

The Board of Supervisors of Shelby County, Iowa, met pursuant to law and rules of said board in special session at 9:00 a.m. in a remote meeting via teleconference of the Shelby County Supervisors with the following members present: Charles Parkhurst, Chairman; Darin Haake, Vice-Chairperson; and Supervisor Steve Kenkel and Mark Maxwell, Clerk.

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

A motion was made by Haake and seconded by Kenkel 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 March 24th special meeting. AYES: Unanimous NAYES: None

It was moved by Kenkel, seconded by Haake, to approve the Claims of March 27th as listed in the claims register. AYES: Unanimous NAYES: None

Supervisor Kenkel then made a motion to approve Shelby County as the fiscal agent for the department of Public Health and Iowa Community Kitchen for the production and transport of up to 300 meals to vulnerable county residents up to 12 weeks. Donations to the community kitchen are also welcome to support their infrastructure to provide these meals. Supervisor Haake seconded the motion. Parkhurst, Haake and Kenkel approved the motion in a unanimous vote in favor of the motion.

Tracking of extra emergency expenses that include payroll and unbudgeted county expenses was brought to the attention of the auditor's office by Alex Londo, Shelby County Emergency Management director. Mark Maxwell, Shelby County auditor reasoned that every Shelby County expense goes across his administrative assistants desk, Angel Poore, Shelby County Auditors Administrative Assistant also has been assisting in payroll duties as cross training has progressed in his office. It would make sense to have department heads mark extra expenses plainly when filing claims and payroll sheets that have been affected by the current emergency that may be unbudgeted expenses. Having all of this sorted as this crisis unfolds and ends would be a great advantage. Maxwell proposed for the duration of this event, Ms. Poore receive additional pay in the amount of \$60.00 per week (\$1.50 per hour) to perform the tracking for all departments at the Auditors office. Haake made a motion to provide the extra pay for the duration of the current emergency. Kenkel seconded the motion. Haake, Parkhurst and Kenkel all voted in favor of the motion.

Southwest Iowa Mental Health has added a new member County, that being Fremont County. A new 28-E agreement has been drafted and the Shelby County Supervisors are required to approve the new agreement adding Fremont County and using the Mental Health Advocate service. A discussion was held on the current agreement, with Lonnie Maguire, Shelby County Community Services Director fielding questions. It was moved by Kenkel, seconded by Haake, to renew the 28-E agreement. Haake seconded the motion to authorize the signing of the agreement. AYES: Haake, Kenkel, Parkhurst NAYES: None

A temporary addition to County sick leave policy was then discussed and considered by the Shelby County Supervisors. The following policy will remain in affect for the duration of this emergency and expire when the Supervisors declare the emergency over.

During the time designated by the Board as a disaster emergency pursuant to Resolution 2020-15, in the event that an employee shall use all of that employee's accrued sick leave, the employee shall continue to be paid per the County's sick leave policy until June 1, 2020, or until such time as the Board determines an emergency no longer exists, whichever is earlier. However, the amount of additional sick leave granted to an employee under this policy shall not exceed 80 hours. Such sick leave shall be referred to as "negative sick leave." If, at the time an employee's employment with the County is terminated for any reason, such employee has not fully reimbursed the County for negative sick leave used under this policy, the County shall withhold from employee's final pay check such amount as is necessary to reimburse the County for such negative sick leave. Prior to incurring negative sick leave, the employee shall execute an agreement with the County agreeing to such reimbursement.

Kenkel made a motion to approve the new policy, Haake seconded the motion. Parkhurst, Kenkel and Haake all voted in favor of the new policy. No nays were cast.

Mark Maxwell, auditor and Election commissioner, then informed the Supervisors that in person absentee voting must be allowed. The Courthouse entrance will have a precinct election official at the door to admit voters to the lower entry level of the Courthouse during normal business hours. All other areas of the Courthouse will be closed. One voter at a time will be allowed in the Courthouse. This will be attempted to be done in this manner unless it becomes unworkable then moving the absentee voting to another location will be necessary. If voters would request an absentee ballot now, they do not have to vote in person, they may vote by absentee by mail. Special provisions are being made for election day. Voters who choose to wait until election day may expect long lines caused by social distancing and the number of people allowed in a group. Again voting absentee by mail would alleviate much of the burden on election day. Also the Primary polling place in Earling will be moved from St. Josephs Hall to the Earling Fire Hall.

It was mentioned that a new policy drafted by Ahlers and Cooney, Shelby County Human Resources Legal Counsel was introduced and suggested late yesterday and too late for Supervisors review. It will be reviewed and possibly considered at next week's regular Board of Supervisors meeting.

The Board of Supervisors thanked all departments for the cooperation and added workload this has caused. Many changes have been made to cope with the current situation in Shelby County.

Alex Londo, Shelby County EMA Director, asked for time to remind everyone that the fire danger index is very high and open burning is not permitted at this time in Shelby County.

Charles Parkhurst, Chairman

ATTEST:

Mark L. Maxwell
Clerk to the Board of Supervisors