

The Shelby County Board of Supervisors met in an organizational session at 9:00 A.M. in the Supervisors Chamber in the Courthouse with the following members present: Steve Kenkel, Charles Parkhurst, Darin Haake, and Mark Maxwell, Clerk.

The residing Chair Charles Parkhurst asked that any conflict of interest be stated concerning any item on the agenda. None were stated.

A motion by Kenkel and a second by Haake was made to accept and abide by the following statement read aloud; " The Board of Supervisors shall meet as required by Chapter 331.213, Code of Iowa, and shall hold their first meeting of each year on the first day in January, which is not a Saturday, Sunday or holiday and shall hold all subsequent meetings of the year as scheduled by the Board. All meetings of the Board shall be scheduled and conducted in compliance with Chapter 21. Regular meetings shall be held on the first and third Tuesdays of each month." A unanimous vote was counted in favor of accepting the statement.

It was moved by Parkhurst, seconded by Kenkel, to approve Darin Haake as Chairman of the Board of Supervisors for the 2021 calendar year. Motion carried unanimously.

It was moved by Parkhurst, seconded by Haake, to approve Steve Kenkel as Vice-Chairman of the Board of Supervisors for the 2021 calendar year. Motion carried unanimously.

It was moved by Kenkel, seconded by Parkhurst, to approve the agenda. Motion carried unanimously.

It was moved by Parkhurst, seconded by Kenkel to approve the minutes of December 15, 2020 and December 22<sup>nd</sup> 2020. Motion carried unanimously.

It was moved by Parkhurst, seconded by Kenkel, to approve the claims of December 31st, 2020, as listed in the claims register. Motion carried unanimously.

Todd Valline was present to ask the Supervisors for an approval of the letter of support for the Shelby County Chamber of Commerce and Industry to be the agent for the Southwest Iowa Planning Councils business recovery procedures. There is funding available to the Chamber for the services the Chamber will provide with SWIPCO. Parkhurst made a motion for the Chamber to be the Shelby County representative to partner with SWIPCO in this arrangement. Parkhurst, Kenkel and Haake all voted in favor of approval of the partnership. Valline also noted that the recent holiday drawings were a success with five different businesses represented in the drawings and persons from all over the Shelby County area were represented in the winners drawn at random. Director Valline also said they are currently accepting nominations for the yearly Chamber Recognition Awards.

Brandon Burmeister, Shelby County Engineer, presented the following resolution to update Secondary Roads employee's safety equipment reimbursement.

*RESOLUTION NO. 2021-05*

**RESOLUTION PROVIDING SECONDARY ROAD EMPLOYEES WORK CLOTHING ALLOWANCE**

**WHEREAS**, the Shelby County Board of Supervisors wishes to continue providing Work Clothing allowance to Secondary Road Employees, and, **WHEREAS**, the Work Clothing allowance was removed from the Union Contract Agreement which went into effect on July 1, 2019. **NOW, THEREFORE, BE IT RESOLVED BY THE SHELBY COUNTY BOARD OF SUPERVISORS:** Each Secondary Road Employee will be allowed one hundred dollars (\$100.00) on the first pay period of the fiscal year for the purchase of work clothes. The resolution was approved after a motion by Kenkel and a second by Parkhurst to approve the resolution. Haake, Kenkel and Parkhurst all voted in favor of the resolution. The resolution was passed and adopted.

An extension of all Shelby County Covid Policies created since March 1<sup>st</sup>, 2020 were then extended indefinitely as most expired at the end of the year. Parkhurst made the motion to extend and Kenkel seconded the motion. Haake, Parkhurst and Kenkel voted in favor of the motion.

It was moved by Kenkel, seconded by Parkhurst that all claims filed in the Auditor's office by the Wednesday before the third Tuesday of each month shall be presented to the Board of Supervisors for approval for payment at that meeting. All claims for mileage and travel expenses must be submitted within sixty days of the date incurred. Motion carried unanimously.

It was moved by Parkhurst, seconded by Kenkel, that the County Auditor be authorized without prior approval of the Board to pay the wages of all County employees and to pay any other claims properly authorized by the Department Heads. Motion carried unanimously.

