

The Cedar County Board of Supervisors met in regular session at 8:30 a.m. February 14, 2017 with the following members present: Agne, Bell, Gaul, Kaufmann, and Chairperson Smith. Members of the public were also present.

The Board viewed correspondence from various agencies.

The Board acknowledged receipt of the following:

Letter from Sterling Benz resigning from the Compensation Board.

List of property owners under tax suspension from the Cedar County Treasurer.

Manure Management Annual Updates submitted by Randy Pedersen, Valley View Farms for a site in NW of Section 6 Iowa Township.

Update from the Capitol – Issue #3

It was noted the following Handwritten Disbursement was issued on 02/10/17 to the Cedar County Treasurer for Benefits, Inc. for an electronic deposit: #409362 for \$177.02-flex claims.

Moved by Sup. Kaufmann seconded by Sup. Agne to approve the agenda.

Ayes: All

Chairperson Smith addressed the public for comments: There were none.

Moved by Sup. Gaul seconded by Sup. Bell to approve the Board Minutes of February 7, 2017.

Ayes: All

Moved by Sup. Agne seconded by Sup. Bell to approve Claim Disbursements #409163 - #409361 for date ending 02/09/2017.

Ayes: All

Moved by Sup. Bell seconded by Sup. Kaufmann to accept the Semi-Annual Settlement Report submitted by the County Treasurer.

Ayes: All

The Board reported on Outreach/Committee Meetings they attended.

Sheriff Wethington and Chief Deputy Knoche met with the Board to discuss staffing at the Law Enforcement Center. Currently they are advertising for correctional officers and a Deputy Sheriff with the possibility of a Jail Administrator. The Deputy Sheriff position is advertised until March 10<sup>th</sup> then the Civil Service Testing will be administrated with the vacancy being filled by May or June. Deputy Koranda is acting as the Jail Administrator currently. General discussion was held. After discussing the vacancy of the Jail Administrator position, Chairperson Smith would like Deputy Koranda to visit with the Board. He will be joining the meeting at 11:00 a.m. for discussion only.

Discussion was held regarding the Employment Agreement for a Deputy Sheriff. This agreement entails paying the county back, based on time of employed, if employment is left before a certain allotted time. Due to the cost of training, approximately \$8,000 to \$8,500 at the Law Enforcement Academy it was the consensus of the Board to support this agreement. Sup. Bell mentioned that the Board's budget pays for the Civil Service expense, therefore to let them know of the expenses because it will need to be included in a budget amendment.

Moved by Sup. Bell seconded by Sup. Kaufmann to approve the Employment Agreement for the Deputy Sheriff position.

Ayes: All

Discussion was held on the amendment of the Resolution for the County Sheriff to reflect the changes that were previously approved by the Board to increase from ten to twelve Deputy Sheriff's. Due to the indecisiveness of the Sheriff filling the vacancies at the LEC the Board decided to wait until decisions are made by the Sheriff to approve the amended resolutions.

The Board called Pat Daniels, Elert & Associates to discuss the Telephone RFP recommendation. Topics covered was the cost difference from leasing (\$131,221) vs. purchasing system (\$96,352) cost savings of \$34,869 to purchase and annual support agreement, cost of \$5,451 starting the second year. Mr. Daniels stated the annual cost should stay the same for the first five years. That amount includes all software updates, although if they need to visit the site there will be a cost for labor. General discussion was held regarding downtime to implement the new phone system, which will be very minimal and the phones have a ten year life span. Also, noted was the cost savings if we replace the existing centrex telephone lines with two new Primary Rate Interface (PRI) circuits provided by Windstream. The estimated cost for this is a couple thousand dollars, although the annual savings is \$26,400. The call was concluded. More discussion was held.

Moved by Sup. Bell seconded by Sup. Gaul to purchase the Mitel telephone system with Marco in the amount of \$96,352.

Ayes: All.

Discussion was held regarding approval of travel expense for Chairperson Smith to attend the NACO conference from June 4<sup>th</sup> to June 8<sup>th</sup>, 2017. Chairperson Smith informed the Board airfare rates are approximately \$498.00 without tax. General discussion was held regarding the benefits of attending this conference which NACO pays \$1,800 towards the attendance of the conference. The conference would provide leadership training and Cedar County would have a voice. It was noted it is not necessary to be a member of NACO. Although, Chairperson Smith will find out what benefits there are to belonging to NACO and inform the Board. Chairperson Smith will be responsible for the meal expense.

