

August 16, 2016

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: Roger Schmitz, Chairman; Steve Kenkel, Vice-Chairman; Charles Parkhurst; and Marsha J. Carter, Clerk.

The Chair asked that any Conflict of Interest be stated concerning any item on the agenda. No conflicts were stated.

It was moved by Kenkel, seconded by Parkhurst, to approve the agenda. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

It was moved by Parkhurst, seconded by Kenkel, to approve the Minutes of August 2, 2016, as presented AYES: Schmitz, Kenkel, Parkhurst NAYES: None

It was moved by Kenkel, seconded by Parkhurst, to approve the Claims of August 16, 2016, as listed in the Claims Register. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

Todd Valline, Shelby County Chamber of Commerce and Industry, updated the Board on ongoing projects.

Valline reported that Inland Sea, an Iowa business, is looking to build an aquaculture system facility in the Business Park south of Harlan on Hwy 59. This facility would employ 10-15 people and could produce 100,000 pounds of sushi-grade salmon weekly. Currently, all salmon consumed in Iowa is shipped from Norway or Chile. This would be the first of its kind in the U.S. If all requirements are met, they could break ground as early as next spring. This type of aquaculture center could put Shelby County on the map.

Chairman Schmitz reported that he was in receipt of a petition from interested parties in regard to the poor maintenance of Slates Cemetery, which is located at 1800 Peach Road in Douglas Township. Schmitz explained that cemeteries are the responsibility of the Township Trustees and added that a copy of this petition had also been given to the Douglas Township Trustees. The County has no jurisdiction in this matter.

It was moved by Kenkel, seconded by Parkhurst, to make the following amendments to the Shelby County Employee Information Handbook. AYES: Schmitz, Kenkel, Parkhurst NAYES: None:

3.2 Amendment - Payday

All salaried (FLSA Exempt) employees' pay checks will be issued by the end of the working day on the 15th of each month for work performed from the 1st through the 15th day of the month and the last day of each month for work performed from the 16th through the last day of that month. If the payday falls on a Saturday, Sunday, or a Holiday, paychecks will be issued the day before. ~~If the payday falls on a Sunday, paychecks will be issued on Monday.~~ All other employees' pay checks will be issued by the end of the working day on every other Thursday for work performed in the previous two weeks. All employees hired after August 7, 2007, will be required to have their payroll checks deposited directly into the employee's bank account.

4.2 Amendment - Vacation Carryover/Buy-Back

After full-time employees become eligible for annual paid vacation hours in excess of 80, they full-time employees will be allowed to carryover one half (1/2) of their annual paid vacation hours at the end of their employment year. Employees are required to use a minimum of 80 hours of vacation to be eligible to carryover vacation hours. This is not accumulative. An employee's unused vacation hours shall never exceed one and one half (1.5) times the annual paid vacation hours as set out in the Vacation Schedule

in this section. ~~A Vacation Carryover Request is required to be filed with the Payroll Department before the vacation hours will be carried over.~~

~~In addition, Vacation Buy-Back~~ The Board of Supervisors may annually authorize a “buy-back” of up to eighty (80) hours of vacation. If an employee elects to participate in this program, the employee shall comply with all procedures set by the Board. The value of the vacation “buy-back” shall be placed into the employee’s deferred compensation account or health savings account.

A Vacation Carryover/Buy-Back Request is required to be filed with the Payroll Department.

Carter presented the FY2016 Shelby County Annual Financial Report and reported that it had been sent to the Harlan Newspaper for publication, as required by law.

Dan Ahart, County Engineer, was available to update the Board on activities of the county road crews and the status of current maintenance and construction projects.

There being no further business appearing, the Chairman declared the meeting adjourned at 9:48 a.m.

Roger Schmitz, 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.