

The Shelby County Board of Supervisors met in a regular 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 Chairperson, Steve Kenkel asked that any conflict of interest be stated concerning any item on the agenda. Supervisor Haake stated that if any courthouse wages were discussed he would abstain from the conversation.

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

It was moved by Parkhurst and seconded by Haake to approve the claims of March 30th, 2022. Motion passed.

It was moved by Haake, seconded by Parkhurst to approve the minutes of March 29th, 2022. Motion carried unanimously.

The Chairman then recessed the meeting and called to order the Public Hearing for the 2022 Budget Amendment. Auditor Maxwell advised that no public comment had been heard in his office. It was then asked if there was any public comment. After hearing that no comments had been made concerning the proposed amendment a motion was made by Haake and a second by Parkhurst to approve the proposed amendment. Kenkel, Parkhurst and Haake all voted in favor of approving the budget amendment for fiscal year 2022 contained in Resolution Number 2022-22 as follows.

RESOLUTION NO. 2022-22 ENTRY RECORD OF THE HEARING AND DETERMINATION OF THE AMENDMENT TO THE COUNTY BUDGET FOR FISCAL YEAR 2022.

BE IT REMEMBERED on this 5th day of April 2022, the Board of Supervisors met in scheduled session for the filing and considering of an amendment to the Shelby County Budget for Fiscal Year 2022. THEREUPON, the Board investigated and found that the notice of the time and place of hearing had, according to law, and as directed by the Board, been published and that the affidavit of publication is on file with the County Auditor. THEREUPON, on said day, the hearing was taken up and considered. There were no written or oral comments. THEREFORE, BE IT RESOLVED, that the Shelby County Budget Service Areas be amended as follows:

AMENDMENT OF CURRENT BUDGET SHELBY COUNTY Fiscal Year July 1, 2021 - June 30, 2022				
Meeting Date/Time: 4/05/2022 09:00 AM		Contact: Mark Maxwell	Phone: (712) 755-3831	
There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.				
REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	6,928,376	0	6,928,376
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Less: Credits to Taxpayers	3	298,800	0	298,800
Net Current Property Tax	4	6,629,576	0	6,629,576
Delinquent Property Tax Revenue	5	200	0	200
Penalties, Interest & Costs on Taxes	6	25,000	0	25,000
Other County Taxes/TIF Tax Revenues	7	736,197	18,000	754,197
Intergovernmental	8	4,407,116	1,200,000	5,607,116
Licenses & Permits	9	24,700	0	24,700
Charges for Service	10	319,507	60,000	379,507
Use of Money & Property	11	212,000	17,000	229,000
Miscellaneous	12	280,339	2,137,270	2,417,609
Subtotal Revenue	13	12,634,635	3,432,270	16,066,905
Other Financing Sources:				
General Long-Term Debt Proceeds	14	0	0	0
Operating Transfers In	15	4,000,857	720,000	4,720,857
Proceeds of Fixed Asset Sales	16	0	0	0
Total Revenues & Other Sources	17	16,635,492	4,152,270	20,787,762
EXPENDITURES & OTHER FINANCING USES				
Operating:				
Public Safety and Legal Services	18	2,862,472	110,000	2,972,472
Physical Health and Social Services	19	623,785	254,000	877,785
Mental Health, ID & DD	20	289,450	0	289,450
County Environment & Education	21	521,122	226,000	747,122
Roads & Transportation	22	6,341,726	0	6,341,726
Government Services to Residents	23	442,355	12,000	454,355
Administration	24	1,631,052	132,000	1,763,052
Nonprogram Current	25	12,000	1,200,000	1,212,000
Debt Service	26	112,000	0	112,000
Capital Projects	27	947,900	1,900,000	2,847,900

Subtotal Expenditures	28	13,783,862	3,834,000	17,617,862
Other Financing Uses:				
Operating Transfers Out	29	4,000,857	720,000	4,720,857
Refunded Debt/Payments to Escrow	30	0	0	0
Total Expenditures & Other Uses	31	17,784,719	4,554,000	22,338,719
Excess of Revenues & Other Sources over (under) Expenditures & Other Uses	32	-1,149,227	-401,730	-1,550,957
Beginning Fund Balance - July 1, 2021	33	3,997,043	0	3,997,043
Increase (Decrease) in Reserves (GAAP Budgeting)	34	0	0	0
Fund Balance - Nonspendable	35	0	0	0
Fund Balance - Restricted	36	0	0	0
Fund Balance - Committed	37	0	0	0
Fund Balance - Assigned	38	0	0	0
Fund Balance - Unassigned	39	2,847,816	-401,730	2,446,086
Total Ending Fund Balance - June 30, 2022	40	2,847,816	-401,730	2,446,086
Explanation of Changes: Revenue from bond proceeds and ARPA proceeds and expenditures.				

