

The Cedar County Board of Supervisors met in regular session at 8:30 a.m., January 3, 2017 with the following members present: Agne, Bell, Gaul, Kaufmann and Smith. Members of the public were present.

The Board viewed correspondence from various agencies.

The Board acknowledged receipt of the following:

Position Description of an Information Privacy Officer.

Manure Management Annual Update submitted by Jeff Samuelson for a site in Center Township.

The Board noted correspondence from Recorder Helmold regarding the notice of voluntary resignation of Jody Lovell, Clerk effective January 13, 2017.

Moved by Kaufmann seconded by Gaul to approve the agenda.

Ayes: Smith, Agne, Gaul, Kaufmann

Nay: Bell

Discussion was held regarding reorganization of the Board for 2017. Sup. Bell stated he feels the Chair position needs to be “passed around for shared leadership.” Auditor Gritton held a secret ballot for the position of Chairperson and Chairperson Pro Tem. By the results of the balloting, Auditor Gritton determined Sup. Smith is the Chairperson for 2017. Sup. Bell is the Chairperson Pro Tem for 2017.

Moved by Agne seconded by Kaufmann to approve the Board Minutes of December 27, 2016.

Ayes: Kaufmann, Gaul, Agne, Smith

Nay: Bell

Sup. Bell stated there are a lot of mistakes in the previous minutes. Sup. Bell thought the minutes reflected a lot of things that didn't happen at the meeting he attended. Sup. Kaufmann suggested the minutes be reviewed and then amended if needed.

Sup. Agne reviewed the 2017 Heartland training sessions schedule. Training sessions will be mandatory for department heads to attend. Auditor Gritton will email the training schedule to department heads.

Moved by Gaul seconded by Kaufmann to approve Claim Disbursements #408740 - #408840.

Ayes: Gaul, Bell, Kaufmann, Agne, Smith

Discussion was held regarding Board Committee designations for 2017.

Moved by Kaufmann seconded by Bell to approve the following Board Committee appointments for 2017:

Board of Health	- Gaul, Agne
Co. Decategorization Policy Board	-Gaul, Kaufmann
Community Action of Eastern Iowa	-Kaufmann, Bell
County Shop	-Smith, Agne
Consortium	-Agne, Smith
Crimestoppers	-Bell, Agne
CCEDCO (2 votes)	-Bell, Kaufmann
Drainage District	-Kaufmann, Bell
Emergency Management	-Bell, Agne
E911 Service Board	-Bell, Agne
Eastern Iowa Rural Utility Services	-Gaul, Kaufmann
ECIA Board	-Gaul, Kaufmann
Evaluation Committee	-Smith, Kaufmann
Fair Board	-Gaul, Agne
Highway 30 Coalition	-Kaufmann, Smith
Heartland Insurance Risk Pool	-Agne, Kaufmann
ISTEA/ECICOG	-Gaul, Bell

Law Enforcement Center	-Smith, Bell
CEO/Workforce Development	-Bell, Smith
MEIMHC Board	-Agne, Gaul
MH Institute Adv.	-Agne, Kaufmann
MH Advisory Board for the County Management Plan	-Agne, Bell
MH/DS Regions Governing Board	-Smith, Agne
R.E.A.P. Comm.	-Smith, Kaufmann
R.C. & D.	-Bell, Smith
River Bend Transit	-Smith, Agne
Safety	-Smith, Kaufmann
Seventh Judicial	-Smith, Agne
Solid Waste Disposal	-Kaufmann, Bell
Systems Unlimited	-Bell, Gaul
Wilton Development Corp.	-Agne, Kaufmann

Ayes: Agne, Kaufmann, Bell, Gaul, Smith

Moved by Agne seconded by Bell to name the following as the official designated newspapers for Cedar County for 2017:

1. The Tipton Conservative
2. The Sun News
3. West Branch Times

Ayes: Smith, Kaufmann, Agne, Bell, Gaul

Discussion was held on Boards and Commission appointments for 2017. The following appointees had terms expiring 12/31/16 and agreed to be reappointed:

Board of Health – Dr. Alan Beyer

Board of Review – Sue Hall

Conservation Board – Craig Jackson

Planning and Zoning- Joel Brown, Jody Yutesler, Carl Kohrt

Pioneer Cemetery Commission – Jeff Kaufmann, Sandy Harmel, Mike Boyle

Moved by Bell seconded by Agne to approve the following appointments for 2017:

2017 BOARDS & COMMISSIONS

AIRPORT ZONING BOARD 6YR

Rick Sawyer

James Rohlf

MAGISTRATES' COMMISSION 6YR

Wayne Brown (Supervisors' Appt.)

