

Supervisors Room, Courthouse Pocahontas, Iowa
May 12, 2020

The Board of Supervisors of Pocahontas County, Iowa, met in regular session pursuant to adjournment.

Due to the spread of COVID-19, all County buildings are closed to the public, making holding public meetings impossible. Since public meetings are an essential part in keeping the County operational, Pocahontas County will hold all public meetings electronically. The public was able to participate in the Board of Supervisors meeting held on May 12, 2020 by electronic means posted at the top of the Agenda.

Members present: Chairman, Jeffrey Ives; Supervisors, Clarence Siepker, Louis Stauter, and Brent Aden; and Auditor, Kelly Jepsen. Electronically: Supervisor, Ed Dewey; and Reporter, Erin Sommers.

Motion by Dewey, seconded by Aden, to approve two sets of minutes dated May 5, 2020, as presented. Ayes all, motion carried.

Motion by Siepker, seconded by Stauter, to approve the tentative agenda as presented. Ayes all, motion carried.

Jill Conlin, Home Care Aide Agency Director, met with the Board to discuss purchasing two new desks for \$5,813.95 and four chairs for \$600. Motion by Aden, seconded by Stauter, to approve the purchase of desks and chairs from Office Elements for \$6,413.95. Ayes all, motion carried.

Jon Rosengren, Bolton & Menk Engineer, met telephonically with the Board to discuss the Engineer's Report for proposed open ditch repairs for DD 41. Rosengren explained that there has not been any major work done since the 1950's, but at that time, the reclassification that was drafted did not include the full watershed. The watershed upstream of the district is good sized, and if the district annexes, like with normal projects, a small amount of land from three counties would be added, making it a joint district. Since those three counties only have very small areas of land involved, but would have a say over the whole district, Rosengren recommends only annexing the lands up to Jt. DD 73, approximately 600-700 acres, and doing a common outlet procedure. This annexation would need to be done prior to the initial hearing on the Engineer's Report. Then the cost of the work could be assessed across the rest of the watershed without adding the three other counties. Motion was made by Siepker, seconded by Stauter to accept DD 41 Engineer's Report on proposed open ditch repairs and set a date for the hearing at a later time. Ayes all, motion carried.

Motion by Stauter, seconded by Aden, to accept the Engineer's Reports of Annexation and the Report of Classification of the Commission for both DD 30 & DD 31, setting the Annexation & Classification Hearing on DD 31 for June 9, 2020, and setting the Annexation & Classification Hearing on DD 30 for June 16, 2020. Both Annexations will be at 1:00 p.m. and Classifications at 1:15 p.m. in the Assembly Room, Courthouse. Ayes all, motion carried.

Motion by Stauter, seconded by Siepker, to approve the Board of Review's changes to the 2019 valuations on the following parcels: 01-27-185-025; 09-31-230-008; and 03-30-100-901. Ayes all, motion carried.

Motion by Aden, seconded by Stauter, to approve Jt. DD 63 Br. C Tile claim from Bolton & Menk for professional services on survey, study and report through hearing, for \$5,547.50. Ayes all, motion carried.

Motion by Stauter, seconded by Siepker, to approve Jt. DD 63 Br. A claim from Pocahontas County Secondary Roads for two tile repairs in Section 26 of Powhatan Township, for \$683.42. Ayes all, motion carried.

Motion by Stauter, seconded by Aden, to approve Jt. DD 63 Br. L claim from Pocahontas County Secondary Roads for Beaver dam removal in Section 1 of Cummins Township, for \$300.07. Ayes all, motion carried.

Motion by Siepker, seconded by Aden, to approve Jt. DD 63 Br. F claim from Pocahontas County Secondary Roads for Drainage Clerk's services, for \$534.96. Ayes all, motion carried.

Motion by Aden, seconded by Siepker, to approve Jt. DD 171 Main Open Ditch claim from Pocahontas County Secondary Roads for removing CMP and leveling spoil in Section 15 of Lake Township, for \$356.57. Ayes all, motion carried.

Motion by Siepker, seconded by Aden, to approve and authorize the Chairman to sign the second amendment to the Child Support County Staffing Contract between the Iowa Department of Human Services, Bureau of Collections and the Webster County Political Subdivision. Ayes all, motion carried.

