

December 18, 2018

The Shelby County Board of Supervisors met in an organizational session at 9:04 A.M. in the Supervisors Chamber in the Courthouse with the following members present: Steve Kenkel, Charles Parkhurst, Darin Haake, and Mark Maxwell, Clerk.

The Chair asked that any Conflict of Interest be stated concerning any item on the agenda. None were stated.

It was moved by Haake, seconded by Parkhurst, to approve the agenda. Motion carried unanimously.

The Board of Supervisors shall meet as required by Chapter 331.213, Code of Iowa, and shall hold their first meeting of each year on the first day in January, which is not a Saturday, Sunday or holiday and shall hold all subsequent meetings of the year as scheduled by the Board. All meetings of the Board shall be scheduled and conducted in compliance with Chapter 21. Regular meetings shall be held on the first and third Tuesdays of each month.

It was moved by Parkhurst, seconded by Haake, to approve Steve Kenkel as Chairman of the Board of Supervisors for the 2019 calendar year. Motion carried unanimously.

It was moved by Haake, seconded by Kenkel, to approve Charles Parkhurst as Vice-Chairman of the Board of Supervisors for the 2019 calendar year. Motion carried unanimously.

It was moved by Haake, seconded by Parkhurst to approve the minutes of December 18, 2018. With the correction of the verbal count of votes by the Auditor from the abstract, the abstract of votes was misread in the meeting and correctly entered in the minutes and on the abstract of votes.

It was moved by Parkhurst, seconded by Haake, to approve the claims of December 30, 2017, as listed in the Claims Register. Motion carried unanimously.

It was moved by Parkhurst, seconded by Haake that all claims filed in the Auditor's office by the Wednesday before the third Tuesday of each month shall be presented to the Board of Supervisors for approval for payment at that meeting. All claims for mileage and travel expenses must be submitted within sixty days of the date incurred. Motion carried unanimously.

It was moved by Haake, seconded by Kenkel, that the County Auditor be authorized without prior approval of the Board to pay the wages of all County employees and to pay any other claims properly authorized by the Department Heads. Motion carried unanimously.

Brandon Burmeister, County Engineer, updated the Board on activities of the county road crews and the status of current maintenance and construction projects, of course any digging projects have ceased. At the next Board meeting the bid letting signature pages should be completed for the Supervisors to sign, concerning M47 south from Highway 44 to the County Line.

Steve Kenkel said the next Southwest Iowa Mental Health meeting will be January 8<sup>th</sup>.

It was moved by Kenkel, seconded by Haake, that the following resolution be adopted:

RESOLUTION NO. 2019-1  
A RESOLUTION APPOINTING DEPUTY COUNTY OFFICIALS  
FOR THE 2018 CALENDAR YEAR

BE IT RESOLVED, that the following persons shall be appointed deputies for the following offices as recommended by the elected officials according to Chapter 331.903, Code of Iowa:

Marcus Gross, Jr. County Attorney  
Assistants: Todd Argotsinger, Jennifer Mumm, Ashley West

Neil Gross Sheriff Deputies: Cody Eckles, Kelly Lefeber, Chad Butler, Donavon Dontje, Glenn Birks, Nathan Pigsley, Michael Jurgensen, Braden Quist, Jason Wickizer, Unpaid Reserve Deputy

AYES: Kenkel, Parkhurst, Haake NAYES: None

It was moved by Haake, seconded by Parkhurst, to appoint Bryce Schaben as Weed Commissioner for 2018. Motion carried unanimously.

It was moved by Haake, seconded by Kenkel, that the following days shall constitute paid holidays for all eligible employees as stated herein for the 2019 year. Motion carried unanimously. Auditor Maxwell brought up that other Counties had granted employees all of Christmas eve for next year, as it falls on a Monday, a brief discussion was held but not included in the approved motion.

- New Year's Day - Monday, January 1
- Presidents' Day - Monday, February 18
- Memorial Day - Monday, May 27
- Independence Day - Thursday, July 4
- Labor Day - Monday, September 2
- Veterans' Day - Monday, November 12
- Thanksgiving Day - Thursday, November 28
- Friday after Thanksgiving - Friday, November 29
- Christmas - Wednesday, December 25 (off Tuesday, afternoon December 24)\

The Board also established the following policy: If a holiday falls on Saturday, the preceding Friday will be a paid holiday; when a holiday falls on Sunday, the following Monday will be a paid holiday. This policy is in effect for all holidays mentioned except Christmas Eve afternoon.

It was moved by Parkhurst and seconded by Haake, to appoint ?????????????? to the Shelby County Conservation board term ending December 31, 2021. Motion carried unanimously.

It was moved by Haake and seconded by Kenkel, to approve the appointment of Scott Markham as County Medical Examiner and to accept the proposal of the physicians of Shelby County that the doctor on call will act in the Medical Examiner's absence. Motion carried unanimously.