Wages for fiscal year 2023 for non union employees were taken into consideration, the wages were set at 3% increase on July 1<sup>st</sup>, 2022. After consideration by department heads and a successful employee evaluation completion, a raise of up to 2.5% may be awarded by the department head. The benchmark of determining the maximum percentage of increase will be the Consumer Price Index-U Midwest Calculation chart published on November 1<sup>st</sup>. The final percentage of increase up to 2.5% on the actual CPI-U will be used for the merit wage increase. Parkhurst made a motion to accept the increase, Kenkel seconded the motion. A vote was held with Kenkel and Parkhurst voting in favor of the wage rate change. Haake abstained from the action.

Supervisor Parkhurst made a motion to accept the following fiscal year 2023 health insurance benefits for qualified Shelby County employees. They were duly considered by the Board of Supervisors, the Board has determined that County HSA participants will receive \$1,200 per year in County contributions for single coverage, and \$2,400.00 a year for those with HSA family coverage. County employees eligible for family health insurance coverage but elect not to participate in any County health Insurance plan will receive a \$490.00 benefit. County employees eligible for a single County plan will receive a \$217.75 benefit, those eligible for a family county health care plan, but chose to enroll in the single plan a benefit of 272.75 will be paid monthly. These amounts will be reviewed yearly. Shelby County will pay \$34.82 towards any dental Plan offered by Shelby County and \$3.09 towards any vision plan offered by Shelby County. Haake seconded the motion. All three Supervisors voted in favor of the amounts.

Brandon Burmeister, Shelby County Engineer presented Resolution 2022-23 as follows:

**RESOLUTION 2022-23 AWARDING CONTRACT FOR PROJECT NO. FM-C083(83)--55-83IN SHELBY COUNTY, IOWA, AND AUTHORIZING SHELBY COUNTY ENGINEER TO EXECUTE CONTRACT**

**WHEREAS**, the Shelby County construction project identified as Project No. FM-C083(83)--55-83 (hereinafter “Project”) was let by Iowa DOT on March 15, 2022; and, **WHEREAS**, the Shelby County Board of Supervisors has determined that Western Engineering Co., Inc. of Harlan, Iowa is the responsible bidder submitting the lowest responsive bid (hereinafter “Low Bidder”) for Projects; and, **WHEREAS**, the Shelby County Board of Supervisors desires to award the contract for Projects to the above stated Low Bidder; and, **WHEREAS**, construction contracts for projects let through the Iowa DOT must be signed digitally utilizing Doc Express; and, **WHEREAS**, delegating the digital signature process to the Shelby County Engineer will facilitate Projects by reducing the overall turn-around time for execution of the construction contract. **NOW, THEREFORE, BE IT RESOLVED BY THE SHELBY COUNTY BOARD OF SUPERVISORS:**

1. The contract for Project No. FM-C083(83)--55-83 is awarded to Western Engineering Co., Inc. the Low Bidder.
  2. The Shelby County Engineer is authorized to digitally sign the contract documents for Project.
- PASSED AND ADOPTED** this 5th day of April, 2022.

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

Shelby County 5 Year plan amendment restructuring was then discussed. The Supervisors were notified that no bids were allowed to be let for the F-24 project. The project will be let this fall and the project will be moved in the 5 year program to calendar 2023. The other change to the five year plan was a low water crossing will be added to the 2025 plan year. Supervisor Haake made a

motion to accept the amendments as presented. Parkhurst seconded the motion to the five year plan. All three Supervisors voted in favor of the amendment.

The Shelby County Entrance policy which aides the County in entrances off county roads to acreages, farmsteads and fields was then discussed. The new policy was approved with a motion by Parkhurst and a second by Haaake to approve the changes. The motion passed unanimously.

Precinct election official pay rate was then proposed by Mark Maxwell, Shelby County Election Commissioner. It was explained that statewide, securing election workers has become an issue, but in Shelby County there is not a severe shortage. Maxwell stated that the majority of Precinct Election Officials in Shelby County, perform the duties because they want to serve not for the pay. The demographics of the Precinct Election Officials mirrors Shelby County. The average age is rising. To keep the pool of those needed from both parties available for choosing to serve as election officials, Maxwell recommended a \$12.00 election wage for Chairpersons and Co-Chairpersons and a \$10.00 an hour election wage for other Precinct Officials. This would be a \$1.00 an hour raise for all Precinct Officials. Using the upcoming Primary as an example Maxwell said there would be around 40 hired and trained. With total in most cases of averaging 17 hours this would be an added expense to the Shelby County of about \$680.00 each Primary ,General, and City/School Election. Haaake made a motion to allow the new pay scale, Parkhurst seconded the motion. The motion passed unanimously.

The meeting was then recessed while awaiting the arrival of the County Human Resources Attorney. The meeting was reconvened at 9:55 AM. Outdated wording, verbiage and policies were discussed. A draft of the new handbook will be put together for legal counsel and the Supervisors to amend, proof or approve.

The meeting adjourned at 11:49 AM.

These minutes are yet to be approved at the next Board meeting.

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Steve Kenkel, Chairperson

ATTEST:

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Mark Maxwell