

February 4th, 2020

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: Charles Parkhurst, Chairman, Darin Haake, Vice-Chairperson, Steve Kenkel and Mark Maxwell, Clerk.

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

A motion was made by Kenkel and seconded by Haake to approve the agenda with no additions. AYES: Unanimous NAYES: None

A motion was made by Haake with a second by Kenkel, to approve the minutes of the January 21<sup>st</sup> and January 31<sup>st</sup> meetings. AYES: Unanimous NAYES: None

A motion was made by Kenkel and seconded by Haake to approve the latest claims to be drawn from County funds. All Board members voted for approval.

The Supervisors then gave their approval to use Jail Room and Board funds to purchase a vehicle to be used by the Jail Department as well as the Sheriff's department. Any purchases other than jail improvements are required to have prior approval by the Board of Supervisors. Sheriff Neil Gross explained the dollars used were not tax payer dollars, but revenue from incarcerations in the Shelby County Jail. Kenkel made a motion to approve the expenditure and Haake seconded the motion. A vote was held with all three supervisors voting in favor of the motion.

Brandon Burmeister, Shelby County Engineer, then asked the board to approve following Resolution presented individually to the Supervisors last week. A motion was made by Kenkel and seconded by Haake to approve the Resolution numbered 2020-9, a Resolution to accept the low bid for Shelby County pavement project FM-C083(77)--55-83, and to allow County Engineer to execute contracts in connection with this project. A vote was held with Haake, Kenkel and Parkhurst all voting in favor of adoption of the following Resolution 2020-9. No nays were cast

#### RESOLUTION 2020-9

**WHEREAS**, the Board of Supervisors, hereafter referred to as "the Board", believes the FM- C083(77)--55-83, hereafter referred to as "the project" is in the best interest of Shelby County, Iowa, and the residents thereof. The project is defined as milling of existing asphalt surfacing and replacement with hot mix asphalt surfacing; and **WHEREAS**, the Board has sought appropriate professional guidance for the concept and planning for the project and followed the steps as required by the Code of Iowa for notifications, hearings, and bidding/letting; and **WHEREAS**, The Board finds this resolution appropriate and necessary to protect, preserve, and improve the rights, privileges, property, peace, safety, health, welfare, comfort, and convenience of Shelby County and its citizens, all as provided for in and permitted by section 331.301 of the Code of Iowa; and **IT IS THEREFORE RESOLVED** by Board to accept the bid from Western Engineering Co. in the amount of \$293,182.42 and awards the associated contract(s) to the same; **BE IT FURTHER RESOLVED** that all other resolutions or parts of resolutions in conflict with this resolution are hereby repealed. If any part of this resolution is adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the resolution or action of The Board as a whole or any part thereof not adjudged invalid or unconstitutional. This resolution shall be in full force and effect from and after the date of its approval as provided by law; and **BE IT FURTHER RESOLVED** by the Board of Supervisors of Shelby County, Iowa, that after receiving the necessary contract documents, including but not limited to, the contractor's bond and certificate of insurance, Brandon Burmeister, the County Engineer for Shelby County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the contracts in connection with the afore awarded construction project let through the DOT for this county.

Burmeister then asked for consideration of the following two plans for letting: Schaben Box BRS-CHBP-C083(75)--GB-83; Replacement of existing bridge with Twin 12'x12'x72' Reinforced Concrete Box Culvert. As well as Heller Box BRS-CHBP-C083(76)--GB-83; Replacement of existing bridge with Single 5'x5'x57' Reinforced Concrete Box Culvert. A motion was made by Kenkel and seconded by Haake to approve the plans for letting the projects. Kenkel, Haake and Parkhurst all voted in favor of approval. No Nays were cast. Burmeister then notified the Board of vehicle purchase that were part of his budget. The purchase to be made locally.

Mark Maxwell, Shelby County Auditor then provided the board with the current Juvenile Court three year lease agreement. Maxwell recommended leaving the lease amount the same for the next three year period. Maxwell asked permission to have a new lease drawn up for fiscal years 2021, 2022 and 2023. As well as approve the monthly lease amount for the coming three year period. The costs of the lease is shared by Shelby, Cass, Harrison and Audubon Counties and split by population. Haake made a motion to approve the terms of the new lease to be signed. Kenkel seconded the motion. Parkhurst, Kenkel and Haake all voted in favor of continuing the lease.

The next item for Supervisor consideration was to implement new policy regarding specified wages for drivers license examiners in Shelby County. The positions have been proven difficult to fill. The new Driver's License Examiner Policy reads as follows: This policy is expected to ease the burden of securing driver's license examiners for employment in Shelby County. This policy will be in effect immediately and added to the Employee Handbook when it is edited for modifications. In addition to the wage/longevity pay scale as outlined, the Treasurer's Office wage schedule is as follows: Employees receive \$1.00/hour pay increase upon successful completion of certification for CDL drive examiner. Employees receive \$.50/hour pay increase upon successful completion of certification for vehicle drive examiner. Employees receive \$.50/hour pay increase upon successful completion of certification for motorcycle examiner. A motion was made by Kenkel and seconded by Haake to approve the new Drivers License Policy. Parkhurst, Kenkel and Haake all voted in favor of implementing the new policy. No nays were cast.

There being no further business appearing, the Chairman declared the meeting adjourned.

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Charles Parkhurst, Chairman

ATTEST:

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Mark L. Maxwell  
Clerk to the Board of Supervisors