

Supervisors Room, Courthouse  
Pocahontas, Iowa  
June 29, 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 22, 2021, as presented. Ayes all, motion carried.

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

Jamey Whitney, Upper Des Moines Executive Director, and Dawn Hoffman, Upper Des Moines Executive Assistant, met with the Board to give an update. 757 individuals in 341 households in Pocahontas County were served between October 1, 2020-March 31, 2021, the total cost of services provided was \$250,308.79.

Alison Hauser, CSS Western Quadrant Leader, and Sandy Loney, Humboldt County Board of Supervisor, met with the Board to request extra sick and vacation be added to Hauser's bank. Hauser will be a new employee of Pocahontas County on July 1, 2021 as the Coordinator of Disability Services for the Rolling Hills Community Services Region, she has been serving the residence of Pocahontas County in her current capacity with County Social Services mental health region since 2017. Ives inquired who her direct supervisor would be and this is something that should be worked out with them. Hauser advised that she has not been assigned a supervisor yet and advised that her benefit package has nothing to do with the mental health region. Loney explained that Dawn Mentzer, CEO of Rolling Hills, advised that it is up to the individual county that hires to determine the employee benefits. Pocahontas County would make that decision since they are the employee of record. Since Hauser has been working with Pocahontas County, Siepker suggested starting Hauser with a years worth of sick and vacation time in her bank, plus allow her to accumulate her normal sick and vacation monthly. After discussing the concerns of setting a new precedent, a motion was made by Siepker, seconded by Aden, to start Hauser's employment with 10 days of vacation and 18 days of sick time added to her bank. Ayes: Ives, Aden, Siepker, Smith; Nays: Stauter. Motion carried.

Gary Atherton, Assistant to the Engineer/Drainage Clerk, and the Board discussed the cost of the DD 168 Reclassification Report as it includes laterals that were never built. Motion by Stauter, seconded by Aden, to table discussion until all the DD 168 claims from Bolton & Menk are received. Ayes: all, motion carried.

Wellness Committee Co-Chairs, Amy Johnson, County Treasurer, and Anne Thompson, Public Health Director, met with the Board to discuss the Wellness incentive for employees that leave employment. Motion by Ives, seconded by Smith, to give employees that participate in the Wellness program and who leave employment in good standing, their portion of the incentive pay from ISAC and the County's match. Ayes: all, motion carried.

At 11:00 a.m., a bid letting for fuel was held. Jack Moellering, County Engineer, advised that only one bid was received. Pro-Coop from Pocahontas, IA bid \$234,310.70 but broke it down by diesel and gasohol and by the quarter. For Diesel: \$240.00 for June-September, \$240.00 for October-December, \$239.00 for January-March, and \$237.00 for April-June. Gasohol: \$275.00 for June-September, \$268.00 for October-December, \$266.00 for January-March, and \$269.00 for April-June. For both Diesel and Gasohol, excess margin would be \$0.10/gallon over published price and in the winter, another \$0.02 for cold flow. Motion by Stauter, seconded by Aden, to sign the contract with Pro-Coop at said rates. Ayes: all, motion carried.

The Chairman signed the contract for patching with Ten Point Construction, from Denison, IA for \$108,461.50, as it was approved last week.

Motion by Stauter, seconded by Smith, to authorize the Chairman to sign the utility permit allowing Wells Ag to do underground construction across organized drainage district. Ayes: all, motion carried.

Motion by Aden, seconded by Stauter, to approve and authorize the Chairman to sign the purchase agreement for temporary easement in Sections 30 & 31 of Lake Township for bridge reconstruction. Ayes: all, motion carried.

Motion by Aden, seconded by Stauter, to acknowledge the retirement letter from Mark Nickles, Palmer Patrol Operator, effective June 30, 2021, and thank him for his years of service. Ayes: all, motion carried.

Motion by Aden, seconded by Smith, to allow Jeremiah Stauter to transfer from Mechanic to the Palmer Patrol Operator. Ayes: Ives, Aden, Siepker, Smith; Nays: None; Abstain: Stauter. Motion carried.

Moellering and the Board discussed the possibility of Secondary Roads taking over roadside vegetation management.

Motion by Ives, seconded by Aden, to acknowledge Summit Park III, LLC CAFO application and set a public hearing on said application for Tuesday, July 20, 2021 at 11:00 a.m. in the Supervisors Room at the Courthouse. Ayes: all, motion carried.

Motion by Smith, seconded by Stauter, to set a public hearing for the FY22 Budget Amendment for Tuesday, July 20, 2021 at 10:45 a.m. in the Supervisors Room at the Courthouse. Ayes: all, motion carried.

Motion by Aden, seconded by Ives, 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-2021-06-21

**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, and

**WHEREAS** the Van-Alstine family, landowners in Section 36 of Garfield Township, requested the DD 168 Main Tile be upsized from the originally proposed 42" tile to a 48" tile for the lower 1,250 LF, and it was agreed that the Van-Alstine family would pay for the full cost of this upsizing in the amount of \$3,625.00.

**THEREFORE BE IT RESOLVED** that a one-time assessment of the latest classification schedule for said parcel of land heretofore levied in said District be, and said levy to be set as of June 29, 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.

