

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 Stauter, 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 Stauter, to approve the tentative agenda as posted. Ayes all, motion carried.

Motion by Smith, seconded by Stauter, 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, Stauter, 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 Stauter, 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 Stauter, 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 15<sup>th</sup>, 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 Cirks	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.

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Clarence Siepker, Chairman

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Kelly Jepsen, Auditor