

January 16, 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, Roger Schmitz, 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 Kenkel, seconded by Schmitz, to approve the agenda. Motion carried unanimously.

It was moved by Schmitz, seconded by Kenkel to approve the minutes of January 2<sup>nd</sup>, 2018. Motion carried unanimously.

It was moved by Kenkel, seconded by Schmitz, to approve the claims of January 16<sup>th</sup>, 2018, as listed in the Claims Register. Motion carried unanimously.

The Board then revisited the issue of renaming the East Branch of the West Nishnabotna River to the Avoca River as the Supervisors approved by motion last fall. The cost in updating records for landowners, with property adjoining the river was not considered at the time. Carroll County did not approve the renaming. A motion by Kenkel and second by Schmitz to rescind the motion from the previous meeting was received. A unanimous vote was taken and recorded in favor of rescinding last year's motion and entering an official no to the suggested name change.

Steve Kenkel Committee Member to Southwest Iowa Mental Health, reported \$21.00 per capita will be the budgeted amount in the Shelby County's Budget. This amount is expected to rise as the reserves are almost down to expected levels. The total asking for this year's budget will be \$247,800.00

Todd Valline, representing the Shelby County Chamber of Commerce & Industry updated the board of ongoing activities. Many projects are ongoing. The Harlan Plaza project has generated interest in his office, they are receiving phone calls from outside the County asking about opportunities from this development. February 15<sup>th</sup> will be the annual Chamber awards Banquet, nominations for Person of the Year and Business of the Year are now being accepted in his office.

Brandon Burmeister, County Engineer, presented fuel bids for the upcoming year with bids by Agriland FS in the amount of \$370,974.75 and Farm Service Coop in the amount of \$367,789.05 Burmeister recommended accepting the bid by Farm Service Coop. A motion by Schmitz and a second by Kenkel preceded a unanimous vote in favor of accepting the bid.

Burmeister later presented the bid By Western Engineering in the amount of \$2,547,315.51. The Board then unanimously approved the motion by Schmitz and the second by Kenkel to approve and authorize the Chairman to sign all appropriate documents and award project number STPS-CO83(70)–5E-83, M47 HMA. Resurface with cold patch in place recycling, Road M-47 from Highway 44 south to the County line.

Burmeister then updated the board on continuing removal of the recent nuisance snows. Also the Engineer noted during a recent bridge inspection on a 5 ton bridge a vehicle passed over that was over the 5 ton limit, Burmeister stressed that the bridge ratings must be honored by everyone.

Bryce Schaben reviewed the safety policy and received approval for updating county safety policy, specifically the drug and alcohol portion of the policy as well as the policy

directing the use of devices that may obstruct hearing (ear buds, earphones etc.). A motion was made by Kenkel and a second by Schmitz was made to approve the changes to policy. The Board then voted unanimously in favor of editing County Policy. Schaben then asked Auditor Maxwell to make the approved edits.

Schaben who is the County Roadside Manager as well as Safety Director then asked for Board approval of a new Hydro seeder. Engineer Burmeister added that this seeder was budgeted for this fiscal year. Schaben explained that grant money will cover all but the trade in value of the existing seeder. A motion by Kenkel and a second by Schmitz was made. Kenkel, Schmitz and Parkhurst all voted in favor of the purchase.

The board then discussed the following policy for adoption, the recent day closing of the entire Courthouse has been closely scrutinized necessitating at least looking at a new, additional policy number 34: Courthouse closing procedure for Departments operated from the Courthouse Departments offices located outside the Courthouse are not included. The Courthouse shall remain open on all business days NOT identified as a Holiday as determined by the Board of Supervisors unless:

The Auditor, Chairman or a member of the Board of Supervisors, Sheriff or a Deputy in the absence of the Sheriff all agree that conditions are such that the Courthouse should not be open to the public during normal working hours. This determination may be made at any time of day. The Auditor will make notifications to local radio and media, as well as other Departments.

In cases that individual Departments are understaffed and cannot serve the public because of inclement weather causing poor employee attendance, the Department Head may choose to close their Department for the day(s) at their discretion. Local radio and media will be notified by that Department Head of the closing of that Department.

Employee safety is very important; no employee is expected to put themselves at undo risk because of weather to report to work.

Courthouse employees may go unpaid, use vacation time, or accumulated compensation time if available, for the scheduled working hours not attended, because of the aforementioned reason. Department Heads will be charged with enforcing this policy within their department.

County Auditor Mark Maxwell presented his report; Maxwell believes most of the information has been received to complete the budget for the Supervisors review. The IT committee is receiving visits from IT companies invited to address the County for the new contract to be awarded in the coming months for fiscal year 2019. The Counties current provider contract expires June 30<sup>th</sup>.

Tony Buman made his quarterly report letting the Board know that this is a very busy time of year with all of the new year and finishing up with the old year questions being fielded by his office. Mark Maxwell then thanked Buman for his assistance in answering questions concerning valuations in the past valuations season.

Shelby County Conservation Director noted that the ice is up to 10" thick at Manteno and Nishna Bend. Last camping season there were 2430 total nights of camping and Cabin rentals at Shelby County facilities.

Neil Gross Shelby County Sheriff, let the board know that the newest of the K9 patrol is scheduled to begin duty this spring, and that officers and the Jail have been very busy.

Kyle Lindburg let the board know that there were 367 prisoners last year in the Shelby County Jail. Average stay was 6 days.

Mike Jensen representing EMA announced that the recent seminar hosted in Harlan was attended by 40 persons. Recent projects include updating guidelines for the first responders.

Carolyn Blum County Treasurer then presented an update for her department and presented the Board with her Required Semi-Annual Report. After complete review of the report a motion was made by Schmitz then Seconded by Kenkel to approve the report. Blum then informed the Board that Shelby County receipts total about 4% of what is given to the State of Iowa for the Treasurer's office services to the public.

Geralyn Greer, Shelby County Recorder reported to the Supervisors that hunting and fishing license for 2017 have expired and various registrations are due such as ORV, ATV, ORM, and snowmobile must be renewed, these owners will now be assessed a \$5 late fee. The required annual report was then submitted to the Board and accepted for filing in the Auditors office.

Lonnie Maguire reported her Departments current activities including the lowered per capita levy rate coupled with lower County population will lessen the tax asking in Shelby County to \$247,800 from \$274,321. The region is lowering the amount of reserve cash in the overall budget but will probably go up in coming fiscal years as the lowered limit has been reached.

There being no further business appearing, the Chairman declared the meeting adjourned at 9:53 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.