

The Board of Supervisors of Shelby County, Iowa, met pursuant to law and rules of said board in regular session at 9:00 a.m. in the Supervisors Chambers of the Shelby County Courthouse with the following members present: Allen W. Burchett, Chairman; LaVon A. Christensen, Vice-Chairman; Merlyn Knudsen; and Marsha J. Carter, Clerk.

It was moved by Christensen, seconded by Knudsen, to approve the following items contained in the Consent Agenda:

- A. Minutes of July 3 & 13, 2000
- B. Claims of July 18, 2000
- C. Treasurer's Annual Report
- D. Office Reports – Recorder's June 30, 2000, Cash Count; Sheriff's Quarterly Report; Recorder's Quarterly Report
- E. Committee Reports

AYES: Burchett, Christensen, Knudsen NAYES: None

This being the day set by law for the board to canvass the Harlan Community School Instructional Support Levy Election of July 11, 2000, the board did canvass with the following results:

Public Measure A: "For the purpose of replacing buses, enhancing technology, maintaining programs, purchasing equipment, and other general fund purposes, shall the board of directors of the Harlan Community School District in the Counties of Shelby and Harrison, State of Iowa, be authorized for a period of ten (10) years, to levy and impose an instructional support tax in an amount (after taking into consideration instructional support state aid) not to exceed seven percent (7%) of the total regular program district cost for the budget year and monies received under Section 257.14, Iowa Code, as a budget adjustment in the budget year, and be authorized annually, in combination, as determined by the board, to levy a combination of an instructional support property tax upon all the taxable property within the school district commencing with the levy of property taxes for collection in the fiscal year ending June 30, 2002, and to impose an instructional support income surtax upon the state individual income tax of each individual income taxpayer resident in the school district on December 31 for each calendar year commencing with calendar year 2001, or each year thereafter, the percent of income surtax not to exceed seven percent (7%) to be determined by the board for each fiscal year?"

There were One Thousand Seven Hundred Sixty Eight (1768) ballots cast of which Six Hundred Forty Eight (648) were YES and One Thousand One Hundred Twenty (1120) were NO.

The Board declared Public Measure A as failed.

This being the day set by law for the board to canvass the Kirkman Rural Water Franchise Election of July 11, 2000, the board did canvass with the following results:

"Shall Ordinance No. 2-2000 conveying water utility properties and indebtedness to and granting to Regional Water, Inc., a non-exclusive franchise to acquire, own, construct, reconstruct, operate, repair, remove, replace and maintain the water distribution system within the City of Kirkman, Iowa, be approved?"

There were twenty three (23) ballots cast of which twenty (20) votes were for the proposition, and three (3) were against the proposition.

The Board declared this proposition as passed.

Now being the time for the Public Hearing on the Lease Purchase of a tractor for the Conservation Department, the Chairman did open the hearing. The Clerk reported that there were no written or oral comments of record. It was moved by Christensen, seconded by Knudsen, to close the hearing and approve the 5-year lease purchase of a Model TN55 New Holland Tractor with loader from Sorensen Equipment, Harlan, for the quoted price of \$24,500. Ayes: Burchett, Christensen, Knudsen Nays: None

Kathy Stinn, Chairman of the Insurance Committee, presented a letter to the Board reporting on the status of the changeover from WellMark to Principal Insurance and to make recommendations for the use of the funds received from the WellMark litigation. It was moved by Burchett, seconded by Knudsen, to receive and file the Insurance Committee's Report. Ayes: Burchett, Christensen, Knudsen Nays: None

Charlie Parkhurst, Building & Grounds Supervisor, reported to the Board that he is checking on quotes for the resurfacing of the parking lot and cement work for the courtyard.

The contract for the GIS Coordinator will be discussed at a later date.

It was moved by Knudsen, seconded by Christensen, to authorize the Chairman to sign the contract for the Geographic Information Systems Equipment Grant as recommended by Bob Seivert, EMA Coordinator. Ayes: Burchett, Christensen, Knudsen Naves: None

It was moved by Knudsen, seconded by Christensen, to receive and file the following documentation presented by Seivert, concerning the plans for the Law Enforcement & 911 Center construction. Ayes: Burchett, Christensen, Knudsen Naves: None

RE: Law Enforcement/911 Building Addition

This is a review of the events discussion, options and resulting decisions which lead to the current plan to add to the existing building at 1106 9th Street.

