

Supervisors Room, Courthouse
Pocahontas, Iowa
June 22, 2021

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

Motion by Smith, seconded by Aden, to approve the minutes, dated June 15, 2021, as presented. Ayes all, motion carried.

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

Motion by Smith, seconded by Stauffer, to approve and authorize the Chairman to sign the Licensed Code Support Agreement with Solutions for \$39,800.00. Ayes: all, motion carried. The agreement covers licensed programs for the Assessor, Auditor, Engineer, Recorder, Treasurer, and specialty applications and support.

Dereck Hebert, IT Director, advised that our Toshiba telephone system is no longer being made and as of October 2021, all support for the system ends. Hebert recommends upgrading the system and is in the process of getting quotes to review with the Board.

Gary Atherton, Assistant to the Engineer/Drainage Clerk, discussed doing a reclassification for parts of DD 53. Motion by Smith, seconded by Ives, to authorize Bolton & Menk to reclassify seven ditches in DD 53 and not to exceed \$47,500.00. Ayes: all, motion carried. The ditches to be reclassified and not to exceed cost are as follows: DD 53 Br. 7 Open Ditch, \$15,000; DD 53 Br. 19 Open Ditch, \$20,000; 53 Br. 20 Open Ditch, \$6,000; DD 53 Br. 23, \$2,000; DD 53 Br. 26, \$1,500; DD 53 Br. 27, \$1,000; and DD 53 Br. 28, \$2,000.

Next, Atherton and the Board discussed the bill for reclassifying DD 168 and if the district should receive a discount on the report as new schedules had been created for laterals that were never built. Atherton and Siepker will have more dialog with Bolton & Menk to see if an agreement can be made on the cost on said bill.

Motion by Ives, seconded by Aden, to adopt the 2021 drainage levy by resolution. The Chairman called the question with the following recorded vote: Ayes: Ives, Aden, Siepker, Stauffer, Smith. Nays: none. Whereby the Chairman declared the resolution duly adopted to-wit:

Resolution-2021-06-20

WHEREAS the Board of Supervisors of Pocahontas County, Iowa, acting as Drainage Trustees, having investigated the financial condition of Drainage Districts in Pocahontas County, and having found from said investigation that the funds on hand and available are insufficient to meet the requirements of said Districts, and

WHEREAS in the judgment of said Board of Supervisors, an assessment of a percentage of the latest classification schedule for said Districts is necessary to meet the requirements of said Districts, and to pay off outstanding warrants with accrued interest, heretofore issued against said Districts.

THEREFORE BE IT RESOLVED that an assessment of a percentage of the latest classification schedule for said Districts heretofore levied in said Districts be, and the same is hereby levied against all lands, tracts, real estate, highways, and railroads in said Districts, said levy to be set as of June 8, 2021 with the assessment to be due and payable by September 30, 2021 without interest. Assessments not paid by October 1, 2021 will become delinquent and will accrue interest for delinquency same as for ordinary taxes. Assessments in the amount less than \$5.00 shall be computed as \$5.00 as provided by law. Parcels over \$500.00 are eligible for waivers on the Drainage Districts noted with waivers.

2021 Drainage Assessments Schedule

| Fund | District | % To Be Assessed | Total Levy Amount | Description | Waiver at 5% |
|-------|----------|------------------|-------------------|----------------------------|--------------|
| 51526 | DD 168 | 93% | \$790,500.00 | Well Closure & Improvement | 20 Years |

Motion by Stauffer, seconded by Aden, to approve the transition of Brittany Hetrick, Dispatcher, from part-time to full-time Dispatcher, starting June 25, 2021. Since Hetrick has not completed her probationary period, her hourly rate will remain the same, \$16.98/hour plus differential. Ayes all, motion carried.

Motion by Smith, seconded by Stauffer, to approve the hire of Ann Garvey as a part-time Dispatcher/Jailer in the Sheriff's Office. Garvey's first day was June 5, 2021 at \$16.98/hour, as per union contract. Ayes all, motion carried.