It was moved by Parkhurst and seconded by Kenkel, that the following resolution be adopted after a reading by the Auditor:

RESOLUTION NO. 2021-1

A RESOLUTION APPOINTING DEPUTY COUNTY OFFICIALS FOR THE 2021 CALENDAR YEAR

BE IT RESOLVED that the following persons shall be appointed deputies for the following offices as recommended by the elected officials according to Chapter 331.903, Code of Iowa: Marcus Gross, Jr. County Attorney, Assistants: Todd Argotsinger and Blake Miller as well as Ashely West and Jennifer Mumm.

Neil Gross Sheriff, Deputies: Cody Eckles, Kelly Lefeber, Chad Butler, William McDaniel, Glenn Birks, Nathan Pigsley, Braden Quist, Jacob Hoss and Nathan Tibbets. The following vote was counted. Ayes: Kenkel, Parkhurst, Haake Nays: None

It was moved by Parkhurst and seconded by Kenkel, to appoint Bryce Schaben as Weed Commissioner for 2021. Motion carried unanimously.

The mileage reimbursement rate was set at \$.56 as well as the following days shall constitute paid holidays for all eligible employees as stated herein for the 2021 year.

New Year’s Day – Friday, January 1  
Presidents’ Day – Monday, February 15  
Memorial Day – Monday, May 31  
Independence Day – Observed July 5th  
Labor Day – Monday, September 6  
Veterans’ Day – Thursday, November 11  
Thanksgiving Day – Thursday, November 25  
Friday after Thanksgiving – Friday, November 26  
Christmas – Friday, December 24  
New Year’s Day , December 31<sup>st</sup>

Kenkel made a motion to approve the Holidays and a second followed by Parkhurst to approve the mileage rate and Holidays. Kenkel, Parkhurst and Haake all voted in favor of the motion

The Board also has established the following policy: If a holiday falls on Saturday, the preceding Friday will be a paid holiday; when a holiday falls on Sunday, the following Monday will be a paid holiday. This policy is in effect for all holidays mentioned except Christmas Eve on years when Christmas Eve is on a Friday.

It was moved by Kenkel and seconded by Parkhurst, to approve the appointment of Scott Markham as County Medical Examiner and to accept the proposal of the physicians of Shelby County that the doctor on call will act in the Medical Examiner’s absence. Motion carried unanimously.

It was moved by Haake, seconded by Kenkel, to approve the appointment of the following persons as members of the Compensation Board for the Condemnation of Private Property for Shelby County for 2021, as required by Chapter 472.4, Code of Iowa: Motion carried unanimously for the following names

| FARM OWNER - OPERATORS                | CITY PROPERTY OWNERS               |
|---------------------------------------|------------------------------------|
| Lonnie Benson<br>Irwin, Iowa          | Kayla Jacobs<br>Harlan, Iowa       |
| Jason Monson<br>Irwin, Iowa           | Donald Holdsworth<br>Harlan, Iowa  |
| Delbert Bruck<br>Harlan, Iowa         | Paul Leinen<br>Harlan, Iowa        |
| David Boettger<br>Harlan, Iowa        | Michael Cain<br>Harlan, Iowa       |
| Kenneth Schneider<br>Portsmouth, Iowa | Todd Langenfeld<br>Earling, Iowa   |
| Dave Wahling<br>Shelby, Iowa          | Richard Leinen<br>Portsmouth, Iowa |
| Charles Wooster, Jr.<br>Manilla, Iowa |                                    |
| REAL ESTATE BROKERS                   | PERSONS HAVING KNOWLEDGE OF        |

PROPERTY VALUES IN SHELBY COUNTY

Kirk Petersen  
Harlan, Iowa

Kevin Campbell  
Harlan, IA

Terry Knapp  
Harlan, Iowa

Randy Ouren  
Harlan, Iowa

Tim Meyers  
Harlan, Iowa

Jan Arkfeld  
Defiance, Iowa

Rowland Burton  
Irwin, Iowa

It was moved by Parkhurst, seconded Kenkel, to approve the Harlan Tribune and the Harlan News Advertiser as official newspapers for 2021, as defined in Chapter 618.3 and Chapter 349, Code of Iowa. Motion carried unanimously.