Initial proposal

In 1997, The Sheriff and EMA Coordinator approached the Board of Supervisors regarding expanding the existing building. The Sheriff required a secure area for evidence storage, receiving and moving of prisoners, and an area to clean cars, especially in the winter months. 911 would acquire an additional 8x15 ft space immediately south of the area now utilized for 24 hr call taking & dispatching. This was proposed to be a two story building with a drive through.

Why it was proposed

Currently the entrance for the EMA office is open to the public. It creates a significant concern for jail security. The jail generates in the area of \$100,000 in revenue for the county every year. This is due in a large part to the hosting of prisoners from other counties, most notably POLK County. When prisoners are received they are unloaded in the open and in bad weather, ice, snow, dark. The risk of escape or officer injury from attempted escapes simply due to the prisoners perception of “a chance” is a concern. A secure area for evidence storage is necessary. The current wood structure is not secure. Evidence is stored in various areas. It does not provide a good chain of possession for the courts. The dispatch area is very small. Dispatchers are required to spend longer periods of time maintaining direct contact with 911 callers. While they are on the phone, administrative personnel or jailers often help by answering other phones or using the radio. They re not in the same vicinity. We can only talk and receive on one radio channel at a time. The Sheriff has added three officers. The parking requires officers to back out. When we have a major response the driveway becomes clogged. Officers may lock their cars and take their keys, causing delayed response while they are found and moved. Backing is the number one cause of vehicular property damage accidents. This proposal eliminates backing. The existing 50KW generator is at it’s maximum. Any addition to it’s current load would require an increase in size.

The estimated cost of this addition:	Building	\$125,000
	911/Security	\$ 26,000
	Generator	\$ 40,000

Where it went

The County purchased the Petsche Building and an area for evidence storage was provided for the Sheriff. The rest of the project was put on hold to look at our options. Human Services moved to the new annex. That area became conducive to use by the sheriff to expand into for office space. The movement of communications was also proposed and evaluated. GEO COMM a consultant was retained and offered some recommendations which included, assuring the dispatch area was well lit, natural light was to be available and that modern ergonomic dispatch furniture would improve the work place environment. The human service building is not on a backup generator, required by the 911 center. The EOC would not be directly accessible causing problems when dispatchers need to reset radio equipment, computers or other hardware now located there. The cost of moving the radios was higher. The project required modification of walls and other interior structures to make the space functional. The cost of moving here would actually be less, if the security of the jail was not included, or the secure are for movement of prisoners.

We also investigated moving the dispatch into the EOC. This met with considerable concern. NO natural light, employee resistance at being in the “dark”. The ceiling leaks. It is under the east jail cell. Prisoners plug the sink or toilet causing water to flow out on the floor and leak into the basement. Approximately \$80,000 worth of electronics could very conceivably get wet. The EMA Coordinators office would still require the east door to be open to the public and then they

would have to traverse two flights of stairs to the lower level. Not an acceptable ADA consideration. We would lose our EOC. Consideration was given to moving the EOC to the old human services building, however any cost savings realized by locating the dispatch in the basement would be lost as the EOC also required a generator. Again. This did not include a secure area for movement of prisoners, for the Sheriff. It quickly became the least desirable option, and most likely one of the costliest .

The Current proposal

In 1999, the County became involved in GIS. Mapping and associated equipment was placed in the dispatch center, taking more valuable space. The discussion of the covered drive and 911 movement was continued. The best solution and one participated in by all three members of the Board of Supervisors, the Building & Grounds Supervisor, Sheriff & EMA Coordinator is that by adding three exterior walls and covering the driveway, adding an interior addition for communication we can save costs over our original proposal and make the dispatch and jail security functional for the foreseeable future. Utilizing existing equipment and adding some radio modification we can easily add a second dispatch position. The Sheriff will easily be able to utilize all space in the old human services building. The Coordinators office would not move, however by moving the dispatch into the new addition the jail hallway would be secured with a touch pad preventing direct access to the jail by anyone. The EOC remains intact. The Assistant Communications Supervisor would have an office adjacent to dispatch. The revised plans do not call for a second story. A communications tower is planned for installation at the landfill, as part of the GIS project. It will require auxiliary power. The 50KW generator at the EMA/911 Center will be moved there and a larger 100KW placed at the existing building. This is much more efficient and coordinated than either of the two previously considered proposals. Costs are being obtained and evaluated.