Motion by Ives, seconded by Aden, to approve and authorize the Chairman to sign the Service Agreement for ISAC HIPAA program for \$1,950.00. Ayes: all, motion carried.

After reviewing the salary schedule submitted by each department administrator, motion was made by Ives, seconded by Smith, to approve the FY22 wages as presented. Ayes all, motion carried.

After a long discussion on changing the language in section 2.8 of the Employee Handbook, a motion by Ives, seconded by Smith, to table discussing until next week, so more research can be done. Ayes: all, motion carried.

Motion by Ives, seconded by Smith, to adjust the levy on Jt. DD 63 Branch Main Tile as previously approved on June 15th, 2021, from 101% to 102% of the benefits schedule for the improvements on the Jt. DD 63 Branch Main Tile. Ayes: all, motion carried.

Motion by Ives, seconded by Aden, to approve the following claims: Jt. DD 63 Br. F Open Ditch claim from Larry Peterson for field cultivation and rock pickup, \$229.80; Jt. DD 63 Main Open Ditch FEMA claim from Bolton & Menk, Inc. for engineering service, \$4,688.50; and Jt. DD 63 Br. Main Tile claim from Bolton & Menk, Inc. for engineering service, \$7,836.00. Ayes: all, motion carried.

Motion by Ives, seconded by Aden, to acknowledge receipt of Manure Management Plans: (1) Wenell, John – ID# 67314 located in the NE SE, Section 32, Swan Lake Township with John Wenell as owner & contact person; (2) Wenell, Kyle – ID# 67313 located in the NE SE, Section 32, Swan Lake Township with Kyle Wenell as owner & contact person; (3) Ekstrand Farms – ID# 67371 located in the SW SW, Sec. 36 Grant Township with Dean Ekstrand as owners & as contact person; (4) Henry Finisher Farm – ID# 64710 located in the SW SE, Section 5, Powhatan Township with Santa Fe Farms, LLC as owner & Keith Kratchmer as contact person; and (5) Tweedie Finisher Farm – ID# 62990 located in the SW SE, Section 16, Dover Township with N Holdings, LLC as owner & Keith Kratchmer as contact person. Ayes: all, motion carried.

Motion by Aden, seconded by Smith, to approve the claims as reviewed by the Board with the exception of Claim #304782 and \$6,000.00 of claim #3002. Ayes all, motion carried. The following claims were audited and allowed:

| | | | |
|--------------------------------|------------------|----------|---|
| Ability Network | Service | 1254.12 | 1 |
| E Ahlrichs | Mileage | 245.84 | 1 |
| K Aljets | safety boots | 133.74 | 1 |
| Alliant Energy | Utilities | 210.43 | 1 |
| Allied 100 AED Superstore | Defib Kit | 354.90 | 1 |
| Amazon Capital Services | Supplies | 161.78 | 2 |
| B&W Control Spec. | Spraying | 22999.96 | 1 |
| Client | Mileage | 60.48 | 1 |
| N Betten | Mileage | 449.12 | 1 |
| Stephanie L Burdick | Mileage | 16.80 | 1 |
| B.V Co Sheriff | Service | 75.00 | 1 |
| Cal Co ECA | Utilities | 10.63 | 1 |
| Campbell Supply | Parts | 89.70 | 1 |
| Carquest Rolfe | Battery | 125.99 | 1 |
| S Cash | Mileage | 126.53 | 1 |
| CenTec Cast Metal Products | Markers | 1905.22 | 1 |
| CID | Supplies | 38.60 | 1 |
| Century Link | Service | 316.08 | 1 |
| CenturyLink | Service | 28.11 | 1 |
| Charm-Tex | Supplies | 69.90 | 1 |
| D Cirk | Phone REIM | 80.00 | 1 |
| City-Pocahontas | Utilities | 206.47 | 1 |
| CJ Cooper & Asso | Supplies | 97.90 | 1 |
| Community Lumber Supply | Supplies | 45.50 | 1 |
| J Conlin | Mileage | 199.36 | 1 |
| Counsel | Lease | 189.21 | 2 |
| O Cressler | Mileage | 45.92 | 1 |
| Electronic Eng | Equip | 185.00 | 1 |
| Farm & Home | Brush | 8.49 | 1 |
| Farm & Home | Paint | 81.98 | 2 |
| Farm & Home | Supplies | 843.79 | 2 |
| City-Fonda | Utilities | 183.94 | 1 |
| Galls | Uniform | 1229.90 | 1 |
| Gilmore City | Utilities | 75.60 | 1 |
| Grandpa's Barn & Vineyard | Cookies | 40.00 | 1 |
| T Grau | Expenses | 399.04 | 1 |
| Grow's Garbage Service | Garbage | 215.00 | 1 |
| City-Havelock | Cleanup | 458.75 | 1 |
| City-Havelock | RUT/FTM | 1195.12 | 1 |
| Healthcare First c/o Wells Far | Service | 104.74 | 1 |
| K Hoffman | Mileage | 19.04 | 1 |
| Hannah G Hubbell | Mileage | 2.18 | 1 |
| Humboldt Co Sheriff | Service | 32.00 | 1 |
| HyVee AR | Meds | 151.79 | 1 |
| IADPS | Terminal Billing | 1278.00 | 1 |
| IDDA | Dues | 9840.00 | 1 |
| IA Lakes Elec | repr. Hwy 3/N28 | 107.00 | 1 |
| IA Lakes Elec | Electricity | 543.00 | 1 |
| IA Lakes Elec | Rent | 56.00 | 1 |
| ISAC | Dues | 5900.00 | 1 |
| ISAC | Training | 840.00 | 4 |
| ISCTA | Dues | 250.00 | 1 |
| ITsavvy LLC | Equip | 1018.00 | 2 |
| Jack's Uniform | Uniform | 149.89 | 1 |
| K Jepsen | Supplies | 347.09 | 1 |
| KAYL | Ad | 52.50 | 1 |
| K. C. NIELSEN, LTD | Equip | 9300.00 | 1 |
| K. C. NIELSEN, LTD | Skid Steer | 17000.00 | 1 |
| Keep IA Beautiful | Contract | 12240.00 | 1 |
| M Klocke | Mileage | 21.28 | 1 |
| M Klocke | Supplies | 3.64 | 1 |
| Doug Krause | Well Plug | 1000.00 | 1 |
| L&G Products Inc | Stone | 2971.55 | 1 |
| Laurens Food Pride | Supplies | 26.77 | 1 |
| House of Print | Brochures | 80.50 | 1 |
| House of Print | Envelopes | 281.00 | 1 |
| LeadsOnline | Service | 1625.00 | 1 |
| Martin Marietta | Dover 18 | 381.21 | 1 |
| Mediacom | Internet | 14.15 | 1 |
| Messenger | Ad | 500.00 | 1 |
| Mid Iowa GP | Dues | 5250.00 | 1 |
| MidAmeri Energy | Varina electric | 19.55 | 1 |
| Midwest Fence & Gate Co, Inc | Maint | 1410.94 | 1 |
| Midwest Wheel | Supplies | 297.59 | 1 |
| Murphy Tractor | Parts | 2104.80 | 1 |
| Napa | Supplies | 7.78 | 1 |
| Kayla M Nedved | Mileage | 70.84 | 1 |
| S Nelson | Phone | 171.62 | 1 |
| OBrien Co Sheriff | Service | 90.00 | 2 |
| Office Elements | Supplies | 667.00 | 5 |