It was moved by Parkhurst, seconded by Haake, to approve the appointment of the following persons as members of the Compensation Board for the Condemnation of Private Property for Shelby County for 2018, as required by Chapter 472.4, Code of Iowa: Motion carried unanimously for the following names

FARM OWNER - OPERATORS

CITY PROPERTY OWNERS

Lonnie Benson  
Irwin, Iowa

Kayla Jacobs  
Harlan, Iowa

Jason Monson  
Irwin, Iowa

Donald Holdsworth  
Harlan, Iowa

Doug Robinson  
Shelby, Iowa

Paul Leinen  
Harlan, Iowa

David Boettger  
Harlan, Iowa

Michael Cain  
Harlan, Iowa

Kenneth Schneider  
Portsmouth, Iowa

Todd Langenfeld  
Earling, Iowa

Dave Wahling  
Shelby, Iowa

Richard Leinen  
Portsmouth, Iowa

Charles Wooster, Jr.  
Manilla, Iowa

Delbert Bruck  
Harlan, Iowa

REAL ESTATE BROKERS

PERSONS HAVING KNOWLEDGE OF  
PROPERTY VALUES IN SHELBY COUNTY

Kirk Petersen  
Harlan, Iowa

Kevin Campbell  
Harlan, IA

Terry Knapp  
Harlan, Iowa

Norman Mathiasen  
Harlan, Iowa

Rowland Burton  
Irwin, Iowa

Terry Bails  
Harlan, Iowa

Randy Ouren  
Harlan, Iowa

Tim Meyers  
Harlan, Iowa

Jan Arkfeld  
Defiance, Iowa

Dave Robinson  
Shelby, Iowa

It was moved by Haake, seconded PARKHURST, to approve the Harlan Tribune and the Harlan News Advertiser as official newspapers for 2018, as defined in Chapter 618.3 and Chapter 349, Code of Iowa. Motion carried unanimously.

It was moved by PARKHURST, seconded by Haake, that the following resolution be adopted:

RESOLUTION NO. 2019-2  
RESOLUTION CONCERNING NON-DISCRIMINATION

BE IT RESOLVED, by the Board of Supervisors of Shelby County, Iowa, that no person shall be excluded from the receipt of services or benefits, and Shelby County shall not refuse to hire, accept, register, classify, or refer for employment, or discharge any employee, or otherwise discriminate in employment against any applicant for employment, because of the age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, or disability of such applicant or employee, unless based upon the nature of the occupation.

AYES: Kenkel, Parkhurst, Haake NAYES: None

It was moved by Haake, seconded by Parkhurst, that The Agency, Harlan, IA, be the broker for bonding for Shelby County for 2018. Motion carried unanimously.

It was moved by Haake, seconded by Parkhurst, that the following appointments be approved. Motion carried unanimously:

Haake

Fourth Judicial District Department of Correctional Services Board of Directors  
Juvenile Emergency Service Committee  
Solid Waste Agency Board  
E911 Joint Service Board - Non-Voting Member  
Workforce Development - Region 13  
Hotel/Motel Tax Committee  
Building & Grounds

PARKHURST

Emergency Management Agency Commission  
Harrison/Monona/Shelby Empowerment Area  
Southwest Iowa Planning Council to the Midlands & Southwest Iowa Transit Authority  
Commission  
West Central Development Board  
Hungry Canyons Alliance  
Metropolitan Area Planning Association  
Loess Hills Development & Conservation Authority  
Conservation Board  
Safety/Wellness Committee

KENKEL

Citizens Advisory Board for Cherokee MHI  
County's Official Voting Delegate-Southwest Iowa Regional Committee for MH/DD  
Shelby-Harrison-Monona Planning Council & 28E Mental Health Coordinator Board  
Public Health Board  
Environmental Board of Health  
Shelby County Chamber of Commerce and Industry  
I.T. Committee Member

OTHER COMMITTEE MEMBERSHIP

E911 Joint Service Board - Bob Seivert, Voting Member  
Hotel/Motel Tax Committee-Fiscal Agent - Shelby County Auditor  
Commission of Veterans Affairs - Stanley Slaven, term ending 6-30-2019  
County Board of Local Health - Dr. Phillip Markham, term ending 12-31-2019  
Planning and Zoning Board - Roger Schmitz and Karen Goans, term ending 12-31-2020  
Board of Adjustment - Bill Ahrenholtz, term ending 12-31-2021  
2018 - SWIPCO - appoint Todd Valline as County Representative and Terry Arentson  
as At Large Representative

It was moved by Haake, seconded by Parkhurst, to authorize any member of the Board to sign any documents related to farms belonging to the County and documents relating to any farm programs the County will be eligible for in the future. Motion carried unanimously.