Motion by Dewey, seconded by Siepker, to acknowledge Sid Enockson's letter of intent to retire and thank him for his many years of service. Ayes all, motion carried.

Motion by Aden, seconded by Siepker, to acknowledge receipt of Manure Management Plans: (1) Garrison Ridge LLC-Schmidt – ID# 58740 located in the SE SE, Section 13, Des Moines Township with Joel Schmidt as owner & contact person; (2) Tukker Dairies – ID# 65284 located in the NE SE, Section 33, Powhatan Township with Johan & Johanna Koezen as owners & contact persons; (3) Thompson Finisher Farm – ID# 64619 located in the NE SE, Section 11, Powhatan Township with M Holdings, LLC. as owner & Keith Kratchmer as contact person; and (4) Colfax Finisher Farm – ID# 68918 located in the SW NW, Section 26, Colfax Township with Granite Farms III, LLC. as owner & Keith Kratchmer as contact person. Ayes all, motion carried.

Motion by Stauter, seconded by Siepker, to set a public hearing for FY20 budget amendment on Tuesday, May 26, 2020

at 10:00 a.m., in the Board Room in the Courthouse. Ayes all, motion carried.

Auditor Jepsen gave an update on what is happening in the County. There is a new permit for a confined feeding operation located in Buena Vista County, just a half mile from the County line, with the manure to be spread in Pocahontas County. The County received an offer of \$2,000.00 for the old generator. The Board instructed Jepsen to accept the offer. The Board and Jepsen discussed options on how to handle the annual employee meeting.

Supervisor Dewey visited with Phil from Benefits, Inc. about the different short-term disability options for the County and narrowed it down to a few policies. Jepsen will invite Phil to give a presentation next week.

Jack Moellering, County Engineer explained that seeding was not included in the N-28 contract, so he had received three quotes to seed and mulch the 60 acres. Since Moellering had not contacted any local contractors, Supervisor Stauter requested that he contact local contractors for quotes as well, and then the Board will make a decision. Moellering also advised that they would start removing the silt fencing next week.

The Board approved the claims for payment as reviewed, including claims with documented public purposes. Ayes all, motion carried. The following claims were audited and allowed:

A Plus Auto	Parts	210.12	1
Ability Network	Service	1194.40	1
Alliant Energy	Utilities	310.16	1
Amazon Capital Services	rad test adpt 1H7V-9GVM-1	36.00	1
Amazon Capital Services	rad test adpt 1VYT-7HT4-C	33.25	1
Amazon Capital Services	Feed	104.99	1
Amazon Capital Services	Supplies	127.74	4
Arnold Motor	Parts	706.62	1
AT&T	Service	47.66	1
Auto-Jet Muffler	Supplies	238.45	1
Availa Bank	Self-Funding	648.00	1
CSBank	Supplies	109.07	1
Bailey Nurseries	Trees	22006.83	1
Brian's Construction	Maint	720.00	1
BV Co Journal	Minutes	633.95	1
Cal Co ECA	Utilities	7.82	1
Calhoun-Burns	Bridge Rate/Inspect	1974.90	1
CCP Industries Inc	Supplies	88.64	1
CID	Supplies	563.90	1
CGS Admin	Services	1244.31	1
City-Pocahontas	Utilities	4399.63	9
CJ Cooper & Asso	Annual Fee	140.00	1
J Conlin	Mileage	337.47	1
J Conlin	Phone	25.00	1
Counsel	copies/engr	62.95	1
Counsel	Lease	22.00	1
Po Co Sec Rd	Fuel	344.13	1
Cummins Inc.	Maintenance	867.51	1
Greg Cundiff	Trapping	320.00	1
B Dahl	Mileage	332.98	1
B Dahl	Phone	25.00	1
Dollar Gen	Supplies	9.50	1
Doolittle Oil	Supplies	770.00	1
E Z Graph of Victoria Inc	Supplies	180.79	1
ElectionSource	Supplies	880.31	1
Electronic Special	Maintenance	1506.66	1
Farm & Home	couplers	14.78	1
Farm & Home	duct tape	7.99	1
Farm & Home	gloves/JW	21.99	1
Farm & Home	hose/elbow	91.73	1
Farm & Home	misc	2.56	1
Farm & Home	soap	14.99	1
Farm & Home	strainer	22.99	1
Farm & Home	tape/parts	19.49	1
Farm & Home	Supplies	344.41	3
Farm & Home Pub	Ad	540.00	1
D Ferguson	Mileage	24.59	1
D Ferguson	Phone	25.00	1
City-Fonda	Utilities	183.86	1
Force America	Parts	232.94	1
Foster's Frame	Services	411.00	1
Galls	Uniform	525.51	2
Gilmore City	Utilities	104.51	1
Dereck A Hebert	Supplies	292.58	1
Barbra J Hinners	Postage	21.20	2
HiWay Truck	Dump Truck	22375.00	1
K Hoffman	Mileage	19.55	1
Hannah G Hubbell	Mileage	81.85	1
Hannah G Hubbell	Phone	25.00	1
Hudson Law	Legal Ser	92.50	1
Humboldt Co HD	Permit	125.00	1
IState Truck	Supplies	252.80	1
ISAC	Payroll	1552.00	1
ITsavvy LLC	Service	814.25	2
ITsavvy LLC	Supplies	2.25	1
R Jergens	Mileage	250.00	1
R Jergens	Mileage Phone	826.64	1
R Jergens	Supplies	23.20	1
Jim Hawk Truck	parts	42.34	1
Johnston Auto	Supplies	403.58	1
Juicebox Interactive	Web Hosting	230.00	1
M Klocke	Mileage	21.85	1
Brooke A Krips	Mileage	244.92	1
House of Print	Letter	661.91	1
Laurens Municipal	util/Laurens	236.79	1
Laurens Sun	Minutes	920.90	1
RELX INC DBA LexisNexis	Software	110.00	1
Loffler	Lease	320.75	5
Machine Shop	bearing/ tubing	67.48	1