| | | | |
|-----------------------------|--------------|-----------|---|
| Palmer Mutual Tel | Phone | 165.23 | 1 |
| City-Palmer | RUT/FTM | 3559.62 | 1 |
| Pilot Rock | Supplies | 1795.79 | 1 |
| Pizza Ranch | VA Lunch | 290.00 | 1 |
| PJ Greufe | Services | 1500.00 | 1 |
| City-Plover | RUT/FTM | 2132.19 | 1 |
| Po Co Home Care | Aides | 14769.15 | 4 |
| Po Co Solid Waste | Rural Waste | 20935.94 | 1 |
| Poca Postmaster | Postage | 460.34 | 2 |
| Poca Sales & Serv | Battery | 173.69 | 1 |
| Poca St Bank | Rent | 400.00 | 1 |
| Poca Comm Hospital | Meals | 2016.00 | 1 |
| Poca Equip | parts | 1306.31 | 1 |
| Poca Equip | Battery | 15.44 | 1 |
| Poca Equip | Supplies | 434.98 | 1 |
| Poca Ford | Maint | 220.85 | 1 |
| Pocahontas Police Dept | Contract Pay | 3300.00 | 1 |
| Pro Co-Op | diesel | 19957.53 | 1 |
| Pro Co-Op | gas | 2933.52 | 1 |
| Pro Co-Op | Fuel | 2528.84 | 2 |
| Pro Co-Op | Tires | 116.03 | 1 |
| Pro Co-Op | Water | 12.00 | 1 |
| V Ricklefs | Mileage | 129.92 | 1 |
| Ring-O-Matic | Parts/jet | 2657.42 | 1 |
| City-Rolfe | Utilities | 57.43 | 1 |
| Rost Motors | parts | 215.43 | 1 |
| IA SOS | Mailing | 231.35 | 1 |
| Secure Shred Solutions, LLC | Service | 128.00 | 1 |
| Seiler App | Maint | 1317.50 | 2 |
| Sign-UP LTD | Signs | 361.64 | 1 |
| K Simacek | Mileage | 149.28 | 1 |
| State Farm Claims | Refund | 205.40 | 1 |
| Amy D Stern-Domek | Mileage | 239.12 | 1 |
| M Parrott | Envelopes | 164.83 | 1 |
| Sunset Law Enforcement | Weapons | 1551.70 | 1 |
| M Thomas | Supplies | 846.00 | 1 |
| T Reuters-West | Service | 149.90 | 1 |
| Donald P Trexel | Mileage | 12.32 | 1 |
| US Cellular | Phone | 224.65 | 2 |
| USPS | Postage | 16.20 | 1 |
| K Vadar | Mileage | 175.84 | 1 |
| City-Varina | RUT/FTM | 613.28 | 1 |
| Verizon | Hot Spot | 45.02 | 1 |
| Emily A Williams | Expenses | 476.89 | 1 |
| Windstream | Lines | 129.80 | 1 |
| Windstream | Phone Lines | 96.10 | 1 |
| Woodley Ins | Insurance | 23368.00 | 6 |
| Woods | Supplies | 13.20 | 1 |
| Grand Total | | 223280.02 | |

At 11:00 a.m., a bid letting for patching was held. Jack Moellering, County Engineer, advised that four bids were received: Ten Point Construction, Denison, IA for \$108,461.50; Denco Highway Construction, Mingo, IA for \$191,264.13; Tek Builders, Mt. Ayr, IA for \$193,690.16; and Cedar Falls Construction, Waterloo, IA for \$130,486.00. Motion by Ives, seconded by Aden, to accept the bid from Ten Point Construction for \$108,461.50, pending the math was correct. Ayes: all, motion carried.

Motion by Aden, seconded by Stauter, to authorize the Chairman to sign the utility permit allowing Mid-American Energy to do underground construction across organized drainage district. Ayes: all, motion carried.

Moellering and the Board discussed personnel issues, road side management, driveways, and the prep work for EMA's new building.

Auditor, Kelly Jepsen, advised of a new confined animal feeding operation application and concerns with Public Health.

Weekly meetings: Ives-Solid Waste and drainage concerns; Aden-Economic Development concerns; Siepker-Upper Des Moines Finance meeting and Rolling Hills; Stauter-YES Center and drainage concerns; and Smith- Safety, Wellness, Courthouse, and Public Health. All Supervisors participated in Jt. DD 63 Br. Main Tile Completion Hearing.

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

Clarence Siepker, Chairman

Kelly Jepsen, Auditor