#### 2021 Drainage Assessments Schedule

Fund	District	% To Be Assessed	Total Levy Amount	Description	Waiver at 5%
51393	DD 168	100%	\$3,625.00	Upsize of Tile	n/a

Motion by Ives, seconded by Stauter, to adopt the following 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 2021-06-22

**WHEREAS**, it is desired to make appropriations for each of the service areas and the departmental budgets within the fiscal year beginning July 1, 2021 in accordance with Section 331.434(6) of the Code of Iowa.

**NOW THEREFORE BE IT RESOLVED** by the Board of Supervisors of Pocahontas County, Iowa as follows:

Section 1. The amounts by department with a service area on the following schedule are hereby appropriated from the resources of each fund as designated.

Section 2. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department to make expenditures or incur obligations of the funds effective July 1, 2021.

Section 3. In accordance with Section 331.437 of the Code of Iowa, no department shall expend, or contract to expend, any money or incur any liability in excess of the amounts appropriated by this resolution.

Section 4. If at any time during the FY 2021/2022 budget year, a department administrator recognizes the available appropriation is insufficient, they shall contact the County Auditor. The Auditor shall inform the Board, and recommend the appropriate action.

Section 5. The Auditor shall establish separate accounts for the appropriations authorized for the departments, and shall report the status of each account to the applicable department administrators monthly during the fiscal year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business on June 30, 2022.

Dept No.	Department	Amount	Dept No.	Department	Amount
01	Board of Supervisors	\$ 326,786	26	Environmental Health	\$ 115,173
02	Auditor	\$ 378,901	28	Medical Examiner	\$ 22,568
03	Treasurer	\$ 350,658	33	Libraries	\$ 101,829
04	County Attorney	\$ 274,431	36	Ambulance	\$ 60,383
05	Sheriff	\$2,103,468	51	Courthouse & Grounds	\$ 438,880
06	Clerk of Court	\$ 62,300	52	Data Processing	\$ 298,333
07	Recorder	\$ 190,908	53	County Development	\$ 3,700
20	Secondary Roads	\$6,078,391	60	Mental Health	\$ 348,549
21	Veterans Affairs	\$ 75,920	75	Homemaker Home Hlth Aid	\$ 595,159
22	Conservation Board	\$ 808,057	80	County Farm	\$ 12,000
23	Board of Health	\$ 651,719	99	Non-Departmental	\$2,263,467
24	Weed Commission	\$ 5,309			
25	Social Services	\$ 168,470		<b>TOTAL</b>	<b>\$15,735,359</b>

Motion by Smith, seconded by Stauter, to change the language of Section 2.8 of the Employee Handbook as stated below. Ayes: all, motion carried.

#### 2.8 REIMBURSABLE EXPENSES

Employees using private motor vehicles to fulfill County job requirements will only be reimbursed for travel outside the city limits of the city of Pocahontas and approved by the department head. (Public Health and Home Care Aide Agency nurses, aides, and office staff are eligible for reimbursement within the city while performing client care as designated by their respective Boards.) The mileage allowance shall be the rate established by the Board of Supervisors for the use of private automobiles on County business. Reasonable costs for meals, lodging, tuition, parking and public transportation authorized and approved by the department head will be paid on an actual cost basis when receipts for these expenses are attached to the vouchers filed.

Motion by Aden, seconded by Ives, to acknowledge receipt of Manure Management Plans: (1) GSP-Hopkins 1 – ID# 63895 located in the NE SE, Section 9, Sherman Township with General Swine Properties LLC as owner & Advanced Crop Management as contact; and (2) GSP-Hopkins 2 – ID# 63891 located in the NW SW, Section 32, Sherman Township with General Swine Properties LLC as owner & Advanced Crop Management as contact. Ayes: all, motion carried.

With the retirement of Karen Norine, Elections Deputy, Auditor Jepsen presented a name for the appointment of Deputy Auditor. Motion by Stauter, seconded by Smith, to approve the appointment of the Deputy Auditor 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:

### Appointment of Deputy Auditor

**RESOLUTION 2021-06-23**

**WHEREAS**, the Pocahontas County Auditor, Kelly Jepsen, was duly elected on November 6, 2016 and sworn into office on January 3, 2017; and

**WHEREAS**, pursuant to Iowa Code 331.903(1), the Auditor, Treasurer, Recorder, Sheriff, and County Attorney may each appoint, with approval of the Board of Supervisors, one or more deputies, assistants, or clerks for whose acts the principal officer is responsible; and

**WHEREAS**, approval of each appointment shall be adopted by a resolution recorded in the minutes of the Board of Supervisors;

**NOW THEREFORE BE IT RESOLVED** by the Pocahontas County Board of Supervisors that the following appointments by the Auditor is approved: Laura Erickson, Elections Deputy

Auditor, Kelly Jepsen, advised when Paul Greufe, Human Resource representative, would be onsite.

The Board discussed responding to the Letter to the Editor written by Mary Ann Northway. The decision to build a new jail is for the residents of Pocahontas County to make. They have no intention of having any closed meetings, everything will be open to the public and the press, and no decisions will be made outside of a regular Board meeting. Everything will be brought back to the Board to be voted on. Reporter, Erin Sommers, will address their response to the letter in her news story.

Weekly meetings: Ives-CAFO; Aden-Pathfinders; Siepker-Upper Des Moines and North Racoon River meeting; Stauter-CFR and weed concerns; and Smith-Public Health concerns.

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