

July 11<sup>th</sup>, 2017

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: Steve Kenkel, Chairman; Charles Parkhurst; Vice-Chairman, Roger Schmitz and Mark Maxwell, Clerk. Today Parkhurst acted as chair as Kenkel had issues with his voice.

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

A motion was made to approve the agenda by Schmitz, seconded by Kenkel with no additions to the agenda AYES: Unanimous NAYES: None

A motion was made by Kenkel, and a second by Kenkel to, to approve the Minutes of June 20<sup>th</sup>, 2017, as presented AYES: Unanimous NAYES: None

It was moved by Kenkel, seconded by Schmitz, to approve the Claims of June 30<sup>th</sup>, 2017 as listed in the Claims Register. AYES: Unanimous NAYES: None

Robert Lala representing True North Insurance and Financial Strategies presented their Risk Management Audit prepared for Shelby County. Lala suggested that the county keep better records of insurable property than what was presented to them. Should a loss occur, ownership and records must remain accurate. Other areas of this County insurance audit suggested the County is doing the right things with their risk management.

Pat Hoffman, speaking for Lonely Oak Distillery, asked for board approval for the distilleries request for a class C liquor license. A motion was made by Kenkel and seconded by Schmitz to approve the application, this will permit the distillery to sell their own products that are distilled at their facility, and no other spirits or alcoholic beverages may be served. The motion was approved with Ayes by Schmitz, Kenkel and Parkhurst. NAYES: None

Gene Cavanaugh Shelby County Veterans presented 50<sup>th</sup> anniversary commemorative Vietnam War books that are available in his office for all Vietnam Veterans or their surviving spouse. The number of Vietnam Veterans in the county outnumbers the current supply of these books. In the future the books will only be available at full list price to the county. The Supervisors agreed with a motion by Schmitz and a second by Kenkel to have the County fund the remaining copies for all Vietnam Veterans in the County at a cost of approximately \$ 1500.00. Cavanaugh encouraged all Vietnam War veterans to contact his office for their copy. The vote in favor of this motion was unanimous, with no NAYES.

Nick Preston Shelby County Conservation Department head, said storm damage at the County parks has been cleaned up in a timely manner and that use of the County facilities has been steady and has had a very busy summer season. Christina Roelofs has been presenting programs and activities as well as planning the activities for this fall season.

Tony Buman let the board know of current activity in his office and initiated discussion for the yearly approval of applications on file in the Assessor's office for the following tax credits, homestead, business property and Disabled Veterans due in fiscal year 2017-18. A motion was made by Kenkel and a second by Schmitz to approve the applications. Ayes: Unanimous NAYES: None

Neil Gross, Shelby County Sheriff, gave his quarterly report and discussed the possibility of acquiring a drug dog for Shelby County. The initial investigative parts of this idea have been examined and the Supervisors, with a motion by Schmitz and a second by Kenkel to approved the preliminary details and eventual purchase of canines by the Sheriff's Department. Most of the money for this project will be attained from private donations. Also, in other counties a drug dog has paid for itself with recoveries and forfeitures. The Board approved the go ahead in fundraising for this project with intentions of an eventual purchase of these animals, with a unanimous vote.

Geralyn Greer Shelby County Recorder advised of current projects in her department and that ATV and snowmobiles can be registered after September 1<sup>st</sup>. The new hunting regulation books will be available the first ½ of August. Resident deer tags will be available August 15<sup>th</sup>. Marriage, Birth and Death Certificates are also being put on the state website.

Terri Derringer Environmental Health Department head mentioned health inspections have been numerous and that the passport portion of their office duties has been very busy.

Lonnie Maguire let the board know that a quorum was not available at their meeting July 10<sup>th</sup>, but many legislative changes affecting their office in the coming years were discussed.

Mark Maxwell Shelby County Auditor reported that real estate tax levies are being assembled and verified at this time, the Auditor and Sheriff requested Audits from previous office holders have not been completed as of yet. The Auditor then made a request of other County Departments to be courteous and cooperative by asking departments to submit the Auditors office, claims for payment, and make payroll changes and additions before the deadlines. This issue is not County wide, but would be cleaned up with timely submission of claims, claims demanding immediate payment, and payroll revisions and submissions on or before the deadline days. These special requests in the past have been fulfilled by the Auditor's office, but habitual tardiness in these requests create the avoidable doubling of efforts by the Auditors staff on the deadline days and the days after. It was suggested to Maxwell to set up a new employee protocol to prevent future problems of payroll nature.

Auditor Maxwell then asked the Board of Supervisors for approval to transfer \$135,889.00 these are TIF collections from fiscal year 2017 and be transferred to Secondary Roads for their use. A motion was made by Schmitz and seconded by Kenkel, to approve the transfer and a vote was taken with the following results: Ayes: Unanimous Nays: None

Maxwell then submitted to the Board the annual SWIPCO agreement for consideration. With a motion by Schmitz and a seconded by Kenkel to have the document signed. A vote was taken and the board approved entering into the yearly agreement with SWIPCO. AYES: Unanimous Nays: None

Carolyn Blum Shelby County Treasurer then presented her quarterly report which included results of her recently held tax sale, which was comparatively as successful as previous years tax sales. Blum also presented her certified fund balances as of June 30<sup>th</sup>, 2017. A motion by Schmitz and a second by Kenkel was made to accept the certification made and a unanimous vote in favor of acceptance was counted. Nays: None.

Blum then presented the board with a new 28-E agreement with updates asked for by the department of transportation; the new agreement addresses privacy and security concerns. A motion by Kenkel and a second by Schmitz in favor of entering this

agreement was made. A vote was taken with Ayes by Schmitz, Parkhurst and Kenkel, Nays, none.

Kyle Lindberg Shelby County Jail Administrator asked for board approval to replace the fire protection electrical panel over 25 years old, to meet current standards. It was motioned by Schmitz and seconded by Kenkel to approve continuing with this project. The board voted in unanimous approval in favor of this project until completed to meet current standards.

The board then discussed tax abatements and using consistent rulings on City purchased properties in the past. This is concerning a tax abatement request by the city of Harlan and the City of Shelby. Marcus Gross County Attorney advised that if a City does not pay back taxes the County shall abate the taxes. Carolyn Blum, Shelby County Treasurer was charged with the task of getting the details to the Auditors office to get the official procedure started.

Shelby County Chamber and Commerce director Todd Valline updates the Board with the following topics: the Hansen Memory Care facility plans are in the works, and that multiple housing and commercial interests have been approaching the Chamber with varying requests for information.

Dan Ahart Shelby County Engineer addressed the Board with the Engineers Secondary Roads report, Ahart discussed his intentions of retiring this coming November 15th. A motion by Kenkel and a second by Schmitz in favor preceded a unanimous vote in favor of going ahead with his intentions. Ahart also urged the board to promote Brandon Burmeister, Assistant County Engineer to his position. Ahart also asked for approval of a project on Peach Road north of F24. This has been pushed forward as a needed completion this summer.

There being no further business appearing, the Chairman declared the meeting adjourned at 10:06 A.M.

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Steve Kenkel, Chairman

ATTEST:

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Mark Maxwell  
Clerk to the Board of Supervisors

Note: These minutes are subject to approval at the next Board of Supervisors meeting.