

Supervisors Room, Courthouse
Pocahontas, Iowa
April 25, 2023

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

Motion by Stauter, seconded by Siepker, to approve the minutes dated April 18, 2023 as presented. Ayes all, motion carried.

The agenda was approved as posted, on motion by Smith, seconded by Ives. Ayes all, motion carried.

With Jack Moellering, County Engineer, leaving June 1, 2023, he and the Board discussed a sharing resolution to cover the interim while the County searches for a new County Engineer so construction projects can continue. The Board will work to ensure everything is in place.

Motion by Stauter, seconded by Smith, to set a bid letting for patching for Tuesday, May 2, 2023 at 11:00 a.m., and pavement markings for Tuesday, May 9, 2023 at 11:00 a.m., both in the Supervisors Room, at the Courthouse. Ayes all, motion carried.

Motion by Ives, seconded by Stauter, to authorize the Chairman to sign the purchase agreement for the County Line Bridge project. Ayes all, motion carried. This is an agreement between Calhoun County and Richard & Marilyn Oberhelman for temporary easement. Pocahontas County will be doing the fence work.

Motion by Stauter, seconded by Siepker, to adopt the following resolution endorsing and authorizing application for Surface Transportation Block Grant. The chairman called the question with the following recorded votes: Ayes –Ives, Stauter, Aden, Siepker, Smith; Nays-none. Whereby the resolution is adopted to-wit:

RESOLUTION – 2023-04-#24

A RESOLUTION SUBMITTING A GRANT APPLICATION FOR REGION V SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM AND COMMITMENT OF MATCHING FUNDS

WHEREAS, the Region V Surface Transportation Block Grant Program provides funding for various STBG eligible projects as listed in the Region V STBG application; and

WHEREAS, the Board of Supervisors of the County of Pocahontas, Iowa hereby endorses the proposed project located north of Manson, Iowa on County Highway N-65; and

WHEREAS, the County wishes to apply for funding from the Region V Surface Transportation Block Grant Program for the above project; and

NOW, THEREFORE BE IT RESOLVED BY THE POCAHONTAS COUNTY BOARD OF SUPERVISORS THAT:

1. The County hereby commits matching funds as required by the Region V Surface Transportation Block Grant Program.
2. The County hereby commits to adequately maintain the completed project for its intended public use for a minimum of 20 years following project completion.
3. The County Board of Supervisors hereby authorizes Jack Moellering, County Engineer, to sign the project application on behalf of the County and authorizes his successor to carry the project to completion if it is approved for federal funding.

Approved This 25th Day of April, 2023

By: Pocahontas County Board of Supervisors

/s/Brent Aden, Chairman, /s/Jeffrey K. Ives, /s/Louis Stauter, /s/Clarence Siepker, /s/Kyle Smith

ATTEST: /s/Kelly Jepsen, County Auditor

John Runneberg, Roads Superintendent, and the Board agreed to start four 10-hour days for the Roads crew on May 8th and continue until at least Labor Day. If Runneberg wants to continue past Labor Day he will inform the Board.

Jacob Hagan, Engineer with Bolton & Menk, presented the Engineer's Report for Annexation for Jt. DD 63, Classification Commission Reports for Jt. DD 63 Main Open Ditch, DD 41 Br. 15-17, and DD 56. Motion by Ives, seconded by Smith, to tentatively approve said reports and set the hearings for Tuesday, June 6, 2023 at the following times in the Assembly Room at the Courthouse. Ayes all, motion carried. Jt. DD 63 Annexation at 1:00 p.m., Jt. DD 63 Reclassification at 1:15 p.m., DD 56 Reclassification at 1:45 p.m., and DD 41 Reclassification at 2:15 p.m.

Motion by Stauter, seconded by Siepker, to acknowledge Deputy Recorder, Beverly Tiedeman's last day of employment as Friday, April 14, 2023 and thank her for her service. Ayes all, motion carried.

Motion by Ives, seconded by Smith, to approve Remote Work Policy (option 3) and to go into effect immediately. Ayes-Ives, Aden, Siepker, Smith; Nays-Stauter; Motion carried. The following policy will be added to the Employee's Handbook:

Some employees may be granted remote access to the Pocahontas County computer network via a virtual private network (VPN). This access is not intended to substitute or replace the employee's normal office hours or scheduled hours of work.

Pocahontas County's primary role is to serve our citizens and we do not have any policy or practice that provides for remote work. Every rare exception to this practice would need to be clearly defined, in writing, and approved in advance by the Board of Supervisors or appropriate governing board. Exceptions are only to be given with an approved FMLA event and no blanket exceptions are to be given.

For purposes of auditing and payroll, all documentation must be submitted to the Auditor's Office prior to leave.