Keith Whitlatch (Supervisors' Appt.)

Phyllis Lenschow (Supervisors' Appt.)

Alan Bohanan (Bar Association Appt.)

Lee Beine (Bar Association Appt.)

BOARD OF HEALTH 3YR

Dr. Alan Beyer

Dr. Clayton Schuett

Brad Gaul

Jeanne Hein

Lin Hannes

BOARD OF REVIEW --- ASSESSOR

Ken Paper-Durant

John Dornfeld-Tipton

Sue Hall-Tipton

Gail Kettenbrink, Secretary

VETERAN AFFAIRS 3YR

Virgil Kruckenberg

Gregery Bell
Robin Housley
Marlin Hillyer
Michael Male
Patty Hamann, Sec.

CIVIL SERVICE COMMISSION 6YR

Lee Beine (County Attorney Appt.)
Julianne Jensen (Supervisors' Appt.)
William Bails (Supervisors' Appt.)

CONSERVATION BOARD 5YR

Leon Steinhagen
Dick Maske
Teresa Wendt
Jean Driscoll
Craig Jackson
Mike Dauber, Executive Director

ZONING BOARD OF ADJUSTMENT 5YR

Laura Twing
Chuck Hoy
Bill Lenker
Claudia Beyer
Tammi Goerd

PLANNING & ZONING COMMISSION 3YR

Joel Brown
Dave Schuett
Douglas Klein
Jody Yutesler
John Dornfeld
Julie Schroeder
Carl Kohrt

COMPENSATION BOARD 4YR

Sterling Benz (County Attorney's Rep.)
Roxanne VanDenBerghe (Auditor's Rep.)
Kim Kreinbring (Supervisors' Rep.)
Robert Steen (Sheriff's Rep.)
Greg Wagner (Supervisors' Rep.)
Paula Shelton Werling (Recorder's Rep.)
James Reeve (Treasurer's Rep.)

MEDICAL EXAMINER TEAM 1YR

Joshua Pruitt, MD-Chief Medical Examiner
Connie Knutsen, MEI-Dir. ME Investigations
Michael Dauber, MEI-ME Investigator
Henry Bentley, MEI-ME Investigator

EASTERN IOWA REGIONAL HOUSING AUTHORITY 2YR

Ken Muller
Laura Twing

EASTERN IOWA REGIONAL UTILITY SERVICE SYSTEMS 3YR

Brad Gaul

MENTAL HEALTH ADVISORY BOARD

Joyce Hamiel Dennis Byrnes Don Griffith
Shari Hebl Pat Ciha Peggy Driscoll
Sue Hall Steve Agne Jon Bell
Bill Driscoll Chris Shotwell

DECATEGORIZATION SERVICE

AREA ADVISORY BOARD

Brad Gaul

Scott Hobart

PIONEER CEMETERY COMMISSION 3YR

Jacie Thomsen

Daisy Wingert

Karis Horstmann

Wayne Nebergall

Bill Muhs

Lori Ostrich

Jeff Kaufmann

Sandy Harmel

Mike Boyle

"COMMISSION TO ASSESS DAMAGES"

(EMINENT DOMAIN COMMISSION)

Owners of Town Property:

Phyllis Sondergard-West Branch

Greg Wagner-Stanwood

Gene Schroeder-Bennett

Brett Eggert-Tipton

Karen Dennis-Clarence

David Furry-Mechanicsville

Wayne Ralfs-Bennett

Bankers, etc.:

Bob Steen-Mechanicsville

Dave Sweeny-Tipton

Jeff Carnes-Durant

Steve Pruess-Clarence

Ann Canfield-Mechanicsville

Lynne Pinegar-Tipton

Renae Edler-Clarence

Farmers: (Owners & Operators)

Ernest Hora-Wilton

John Schott-Tipton

Dennis Hulse-Clarence

Roscoe Millett-West Branch

Leroy Jackson-Mechanicsville

Roger Wiese-Bennett

Bev Brown-West Branch

Real Estate:

Duane Lasack-Lowden

Merlin Conrad-Lowden

Melvin Wiebel-Lowden

Emile Blindt-West Branch

Ken Paper-Durant

Jeffrey A. Graves-Durant

Jeff Wallick-Tipton

Ayes: Kaufmann, Bell, Gaul, Agne, Smith

Moved by Bell seconded by Gaul to approve the following rate structure for 2017 for Medical Examiner services in Cedar County:

On scene base fee: \$75.00 per hour (plus mileage per Cedar County allowance.)