MC of IA	Supplies	169.03	1
Mediacom	Internet	12.13	1
Mediacom	Phone	236.90	1
Menards	Supplies	299.70	1
Menards	Supplies	243.96	1
Mid Co Machinery	Maintenance	4509.60	1
MidAmeri Energy	Electricity	40.62	1
MidAmeri Energy	GC/utilities	24.94	1
MidAmeri Energy	Rural Manson int lts	28.20	1
MidAmeri Energy	Varina/elec	27.20	1
Midwest Wheel	Supplies	997.09	1
Jessica Morton	Atty Fees	531.24	1
Murphy Distributing	Equip Rent	50.00	1
Napa	Parts	14.34	1
Next Gen Tech	Software	24.75	1
NW Comm	Phone	27.95	1
NW Comm	Web Hosting	199.60	1
Robert O Nystrom	Mileage	11.50	1
Office Elements	Equip	10631.41	2
Office Elements	Office Supplies	24.90	1
Office Elements	Supplies	589.07	6
James Olson	Reimbursement	17.08	1
Overhead Door	Repairs	257.85	1
Owen/King	Annual Fee	35.10	1
Palmer Mutual Tel	Phone	314.92	1
City-Palmer	utilities/Palmer	93.53	1
Po Co Pub Health	Services	125.00	1
Poca Postmaster	Postage	1100.00	2
Poca Fiber	Internet	79.95	4
Poca Fiber	Phone	203.39	2
Poca Fiber	Phone Internet	287.57	2
Poca Fiber	Telecommunications	32.46	1
Poca Ford	Maintenance	437.26	1
Poca Ford	Tires	295.80	1
Powers Funeral	Service	1253.83	1
Prinsco Inc	Supplies	3177.95	1
Pro Co-Op	diesel	16090.53	1
Pro Co-Op	gas	1709.10	1
Pro Co-Op	Fuel	1083.64	1
Pro Co-Op	Repair	22.00	1
RAM Systems	Software	565.00	1
Rebnord Tech	Service	1770.00	1
Record Dem	Ads	214.50	1
Rees Truck	Parts	132.19	1
Reserve Acct	Postage	3000.00	1
City-Rolfe	Utilities	150.70	1
Rust's Western	Uniform	145.95	1
Satern Exteriors Inc	Repair	1005.76	1
Schneider Corp	Beacon Ser	2715.00	1
SEAT	Dues	150.00	1
Seiler App	AC Maint	1177.50	1
Seiler App	Faucet	75.00	1
Solutions Inc	Renewal	2184.00	1
D Stall	Mileage	98.33	1
D Stall	Phone	25.00	1
M Thomas	Supplies	1201.20	1
Verizon	Hot Spot	1021.93	2
Verizon	Phone	120.03	2
Wells Fargo Financial Leasing	Lease	89.00	1
Emily A Williams	Mileage	212.70	1
Windstream	Phone Line	360.36	3
Woods	Supplies	.96	1
Worcester County Sheriff's Off	Serve Papers	100.00	1
Youth Shelter NCI	Shelter Care	3032.25	2
Ziegler	Supplies	6524.06	1
Grand Total		145215.93	