It was moved by Parkhurst , seconded by Kenkel, that the following resolution be adopted:

RESOLUTION NO. 2021-2  
RESOLUTION CONCERNING NON-DISCRIMINATION

BE IT RESOLVED, by the Board of Supervisors of Shelby County, Iowa, that no person shall be excluded from the receipt of services or benefits, and Shelby County shall not refuse to hire, accept, register, classify, or refer for employment, or discharge any employee, or otherwise discriminate in employment against any applicant for employment, because of the age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, or disability of such applicant or employee, unless based upon the nature of the occupation. Ayes: Parkhurst, Kenkel, Haake Nays: None

It was moved by Kenkel, seconded by Parkhurst, that The Agency, Harlan, IA, be the broker for bonding for Shelby County for 2021. Motion carried unanimously.

It was moved by Kenkel, seconded by Parkhurst, that the following appointments be approved. Motion carried unanimously:

Haake

Fourth Judicial District Department of Correctional Services Board of Directors  
Juvenile Emergency Service Committee  
Solid Waste Agency Board  
Workforce Development – Region 6  
Hotel/Motel Tax Committee  
Building & Grounds  
Conservation Board

PARKHURST

E911 Joint Service Board – Non-Voting Member  
Emergency Management Agency Commission  
Harrison/Monona/Shelby Empowerment Area  
Southwest Iowa Policy Council to the Midlands  
Southwest Iowa Transit Authority Commission  
West Central Development Board  
Hungry Canyons Alliance  
Metropolitan Area Planning Association  
Loess Hills Development & Conservation Authority  
Safety/Wellness Committee  
Golden Hills Resources  
Nishnabotna Waterway Coalition.

KENKEL

Citizens Advisory Board for Cherokee MHI  
County's Official Voting Delegate-Southwest Iowa Regional Committee for MH/DD  
Shelby-Harrison-Monona Planning Council & 28E Mental Health Coordinator Board  
Public Health Board  
Environmental Board of Health  
Shelby County Chamber of Commerce and Industry  
I.T. Committee Member

OTHER COMMITTEE MEMBERSHIP

E911 Joint Service Board – Alex Londo, Voting Member  
Hotel/Motel Tax Committee-Fiscal Agent – Shelby County Auditor  
County Board of Local Health – Tina Dotzler term ending 12-31-21  
2021 – SWIPCO – reappoint Todd Valline as County Representative and Terry Arentson as At Large Representative

It was moved by Parkhurst, seconded by Kenkel, to authorize any member of the Board to sign any documents related to farms belonging to the County and documents relating to any farm programs the County will be eligible for in the future. Motion carried unanimously.

It was moved by Kenkel, seconded by Parkhurst, to approve the following resolution:

RESOLUTION 2021-3  
ECONOMIC DEVELOPMENT PUBLIC PURPOSE STATEMENT

BE IT RESOLVED by the Shelby County Board of Supervisors that the funding of Shelby County Chamber of Commerce and Industry and any other economic development project deemed appropriate by the Board as an economic development project as defined in Iowa Code Section 15A.1 and that this expenditure would further a public purpose, that public purpose to be an expansion or retention of jobs in Shelby County. Any business receiving economic development funding from Shelby County will be required to abide by the policies set by Shelby County, including but not limited to, Resolution 2007-32, AYES: Kenkel, Kenkel, Haake NAYES: None

It was moved by Steve Kenkel, seconded by Charles Parkhurst, to approve the following resolution:

RESOLUTION 2021-4  
RESOLUTION AUTHORIZING A PARTNERSHIP WITH  
SOUTHWEST IOWA HOUSING TRUST FUND, INC.

WHEREAS; The Shelby County Board of Supervisors has found a need for homeownership assistance and housing repairs for lower income individuals and families; and,  
WHEREAS; Southwest Iowa Housing Trust Fund, Inc. proposes to provide funding to assist income eligible individuals and families purchase their first-home and repair owner-occupied homes.  
NOW THEREFORE, BE IT RESOLVED BY THE SHELBY COUNTY BOARD OF SUPERVISORS, as follows:  
SECTION 1: The Shelby County Board of Supervisors is interested in participating in the Southwest Iowa Housing Trust Fund, Inc. housing programs.  
SECTION 2: The Shelby County Board of Supervisors will contribute \$1,000.00 per unit assisted in Shelby County lying outside the city limits of Harlan, not to exceed \$5,000.00, in calendar year 2021.  
Adopted this 4th day of January 2021.