Motion by Stauter, seconded by Siepker, to approve Jt. DD 144 Main Tile claim from Pocahontas County Secondary Roads for repair work in the amount of \$754.86. Ayes all, motion carried. Repair was done in the NE Section of Dover Township.

The Board reviewed the itemized webhosting cost per site from Juicebox and discussed if they plan on paying the full cost or just the County's portion. No decision was made at this time.

Auditor Jepsen advised that IMWCA, the County's Worker's Compensation carrier, server has been down since March 6, 2023 and she was told that they are not paying any medical bills during this time. Jepsen believes that they have been ransomed but IMWCA will neither confirm or deny. After discussion, Jepsen was advised to look for a new carrier.

Jepsen also advised that John Hansen with Midwest Construction Consultants, who was hired to do a jail feasibility study, keeps contacting a public finance officer for information on the County's finances instead of working through the County. Now the public finance officer is requesting the County sign an Engagement Letter with him, allowing him to do the finance for the prospective build at a cost of \$17,500.00 plus \$5.00 per thousand of bonds issued. The Board advised that he needs to work through us and that they are not ready to hire a public finance firm yet but once they are ready to build, bids will be taken. Jepsen advised that she believes we can borrow to build a jail but unsure if we will have the funds to operate it as the amount of the Sheriff's budget will increase significantly.

Motion by Siepker, seconded by Stauter, to approve the claims as reviewed by the Board except for claims #76273. Ayes all, motion carried. The following claims were audited and allowed:

| | | | |
|--------------------|--------------|----------|---|
| A & M Laundry | Supplies | 77.10 | 1 |
| Adv. Drainage | Tile Lines | 9543.95 | 1 |
| K Aljets | Postage | 23.30 | 1 |
| Alliant Energy | Utilities | 921.00 | 1 |
| Amazon | Supplies | 1820.19 | 5 |
| C Archer | safety | 349.75 | 1 |
| Arnold Motor | Parts | 790.97 | 1 |
| Client | Mileage | 63.18 | 1 |
| Bauer Built | Tires/Parts | 2000.40 | 1 |
| Bennett Recycling | Sanitation | 33.00 | 1 |
| N Birkey | Mileage | 383.76 | 1 |
| B H Energy | Natural Gas | 90.57 | 1 |
| BV Co Journal | Minutes | 500.78 | 1 |
| Bunda Seed | Seed | 559.75 | 1 |
| Calhoun Co Sheriff | Service | 53.34 | 1 |
| Cal Co ECA | Utilities | 10.50 | 1 |
| Calhoun-Burns | Service | 10047.10 | 1 |
| CID | Supplies | 1472.00 | 1 |
| City-Pocahontas | Utilities | 958.76 | 1 |
| E&P Clark | Reimb | 130.00 | 1 |
| Jodi M Clausen | Mileage | 11.12 | 1 |
| Comm First | Service | 31.28 | 1 |
| J Conlin | Mileage | 150.93 | 1 |
| Po Co Sec Rd | Fuel | 1015.25 | 2 |
| O Cressler | Expense | 806.61 | 2 |
| M Crosgrove | Safety | 104.00 | 1 |
| Cummins Inc. | Maint | 900.47 | 1 |
| Thomas A Domek | Safety | 150.00 | 1 |
| Doolittle Oil | Supplies | 896.76 | 1 |
| Laura S Erickson | Mileage | 105.30 | 1 |
| Expo Center | Rent | 100.00 | 1 |
| Farm & Home | Supplies | 2543.79 | 3 |
| Fast Lane | Supplies | 28.50 | 1 |
| City-Fonda | Utilities | 228.65 | 1 |
| Force America | Parts | 231.42 | 1 |
| GFC Leasing | Lease | 1052.86 | 1 |
| Gilmore City | Reimb RUT | 1058.21 | 1 |
| Gordon Flesch | Lease | 308.36 | 1 |
| J Hatcher | Well Plug | 425.00 | 1 |
| City-Havelock | Reimb RUT | 628.41 | 1 |
| Healthcare First | Service | 104.74 | 1 |
| B Hetrick | Mileage | 188.96 | 1 |
| HyVee AR | Jail Meds | 139.54 | 1 |
| IState Truck | Parts | 224.14 | 1 |
| IA Prison Ind | Signs | 417.78 | 1 |
| IA Workforce | Unemployment | 974.78 | 1 |
| IA Lakes Elec | Electricity | 258.00 | 1 |
| ISAC | Conference | 225.00 | 2 |
| K Jepsen | Expenses | 145.37 | 1 |
| Amy M Johnson | Expenses | 230.24 | 1 |
| Johnston Auto | Batteries | 237.19 | 1 |
| Denise M Krischel | Mileage | 115.25 | 1 |
| Laurens Sun | Minutes | 728.03 | 1 |
| Philips Lifeline | Lifeline | 330.97 | 1 |
| Machine Shop | Supplies | 1404.65 | 2 |
| MC of IA | Supplies | 309.57 | 1 |
| McKesson | Supplies | 264.99 | 1 |
| MDI Worldwide | Signs | 625.56 | 1 |

