

Supervisors Room, Courthouse
Pocahontas, Iowa
April 16, 2024

The Board of Supervisors of Pocahontas County, Iowa, met for a regular session pursuant to adjournment. Members present: Chairman, Kyle Smith; Supervisors, Jeff Ives, Louis Stauter, Clarence Siepker, Brent Aden; and Auditor, Kelly Jepsen. Others present: Reporter, Erin Sommers.

Motion by Siepker, seconded by Aden, to approve the minutes from April 9, 2024 as presented. Ayes all, motion carried.

Motion by Ives, seconded by Stauter, to approve the agenda as posted. Ayes all, motion carried.

Motion by Aden, seconded by Siepker, to set a bid letting for pavement markings for Tuesday, May 7, 2024 at 10:30 a.m., in the Supervisors Room, at the Courthouse. Ayes all, motion carried.

Jack Moellering, County Engineer, and Tate Schmeling, Asst. County Engineer, updated the Board on what the roads crew has been doing. C49 (620th St.) between 110th Ave. and 120th Ave. will be closed starting May 10th to allow for planting season and the roads crew started their 4-10-hour days schedule on April 7th.

Motion by Stauter, seconded by Aden, to approve the Recorder's Quarterly Report and Report of Fees Collected for the month of March. Ayes all, motion carried.

Motion by Siepker, seconded by Ives, to approve the Treasurer's Quarterly Investment Report and Semi-Annual Report. Ayes all, motion carried. In the Quarterly Investment Report, it was noted that there was \$600.00 cash in the Treasurer's Office, \$8,002,691.93 in Certificates of Deposit, \$3,055,059.99 in Stamped Drainage Warrants, \$1,111,497.61 in Drainage Improvement Certificates, and \$16,273,404.79 in banks, for a total of \$24,443,254.32. This quarter there were two CD's renewed, \$147,898.88 in interest earned, and 383 driver's licenses issued that generated \$2,681.00 in revenue.

Motion by Ives, seconded by Aden, to approve Jt. DD 63 MOD claim for \$147.00, Jt. DD 77 MOD claims for \$132.22 and Jt. DD 77 Br. 11 Tile claim for \$198.33, all payable to Pocahontas County Secondary Roads for watchman services. Ayes all, motion carried.

Motion by Stauter, seconded by Siepker, to approve a change in the language in Section 3.2 of the Pocahontas County Employee Handbook, implemented on July 1, 2015, as stated below. Ayes all, motion carried.

Changed to read:

3.2 EARNINGS AND HOURS OF WORK: GENERAL PROVISIONS

Recording Work Hours

All employees, except elected officials, shall accurately record their hours worked, vacation, sick, compensation time used, and compensation time earned for each pay period using the electronic payroll system. Exempt employees do not earn compensation time. Time records shall be reported in the nearest ¼ (quarter) hour. Timesheets shall be submitted electronically, must be approved by both the employee and department head, acknowledging the accuracy, and then forwarded to the Auditor's Office on the due date and time set by the Auditor. If electronic timesheets are not submitted in accordance with this policy, employees will not be paid until the next scheduled pay date following the submission of the documentation requested above.

Motion by Aden, seconded by Stauter, to set the all employee meeting for April 23, 2024 at 8:00 a.m. and close all County buildings from 8:00 a.m. to 9:30 a.m. Ayes all, motion carried. The public purpose of said meeting is to educate employees on benefits, wellness and safety which will promote discounts on our health insurance and work comp premiums.

Motion by Aden, seconded by Siepker, to acknowledge receipt of Manure Management Plans: (1) Seehusen Finisher –ID# 61832 located in the SE SW, Section 30, Sherman Township with Middle Creek Swine, LLC as owner & Steve Licht as contact person; and (2) Pitstick Pork –ID# 63746 located in the SE NE, Section 11, Williams Township, Calhoun County with Pitstick Pork, LLC as owner & contact. Ayes all, motion carried.

Weekly meetings: Ives-Drainage and Road concerns; Stauter-EMS; Smith-Jail business; Siepker-Conservation, Linking Families, and Visioning Committee; and Aden-Nothing.

There being no further business, the Chairman declared the meeting adjourned.

Kyle Smith, Chairman

Kelly Jepsen, County Auditor