Investigative casework (post-scene time): \$40.00/hour

Director fees: \$20.00/hour (Hours consumed maintaining the inner workings of the Cedar County Medical Examiner's Office.)

Ayes: Gaul, Bell, Kaufmann, Agne, Smith

Moved by Bell seconded by Agne to approve the 2017 representative appointments as follows:
Seventh Judicial District Board- Smith, Agne
River Bend Transit Board – Smith, Agne
Solid Waste Executive Board – Kaufmann, Bell
Heartland Insurance Board of Trustees – Agne, Kaufmann
Highway 30 Coalition- Kaufmann, Smith
MH/DS Regions Governing Board- Smith, Agne
Ayes: Smith, Agne, Bell, Gaul, Kaufmann

Moved by Bell seconded by Kaufmann to destroy the following documents: Iowa Department of Transportation Farm-To-Market Road Fund Quarterly statements for the period of 1/1/11 thru 12/31/11.
Ayes: Gaul, Agne, Smith, Kaufmann, Bell

Moved by Bell seconded by Kaufmann to appoint Michel Foulks as the Cedar County Weed Commissioner for 2017 and to approve and authorize Chairperson to sign the 2017 County Weed Commissioner Certification Form.
Ayes: Bell, Kaufmann, Smith, Agne, Gaul

Moved by Gaul seconded by Bell to adopt the following resolution:

RESOLUTION TO AUTHORIZE THE COUNTY ENGINEER TO CLOSE ANY SECONDARY ROAD FOR THE PURPOSE OF CONSTRUCTION OR ROUTINE MAINTENANCE PROCEDURES DURING 2017

WHEREAS, the Cedar County Board of Supervisors is concerned about tort liability and traffic safety involved during construction and maintenance on the secondary road system, and

WHEREAS, they are further interested in accommodations for the traveling public, adjacent landowners and related users during construction and maintenance operations.

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Cedar County, meeting in lawful session, on this 3rd day of January, 2017 to temporarily close sections of highways in Cedar County's road system when necessary because of construction, maintenance or natural disaster

Ayes: Bell, Kaufmann, Smith, Agne, Gaul

Moved by Bell seconded by Kaufmann to adopt the following resolution:

RESOLUTION 2017

BE IT RESOLVED by the Board of Supervisors of Cedar County, Iowa, that Robert D. Fangmann, the County Engineer of Cedar County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and Federal or State aid construction projects in this county.

Dated at Cedar County, Iowa, this 3rd day of January, 2017.

Ayes: Gaul, Agne, Smith, Kaufmann, Bell

Moved by Bell seconded by Kaufmann to approve the following E.C.I.C.O.G. Region 10 appointments:

Transportation Policy Committee-	<u>Term Expires</u>
Members-Brad Gaul	1-1-19
Rob Fangmann	1-1-18
Alternates-Dawn Smith, Jeff Kaufmann, Steve Agne	1-1-18
Jon Bell	1-1-19

Transportation Trails Advisory Committee-

Members-Mike Dauber	1-1-19
Rob Fangmann	1-1-18
Passenger Transportation Advisory Committee-	
Members-Jon Bell	1-1-19
Julie Tischuk	1-1-18
Transportation Technical Advisory Committee-	
Members-Steve Nash	1-1-18
Rob Fangmann	1-1-20
Alex Anderson	1-1-19
Alternate-Matt Muckler	1-1-19
Ayes: Agne, Kaufmann, Gaul, Bell, Smith	

Discussion was held regarding Board meeting days. Sup. Agne stated one day a week meetings seem to be working the way they are currently. Sup. Bell disagreed and stated he thinks the meetings should be two times a week. Sup. Gaul is ok with the way the meetings are currently.