AYES: Kenkel, Parkhurst, Haake NAYES: None

Kenkel made a motion to approve and a second was made by Parkhurst to approve the following resolution:

RESOLUTION 2021-6  
SHELBY COUNTY DEPOSITORIES

BE IT RESOLVED, that that Shelby County Board of Supervisors of Shelby County, Iowa, approves the following list of financial institutions to be depositories of Shelby County funds in conformance with all applicable provisions of Iowa Code Chapters 452 and 453 (1983), as amended by 1984 Iowa Acts, S.F. 2220. The Shelby County Treasurer, Sheriff and Recorder are hereby authorized to deposit Shelby County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below:

|                                  |              |              |
|----------------------------------|--------------|--------------|
| Shelby County State Bank         | Harlan, IA   | \$15,000,000 |
| Midstates Bank                   | Harlan, IA   | \$6,000,000  |
| Farmers Trust & Savings Bank     | Earling, IA  | \$6,000,000  |
| Defiance State Bank              | Defiance, IA | \$6,000,000  |
| Bank of the West                 | Harlan, IA   | \$6,000,000  |
| United Bank of Iowa              | Harlan, IA   | \$6,000,000  |
| Town & Country Credit Union      | Harlan, IA   | \$6,000,000  |
| SHERIFF-Shelby County State Bank | Harlan, IA   | \$ 200,000   |
| RECORDER-Midstates Bank          | Harlan, IA   | \$ 100,000   |

Passed this 4th day of January 2021 with the following votes recorded:  
AYES: Kenkel, Parkhurst, Haake NAYES: None

The Board had received the FY2022 Health Insurance rates from the Iowa State Association of Counties. Rates will decrease because Shelby County is a part of a 23-county insurance group last year, which yielded reserves and Shelby County decreased usage enough to decrease insurance rates for fiscal year 2022, as well as the wellness program and usage. The total county rates for health insurance coverage options:

- Plan 10 Family --- \$1,960.00 per month
- Plan 10 Single----\$ 871.00 per month
- Plan 12C (HSA)---\$1,641.00 per month
- Plan 12C (HSA)---\$ 730.00 per month.

Eligible for Family, opt out of health insurance benefit---\$490.00 per month.  
Eligible for Family coverage but take single coverage benefit---\$272.25 per month.  
Eligible for single coverage opt out of county health insurance benefit--\$217.75 per month.  
Parkhurst motioned to approve the health insurance costs and benefits. Kenkel seconded the motion.  
Kenkel, Haake and Parkhurst all voted to approve the health insurance rates for fiscal year 2021.

A motion was then made by Kenkel and seconded by Parkhurst to set wage increases for fiscal year 2022, and that noncontract employees will receive a 2% cost of living raise in wages on July 1<sup>st</sup>, 2021. Employees qualifying with a successful evaluation completed by December 13<sup>th</sup> 2021 will be considered for a 1% raise on January 1<sup>st</sup> 2022. Kenkel, Haake and Parkhurst all voted to approve the intended wage increases for fiscal year 2022.

The board then voted after a motion by Parkhurst and a second by Kenkel to set the current fiscal year salary/stipend positions; the positions include: Wellness Coordinator \$1,000.00 with a \$500.00 bonus for getting 100% participation in the program. Safety Coordinator \$3,500.00 with a \$500.00 bonus if the mod actor used to calculate workman’s comp rates falls below a factor of 1. Budget Director \$4,000.00, IT Coordinator \$2,500.00 and GIS coordinator \$2,000.00. All three Supervisors voted in favor of the motion.

It was moved by Kenkel, seconded by Parkhurst, to once again offer a \$100 incentive payment to the employees on the County’s health insurance plan if 100% of employees participate in the 2021 Wellness Programs. Motion carried unanimously.

The five-event annual Roar into Harlan events were then considered after an application was placed with the Auditors office for courthouse grounds use. The events are scheduled to be held on May 20<sup>th</sup>, June 15<sup>th</sup>, July 15<sup>th</sup>, August 19<sup>th</sup> and September 16<sup>th</sup>. A motion was made by Parkhurst followed by a second by Kenkel to approve the application. All three Supervisors voted in favor of the motion.

There being no further business appearing, the Chairman declared the meeting adjourned at 9:49 AM.

ATTEST:

Mark Maxwell

Clerk to the Board of Supervisors

Darin Haake, Chairman