The Board had no new information on COVID-19 and briefly discussed options on re-opening the county facilities.

At 11:25 a.m., the Board recessed for the Department Head meeting. At 12:00 p.m., the Chairman reconvened the meeting.

The Supervisors shared different concerns that they addressed during the past week. Supervisor Stauter advised of a Jt. DD 181 work order that was not ordered by Interim Board that he and Gary Atherton, Drainage Clerk, would investigate. The Board discussed how best to accomplish drainage projection at the most affordable cost. Some Supervisors express concerns of the use of overtime while others expressed that hiring more staff would cost the landowners even more money, as they would have to pay benefits. More discussion will take place at a later time.

Supervisor Ives had heard from the contractor doing the work on DD 17 and he has a concern about the washout on C-15, on the north side of the road, that runs into DD 17. A berm needs to be built, which is questionable if that is part of the DD 17 project he was hired for.

Tom Grau, Director of Economic Development, informed a representative from Homeward Housing that his Executive Committee could not make the commitment for the \$5,000 match contribution until there is further discussion, as they had not received the amount of funding from the Board of Supervisors that they had desired. The Board discussed that the money they allocate to Economic Development is not only to be used for their vision to grow the county, but also to support agencies that the Board feels fall under their jurisdiction, such as Homeward Housing falling under strategic plan for housing. Jepsen asked for a copy of the minutes where this decision was made. Supervisor Aden was told that they do not take minutes at the Executive meetings. It is the understanding of the Board and the Auditor that Economic Development Executive Committee falls under Chapter 21, Open Meetings Laws, specifically Chapter 21.2.(j) and are required to take minutes. A letter will be written to Economic Development explaining that if Economic Development does not wish to abide by the Board's desires for the money they allocate to them, that the Board could appropriate less

dollars than budgeted to Economic Development and pay Homeward Housing themselves.

Weekly meetings: Siepker-North Raccoon Watershed meeting; Aden-Solid Waste and Homeward Housing concerns; Ives-Solid Waste and constituent's concerns; Stauter-CFR and drainage concerns; and Dewey-EMA and COVID-19 calls. All Supervisors participated in the Department Head meeting addressing COVID-19.

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

Jeffrey K. Ives, Chairman

Kelly A. Jepsen, Auditor

Supervisors Room, Courthouse Pocahontas, Iowa
May 12, 2020

At 11:30 a.m., the Board of Supervisors of Pocahontas County, Iowa, met with Department Heads to discuss the COVID-19 pandemic.

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Members present: Chairman, Jeffrey Ives; Supervisors, Clarence Siepker, Louis Stauter, and Brent Aden; and Auditor, Kelly Jepsen. Department Heads present: Diane Ferguson; Sue Reigelsberger; Amy Johnson; Jack Moellering, Dereck Hebert, and Steve Nelson. Telephonically: Reporter, Erin Sommers; Supervisors Ed Dewey; and Department Heads: Tom Grau, Russ Jergens, Brian Reis, Orene Cressler, Jill Conlin and Alison Hauser.

The department heads met with the Board and discussed re-opening by appointment only starting Monday, May 18th and what policies would be needed to ensure safety and security is met. The doors will stay locked, appointments would be taken by phone by the individual departments, the use of mask, the number of people allowed in for an appointment, and escorting people through the Courthouse was all part of the discussion. The department heads will work out the details and present a policy for the Board's approval next week.

Jeffrey K. Ives, Chairman

Kelly A. Jepsen, Auditor