Moved by Agne seconded by Gaul to hold 2017 Board meetings on Tuesdays.
 Ayes: Gaul, Agne, Kaufmann, Smith
 Nay: Bell

Monthly department head meetings will continue to be held on the first Tuesday of the month at 9:00 a.m. Chairperson Smith will hold weekly office hours on Thursdays starting at 8:30 a.m.

Discussion was held regarding FY17/18 Budget preparations. Cost of Living Adjustment (C.O.L.A.) figures based off of the Consumer Price Index will be released on January 18th. Auditor Gritton has received a couple inquiries from department heads on how to proceed for budget preparations she advised to leave salary figures blank until the C.O.L.A. figures are released.

Discussion was held regarding Courthouse office storage space. Sup. Kaufmann and Sup. Agne agreed to evaluate the Courthouse office storage space and make suggestions on how to effectively utilize storage areas. A meeting will be scheduled with department heads and those that utilize the storage space for their input. Long term goals regarding what to do with the storage space will need to be presented during a Space Study. Emergency Management Director Malott proposed the Board consider moving the E.M.A. office upstairs into the storage space. Auditor Gritton reminded the Board certain documents (voter abstracts, payroll, personal files) cannot be scanned and need to be retained forever. Sup. Kaufmann stated he does not anticipate emptying the room just reorganizing it efficiently. Sup. Bell suggested the storage area located in the janitor's office be reviewed also. Discussion was held.

Discussion was held regarding the notice of voluntary resignation form submitted by Jody Lovell. Sup. Bell commented the notice of voluntary resignation is not a valid form. Lovell technically is not terminating employment with the County only transferring into another department. Auditor Gritton will draft a notice of transfer form and submit it to the Board for their review.

Chairperson Smith presented a 15 years of service certificate to Recorder Helmold.

At 9:00 a.m. the Board held their monthly department head meeting. Those in attendance were: Auditor Gritton, Emergency Management Director Malott, Sheriff Wethington, Public Health Director Caes, County Attorney Renander, Engineer Fangmann, Recorder Helmold, Assessor Marx, and Veteran Affairs Administrator Hamann. Sup. Kaufmann informed those present the office space committee will be reviewing the courthouse storage areas. Discussion was held. Chairperson Smith suggested department heads submit a capital improvement plan detailing projects they anticipate in the next 12 months, 3 years and 6 years. Chairperson Smith suggested Engineer Fangmann readdress the Secondary Roads Facility plans. Larry Hodgden questioned drone registration requirements.

The Board reported on Outreach/Committee Meetings they attended. Sup. Gaul attended a Decat. meeting held on Wednesday, December 28th. Discussion was held on the following

topics: State of Iowa budget shortfalls, upcoming presentations, youth programs, and the resignation of the Director.

Auditor Gritton presented the Notice of Transfer form to the Board. The Board reviewed the form.

Moved by Bell seconded by Gaul to approve the Notice of Transfer form.
Ayes: Smith, Agne, Kaufmann, Bell, Gaul

At 9:20 a.m. the Board recessed until 9:30 a.m.

Laurie Worden, Jon Wieh, and Tris Langdon representatives from Workplace Learning Center met with the Board for FY17/18 funding review. The current funding to Workplace Learning Center is \$925.00 through the funding given to the Cedar County Economic Development Commission. Worden reported a 63% increase in job shadow participation and a 36% increase in internships within Cedar County. Discussion was held. The Workplace Learning Connection requests funding of \$.05 per capita based off of the 2015 census for a total amount of \$917.00. Discussion was held. Wieh invited the Board to tour the Kirkwood Regional Center in Coralville, IA.

Sandy Harmel and Mike Boyle representing the Pioneer Cemetery Commission met with the Board for FY17/18 funding review. Harmel reported the following Cemetery improvements for 2016:

Wentzel-Achey Cemetery- brush/trees removed, repaired and leveled 9 stones. It received maintenance status, and will now be mowed 3 times per year.

County Home Cemetery- brush/trees removed, new fencing. A memorial stone will be erected. It received maintenance status and will now be mowed 3 times per year.

Centerville Cemetery- stones repaired and leveled.