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|--------------------------------|----------------------|-----------|---|
| Metal Culverts | Pipe Supplies | 219023.83 | 1 |
| Meyer Electric | Maint | 203.50 | 1 |
| Mid American Signal Inc | Parts | 857.00 | 1 |
| MSOCIC | Dues | 100.00 | 1 |
| MidAm Energy | Electricity | 216.82 | 1 |
| J Moellering | Reimb Expenses | 91.94 | 1 |
| Murphy Tractor | Parts | 4295.01 | 1 |
| Napa | Parts | 7.03 | 1 |
| New Way Ford | Service | 29251.50 | 4 |
| Norsolv | Services | 261.95 | 1 |
| Northern Safety Co Inc | Safety | 334.25 | 1 |
| Office Elements | Supplies | 153.51 | 1 |
| Overhead Door Company of Webst | Service | 1778.59 | 1 |
| City-Palmer | Reimb RUT | 1647.33 | 1 |
| City-Palmer | Utilities | 107.23 | 1 |
| Penguin Mgt | Telecom | 1470.00 | 1 |
| PJ Greufe | Services | 1500.00 | 1 |
| City-Plover | Reimb RUT | 767.46 | 1 |
| City-Plover | Utilities | 100.00 | 1 |
| Po Co Aud | GIS | 3000.00 | 1 |
| Po Co Home Care | Aides | 9287.50 | 1 |
| Po Co Solid Waste | Services | 111.00 | 1 |
| PO CO IT Dept | Copier | 223.72 | 2 |
| Pocahontas County Extension an | Education | 20.00 | 1 |
| Poca Comm Hospital | Meals | 1995.00 | 1 |
| Poca Comm Hospital | Safety | 196.00 | 1 |
| Poky Equip | Supplies | 429.99 | 1 |
| Polk Co Treas | Service | 284.77 | 1 |
| Pro Co-Op | Fuel | 16646.52 | 3 |
| Wyatt C Rahn | Expenses | 130.18 | 1 |
| Record Dem | Ads | 1765.45 | 4 |
| Rees Truck | Parts | 2460.40 | 1 |
| Reg V HAZMAT | Contribution | 2654.25 | 1 |
| Richardson's Serv | Service | 120.54 | 1 |
| E Ahlrichs | Mileage | 343.98 | 1 |
| City-Rolfe | Utilities | 488.54 | 1 |
| Schoon Excavating | Drainage | 13031.47 | 1 |
| IA SOS | NCOA | 31.92 | 1 |
| Secure Shred | Service | 148.00 | 1 |
| Seiler Appl | Service | 255.00 | 3 |
| Cody K Soukup | Safety | 150.00 | 1 |
| Sports Rehab | Service | 1229.08 | 1 |
| Darren Stearns | Trapping | 160.00 | 1 |
| A Stern-Domek | Mileage | 403.62 | 1 |
| Ashley C Stewart | Mileage | 115.25 | 1 |
| St Lake Times | Subscription | 84.95 | 1 |
| Surplus Center | Supplies | 174.45 | 1 |
| Terracon | Services | 4495.00 | 1 |
| T Reuters | Service | 165.21 | 1 |
| Transit Works | Eng Equip | 410.00 | 1 |
| UnityPoint Occ Health | Safety | 100.00 | 1 |
| UDMO | Allocation | 3958.50 | 1 |
| US Cellular | Phone | 56.54 | 1 |
| K Vadar | Mileage | 284.90 | 1 |
| City-Varina | Reimb RUT | 294.60 | 1 |
| Verizon | Phones | 251.23 | 2 |
| Verizon | Services | 200.05 | 1 |
| Vermeer | Parts | 364.45 | 1 |
| Wessels Oil Co Inc | Dust Control Subsidy | 1920.00 | 1 |
| Woodley Ins | Insurance | 4076.88 | 1 |
| Woods | Supplies | 50.78 | 3 |
| Grand Total | | 382267.75 | |

Weekly meetings: Ives-Economic Development and Jail Committee; Stauter-YES Center; Aden-roads, windmill and drainage concerns; Siepker- North Racoon Watershed; and Smith-Jail Committee, Building & Grounds, and roads concerns.

The meeting was adjourned, on motion by Stauter, seconded by Smith. Ayes all, motion carried.

Brent Aden, Chairman

Kelly Jepsen, Auditor