213 & #12	\$1,671.31
Des Moines Stamp Mfg Co	Notary Stamp - Reed	\$29.50	Roberts, Scott	Mower Gas	\$16.02
Earlham Savings Bank	Building Rent	\$114.07	Roland Funeral Service, Inc	Burial Relief	\$1,000.00
Fareway Stores	Inmate Food	\$6.35	Schildberg Const Co Inc	Maintenance Rock	\$113,672.96
Farmers Electric Coop	Intersection Lighting/Utilities	\$855.20	Secondary Road Fund	Fuel - December 2023	\$819.33
GATR Of Des Moines, Inc	Parts/Labor-#507	\$4,359.98	Tompkins Industries Inc	Parts-#404	\$616.64
Grainger	6- Tire Chain Pliers	\$522.40	Truck Center Companies	Parts-#503, #501	\$140.39
Greenfield Municipal Utilities	Utilities	\$295.34	Union Co Auditor	2nd Quarter Dhs Expenses	\$3,737.59
Greenfield True Value	Cable Clamp, Lag Screws, Service	\$54.32	Unity Point Clinic	Random Drug Tests/Alcohol Tests	\$42.00
Guthrie County Sheriff's Office	Prisoner Care And Keep	\$420.00	Us Cellular	Backup Internet	\$109.59
Hansman, David A	Check Heating Equipment, Labor	\$3,133.25	Verizon Wireless Bellevue	Cellphone Service	\$103.08
Hawkeye Truck Equipment	Parts-#509	\$186.00	Visa	Meals & Lodging/Parking	\$2,558.22
Housby Mack Inc	Filters	\$114.44	World Data Corp	Volume 1, Volume 2	\$300.00
I-80 Companies LLC	Other Equipment Supplies	\$92.58	Ziegler Inc	Parts-#316, #309 & #303	\$3,407.74
IA Law Enforcement Academy	Officer Investigations/ Back The Blue	\$20.00			
IMWCA	Work Comp Premium Fy23-24	\$4,817.00			
				<b>Grand Total</b>	<b>\$252,090.47</b>
0001 - GENERAL FUND		20637.65			
0002 - GENERAL SUPPLEMENTAL		1536.45			
0011 - RURAL SERVICES		4951.41			
0020 - SECONDARY ROAD		219154.86			
8500 - ADAIR COUNTY INSURANCE TRUST		5810.1			
	<b>GRAND TOTAL</b>	<b>\$252,090.47</b>			

Approved.

**GENERAL RELIEF BURIAL APPLICATION:** Moved by Twombly and seconded by Baier to approve the general relief burial application. Approved.

**HOMESTEAD & MILITARY DISALLOWANCES:** Moved by Wedemeyer and seconded by Hoadley to approve the 9 homestead and 1 military disallowances and for the Chair to send letters. Approved.

**CHILD ABUSE PREVENTION GRANT DRAW DOWN:** Moved by Hoadley and seconded by Baier for Auditor Berg, as contract administrator, to sign the Child Abuse Prevention Grant Draw Down. Approved.

**TEMP/PART-TIME SNOW REMOVAL & CUSTODIAN:** The Board discussed allowing for current employee Nathan Reed to help current courthouse maintenance & custodian, Scott Roberts, with snow removal as needed and other duties in Roberts' absence since there currently is no part-time or on-call custodian. It was previously discussed that retired courthouse maintenance and custodian, Rich Wallace, would fill this position after his retirement, but he can not return to an IPERS covered job until four months have passed after his retirement, which leaves a vacancy. Moved by Baier and seconded by Wedemeyer to hire Nathan Reed as a temporary/part-time custodian as needed with a wage at \$15.00/hour. Reed would perform these duties outside of his normal working hours. Approved.

**RECORDER'S OFFICE – NEW HIRE:** Supervisor Walker stated that himself, Recorder Schneider, and Auditor Berg had completed the application process to hire a Recorder's Deputy with the intent of the Board appointing the deputy to the Recorder's position after Schneider's retirement. The recommendation is to hire Kelly Mitchell with a starting salary of 80% of Recorder Schneider's salary. Moved by Walker and seconded by Hoadley to approve the hire of Kelly Mitchell at 80% of the Recorder's salary with a tentative start date of February 1, 2024 pending satisfactory pre-employment screenings. Approved. Schneider exited at 9:06 a.m.

**SHERIFF – NEW HIRE:** Sheriff Vandewater stated that he would like to hire Payton Armstrong as a Jailer/Dispatcher effective January . Armstrong has already completed all of the pre-employment screenings. Moved by Hoadley and seconded by Baier to approve the hire of Payton Armstrong as a Jailer/Dispatcher. Approved. Vandewater exited at 9:08 a.m.

**SOUTHERN IOWA RC&D – FY25 FUNDING REQUEST:** Michelle Wilson, Southern Iowa RC&D, discussed the services that are provided and are benefiting the region. Wilson is requesting a \$5,000 funding request for Southern Iowa RC&D for FY25. This is the same amount as requested for FY24. Wilson exited and Nick Kauffman entered at 9:22 a.m. Jeff Vandewater re-entered at 9:25 a.m.

**ENGINEER: Maintenance & Activities Report** – Engineer Kauffman gave an update to the Board on the following projects: snow removal and the opening of roads after the snow and blizzard and the Henry A. Wallace bid letting will be next week. Kauffman exited at 9:39 a.m.

**AUDITOR – FY25 BUDGET REQUESTS:** Auditor Berg discussed the following FY25 Budget Requests: Auditor \$399,758; Board of Supervisors \$1,034,248; Clerk of Court \$46,795; Data Processing \$161,750; Medical Examiner \$15,000; and Social Services \$15,500.

**BUDGET WORK SESSION:** Auditor Berg distributed initial budget numbers using the FY24 re-estimated budget numbers and the FY25 budget requests. The Board discussed the FY25 budget.

**SET FY25 HOURLY & SALARY WAGES:** The Board discussed the FY25 wage increases for County Employees. Moved by Twombly and seconded by Hoadley to approve a 3.2% wage increase for all Elected Employees. Wedemeyer, Walker and Baier opposed the motion. Motion denied. Moved by Wedemeyer to approve a 3.5% wage increase for the Attorney, Auditor, Recorder, Sheriff, and Treasurer and a 0% wage increase for the Board of Supervisors. Supervisor Hoadley stated that she believed the Board should be included in the wage increase with the time and work they put into the job. Motion died upon a lack of a second. Moved by Hoadley and seconded by Twombly for a 3.5% wage increase for all Elected Officials. Wedemeyer opposed. Motion Approved. Moved by Twombly and seconded by Baier to approve a 3.5% wage increase for all other employees. Approved.

**BUDGET WORK SESSION (CONTINUED):** The Board discussed the FY25 budget.

**ADJOURNMENT:** Moved by Twombly and seconded by Wedemeyer to adjourn at 10:29 a.m. Approved.

**ADAIR COUNTY BOARD OF SUPERVISORS:** \_\_\_\_\_ Jerry Walker, Chair

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