It was moved by Haake, seconded by Parkhurst, to approve the following resolution:

RESOLUTION 2019-3  
ECONOMIC DEVELOPMENT  
PUBLIC PURPOSE STATEMENT

BE IT RESOLVED by the Shelby County Board of Supervisors that the funding of Shelby County Chamber of Commerce and Industry and any other economic development project deemed appropriate by the Board as an economic development project as defined in Iowa Code Section 15A.1 and that this expenditure would further a public purpose, that public purpose to be an expansion or retention of jobs in Shelby County. Any business receiving economic development funding from Shelby County will be required to abide by the policies set by Shelby County, including but not limited to, Resolution 2007-32, A resolution concerning the use of the E-Verify Website.

AYES: Kenkel, Parkhurst, Haake NAYES: None

It was moved by Kenkel, seconded by Schmitz, to approve the following resolution:

RESOLUTION 2019-4  
RESOLUTION AUTHORIZING A PARTNERSHIP WITH  
SOUTHWEST IOWA HOUSING TRUST FUND, INC.

WHEREAS; The Shelby County Board of Supervisors has found a need for homeownership assistance and housing repairs for lower income individuals and families; and,

WHEREAS; Southwest Iowa Housing Trust Fund, Inc. proposes to provide funding to assist income eligible individuals and families purchase their first-home and repair owner-occupied homes.

NOW THEREFORE, BE IT RESOLVED BY THE SHELBY COUNTY BOARD OF SUPERVISORS, as follows:

SECTION 1: The Shelby County Board of Supervisors is interested in participating in the Southwest Iowa Housing Trust Fund, Inc. housing programs.

SECTION 2: The Shelby County Board of Supervisors will contribute \$1,000.00 per unit assisted in Shelby County lying outside the city limits of Harlan, not to exceed \$5,000.00, in calendar year 2019. Adopted this 2nd day of January, 2019.

AYES: Kenkel, Parkhurst, Haake NAYES: None

Kenkel made a motion to approve and a second was made by Schmitz to approve the following resolution:

RESOLUTION 2019-5  
SHELBY COUNTY DEPOSITORIES

BE IT RESOLVED, that that Shelby County Board of Supervisors of Shelby County, Iowa, approves the following list of financial institutions to be depositories of Shelby County funds in conformance with all applicable provisions of Iowa Code Chapters 452 and 453 (1983), as amended by 1984 Iowa Acts, S.F. 2220. The Shelby County Treasurer, Sheriff and Recorder are hereby authorized to deposit Shelby County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below:

Shelby County State Bank	Harlan, IA	\$15,000,000
Midstates Bank	Harlan, IA	6,000,000
Farmers Trust & Savings Bank	Earling, IA	6,000,000
Defiance State Bank	Defiance, IA	6,000,000
Bank of the West	Harlan, IA	6,000,000
United Bank of Iowa	Harlan, IA	6,000,000
Town & Country Credit Union	Harlan, IA	6,000,000
SHERIFF-Shelby County State Bank	Harlan, IA	200,000
RECORDER-Midstates Bank	Harlan, IA	100,000

Passed this 2<sup>nd</sup> day of January, 2019, with the following votes:

AYES: Kenkel, Parkhurst, NAYES: None Abstain: Haake

The Board had received the FY2019 Health Insurance rates from the Iowa State Association of Counties. Rates will be:

- Plan 10 Rate increase of 11.06%
- PLAN 12C (HSA) Rate increase of 10.13%

Employee Insurance contributions change July 1, 2018 -

Single	5% of total premium from 3%
Dependent	11% of total premium from 10%

It was moved by Schmitz, seconded by Parkhurst, to once again offer a \$100 incentive payment to the employees on the County's health insurance plan if 100% of employees participate in the 2019 Wellness Programs. Motion carried.

The board then entered budget workshop to finish the work started at the last meeting for individual departments.

Capital projects were discussed for Buildings and Grounds, estimates for replacing brick along with tuck-pointing at the Jail/EMA building, sewer work under the Courthouse, courthouse lighting painting, mandated elevator updates and painting are all requested by Auditor Maxwell. The reserve was deemed adequate to fund all of these projects after including next year's Capital budget for the Building and Grounds Department.

The Risk Management Budget (insurances) prepared by budget director Maxwell was approved by the board with a motion by and a second by to approve the budget. Motion carried unanimously.

The General Assistance Budget prepared by budget director Maxwell was approved by the board with a motion by Kenkel and a second by Haake to approve the budget. Motion carried unanimously.

The General Assistance budget prepared by budget director Maxwell was approved by the board with a motion by and a second by to approve the budget. Motion carried unanimously.

prepared by budget director Maxwell was approved by the board with a motion by and a second by to approve the budget. Motion carried unanimously.

prepared by budget director Maxwell was approved by the board with a motion by and a second by to approve the budget. Motion carried unanimously.

prepared by budget director Maxwell was approved by the board with a motion by and a second by to approve the budget. Motion carried unanimously.

There being no further business appearing, the Chairman declared the meeting adjourned at 10:14 AM

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Charlie Parkhurst, Chairman

ATTEST:

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Mark Maxwell  
Clerk to the Board of Supervisors

NOTE: These minutes are as recorded by the Clerk to the Board of Supervisors and are subject to Board approval at the next regular meeting.