Sand Hill Cemetery- 1/3 of the stones have been repaired and placed on the original sites, brush/trees removed. Center Township has contributed funds to help maintain this Cemetery
Hanna Cemetery –has private Board that the Pioneer Cemetery Commission and Center Township will be joining funding efforts to start a stone restoration project.

Discussion was held. Harmel distributed and reviewed the Pioneer Cemetery Commission FY17/18 budget and a listing of Cedar County Cemeteries categories. Boyle reviewed the Sand Hill private donation allocation of \$725. Center Township contributed \$8,600 towards Center Township Cemeteries. The Pioneer Cemetery Commission requests continued funding of \$15,000. Discussion was held on the Veterans Graves Grant program. Harmel provided updated contact information.

Kristie Doser, Domestic Violence Intervention Program(D.V.I.P.) met with the Board for a FY17/18 funding request. Sheriff Wethington and Chief Deputy Knoche were in attendance. Doser reported 22 cases of Domestic Violence have occurred within Cedar County since July. This is a 30% -40% increase in support services for Cedar County. Access to transportation is a main issue for Cedar County victims. The Domestic Intervention Program is requesting funding in the amount of \$1,000 to support transportation services. D.V.I.P. serves 8 counties which include: Cedar, Johnson, Washington, Des Moines, Lee, Van Buren, Iowa and Henry. Discussion was held regarding strangulation legislation. Chairperson Smith questioned if funding could be allocated for D.V.I.P. through the Sheriff's department budget.

Senator Bob Dvorsky and Representative Bobby Kaufmann met with the Board to give legislative updates. Department heads in attendance were: Sheriff Wethington and Chief Deputy Knoche, Case Management Director Tischuk, Public Health Director Caes, Emergency Management Director Malott, Engineer Fangmann, Assessor Marx, and Recorder Helmold. Others in attendance were: Human Resources Consultant Greufe, Volunteer Services representative Linda Hansen and Larry Hodgden. Representative Kaufmann and Senator Dvorsky reviewed their committee appointments and upcoming session topics which included: E.M.S/ first responder funding, water quality, education, mental health, and M.C.O.'s. Chairperson Smith questioned the oversight of Department of Administrative Services (DAS), mental health levy rate caps, and the Certificate of Need Board. Discussion was held regarding State budget shortfalls. Sup. Bell commented on the judicial branch budget cuts regarding judicial travel restrictions, mental health levy rates, and consolidation of counties. Representative Kaufmann and Senator Dvorsky will be emailed a copy of the letters to/from the Chief Judge.

Others in attendance were given an opportunity to ask questions. Some areas of discussion were, but not limited to: local minimum wage increases, bike safety, M.C.O. reimbursement procedures, HealthNet disruptions, P.S.A.P. consolidation, mental health bed space, texting while driving, Alert Iowa, river gage funding, and Federal Aid funding requirements for IDOT projects.

At 11:30 a.m. Sup. Kaufmann left the Board meeting.

At 11:35 a.m. the Board recessed until 11:40 a.m.

Recorder Helmold met with the Board to request hiring a full time Clerks position. The consensus of the Board is to allow the Recorder to advertise for a full time clerk position. The job posting for the Clerks position will be posted immediately.

Human Resources Consultant Greufe met with the Board to discuss Union Negotiation strategy. Greufe requested to go into closed session pursuant to Iowa Code 20.17 (3).

Moved by Bell seconded by Gaul to go into closed session as allowed under Section 20.17(3), Code of Iowa. (Exempt from recording)
Ayes: Bell, Gaul, Agne, Smith
Absent: Kaufmann

Moved by Bell seconded by Agne to return to regular session at 12:30 p.m.
Ayes: Smith, Bell, Gaul, Agne
Absent: Kaufmann

Moved by Agne seconded by Bell to convene as the Stanwood Drainage District Board at 12:30 p.m.
Ayes: Smith, Agne, Gaul, Bell
Absent: Kaufmann

Moved by Agne seconded by Bell to return to regular session at 12:40 p.m.
Ayes: Bell, Gaul, Agne, Smith
Absent: Kaufmann

Moved by Agne seconded by Gaul to adjourn at 12:40 p.m., to January 10, 2017.
Ayes: Smith, Agne, Gaul, Bell
Absent: Kaufmann

Cari Gritton, Auditor

Dawn Smith, Chairperson