Summary

Countless hours, discussions, and meeting have been held , in particular by Charles Parkhurst, Building and Grounds Supervisor to address the NEEDS of the Sheriff, Jail, and 911 Dispatch. These are vital public service functions. The addition to the existing building will improve 911 dispatch capability. Enable GIS to be incorporated into everyday emergency functions and planning. Improve jail and facility security and thereby reduce the potential for litigation involving escapees or injuries to officers caused by trying to move prisoners over ice and snow while shackled and cuffed. Being able to clean cars of ice and snow will increase their life span and reduce maintenance needs. The proposal is well thought out with consideration given not only to current needs but to potential future uses also. This should allow these agencies to function well into the foreseeable future.

Bob Seivert, EMA Coordinator

It was moved by Knudsen, seconded by Burchett, to approve the grant application to do archeological testing in Shelby County for the identification of prehistoric sites as recommended by the Shelby County Local Government Committee. As of 1995, there were sixteen possible sites in Shelby County. Ayes: Burchett, Christensen, Knudsen Naves: None

It was moved by Burchett, seconded by Christensen, to receive and file a request from the Harlan Airport Commission for matching funds for improvements to the runway and connecting taxiway. Ayes: Burchett, Christensen, Knudsen Naves: None

A representative from the Harlan Cemetery Commission appeared before the Board to discuss the funding for maintenance of Veterans' graves in the Harlan Cemetery. The Board informed him that the request would have to be made through the Veterans Affairs Commission and that, if funding was approved, it would have to be made available for all cemeteries containing Veterans' graves in Shelby County.

The Zoning Administrator presented the plat of Pauley Subdivision in Section 1 Union Township and gave his report. The Planning and Zoning Commission has given review/approval to the Administrator for cases involving the subdivision of land for agricultural purposes and not for housing development. The Administrator recommended approval of the plat based on current ordinances. It was moved by Knudsen, seconded by Christensen, to approve the Final Plat of Pauley Subdivision of Part of the W1/2 SW1/4 of Section 1, T-81N, R-39W of the 5th P.M., Shelby County, Iowa. Ayes: Burchett, Christensen, Knudsen Naves: None

It was moved by Knudsen, seconded by Christensen, to approve the following resolution:

RESOLUTION NO. 2000-26
RESOLUTION AMENDING THE SHELBY COUNTY
DOWN PAYMENT ASSISTANCE PROGRAM ADMINISTRATIVE
PLANS FOR PROGRAM NUMBERS 94-HM-132-065, 99-HM-132-065 AND 00-HM-104-065

BE IT RESOLVED by the Shelby County Board of Supervisors that Item 4.1 be added to the Administrative Plan for Program Numbers 94-HM-132-065, 99-HM-132-065, and 00-HM-132-065, as follows:

4.1 RE-USE OF PROGRAM FUNDS

If during the term of any loan, down payment assistance funds are returned to the county by any applicant in accordance with the loan agreement and promissory note, the county will reutilize this funding in a manner in keeping with the provisions of this program.

Adopted this 18th day of July, 2000.

AYES: Burchett, Christensen, Knudsen NAYES: None

It was moved by Knudsen, seconded by Christensen, to approve the Release of the Real Estate Mortgage on the North 75 feet of the South 150 feet of the East 195.7 feet of Lot 3, Stillside Addition, City of Elk Horn, Shelby County, Iowa. Ayes: Burchett, Christensen, Knudsen
Nays: None.

Now being the time the Board set aside to count the money in the Treasurer's Office, the Board proceeded to the Treasurer's Office. The results were as follows:

Cash	\$	2,591.50
Checks	\$	7,714.15
CD's		\$2,180,000.00

The County Engineer gave a presentation on the Shelby County bridge problems.

There being no further business appearing, the Vice-Chairman declared the meeting adjourned at 11:00 a.m.

Allen W. Burchett, Chairman

ATTEST:

Marsha J. Carter
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.