Moved by Sup. Kaufmann seconded by Sup. Gaul to approve up to \$500.00 for airfare and to continue researching the airfare rates.

Ayes: Kaufmann, Gaul, Agne

Nay: Bell

Sup. Kaufmann reviewed 2017 Veterans Grave projects. Seven applications were received. The Pioneer Commission is requesting funding of \$4,600.00 for the following cemeteries: Red Oak-\$915.00, Fairview-\$460.00, Hanna-\$550.00, Inland-\$1,000.00, Tipton Masonic-\$525.00 and Woodbridge- \$1,150.00.

Moved by Sup. Bell seconded by Sup. Agne to approve funding of \$4,600 to the Pioneer Cemetery Commission for Veterans Grave Projects.

Ayes: All

Discussion was held on renting out the parcel of land south of the Secondary Road shop in Tipton.

Moved by Sup. Kaufmann seconded by Sup. Gaul to rent out the parcel of land located south of South Street in Tipton.

Ayes: All

General discussion was held on the fund balances for the County Budget FY17/18 and setting the public hearing date and time.

Moved by Sup. Bell seconded by Sup. Kaufmann to set the public hearing for the FY17/18 County Budget for 9:00 a.m. on March 7, 2017.

Ayes: All

At 10:00 a.m., the Board of Supervisors, convened as a Canvass Board to canvass votes cast in the West Branch School Special Election and Tipton School Special Election held on February 7, 2017. Thereupon results from the precincts were opened and examined with the results duly entered in the Official Canvass Book and attested to by the Board and the Cedar County Auditor. The results were as follows:

West Branch School	Public Measure A
For the question, there were:	six hundred seventy-eight (678) votes
Against the question, there were:	five hundred thirty-four (534) votes

Public Measure A did not pass.

West Branch School

For the question, there were:

Against the question, there were:

Public Measure B did not pass.

Public Measure B

six hundred sixty-one (661) votes

five hundred fifty-one (551) votes

Tipton School

For the question, there were:

Against the question, there were:

Public Measure C did pass.

Public Measure C

six hundred twelve (612) votes

one hundred ninety-one (191) votes

Sup. Bell mentioned he would like to see money budgeted for an equipment purchase for the Weed Commissioner out of the Rural Services Fund. The Engineer is researching information and will visit with the Board when he has the details.

Paul Greufe met with the Board to update them on the union contract. Matthew Fischer and Rob Pitcher, IBEW representatives were present. The Union Contract will be for three years and has all the same benefits as current employees. Same insurance, leave benefits and wage increases per the Compensated Study. The union dues will be deducted from the Deputies paychecks and a check will be mailed to the IBEW Local 204 Union.

Moved by Sup. Kaufmann seconded by Sup. Agne to accept the Union Contract for the Deputies as presented by Paul Greufe.

Ayes: All

Moved by Sup. Bell seconded by Sup. Gaul to accept the Letter of Understanding regarding the Chief Deputy.

The Board requested information from Paul Greufe regarding the General Assistance Program being transferred to Case Management from the Veteran Affairs Director regarding compensation. Discussion was held on several topics regarding the additional duties and how that would affect salaries. It was the consensus of the Board to leave the budgeted dollars for General Assistance in that department and pay employees out of that expense line item for work completed. An email will be sent to CPC Director Tischuk and Veteran Affairs Administrator Hamann to revise the job descriptions to be accurate in the new duties assigned. The job descriptions will be evaluated at the fall meeting of the Classification and Compensated Committee.

Deputy Koranda met with the Board to discuss his current position as acting Jail Administrator. Sheriff Wethington, Chief Deputy Knoche and Paul Greufe were present. Several topics were discussed from the responsibility of the Jail Administrator, classification and compensation of this position and the needs of the jail for long term. After much discussion no decision was made and the Board asked Paul Greufe to research and propose solutions for this situation.

Moved by Sup. Agne seconded by Sup. Bell to approve the following policy:

**2017 MAINTENANCE POLICY FOR APPLICATION OF DUST CONTROL**

**STATEMENT OF POLICY**

It shall be the policy of Cedar County to permit the application of dust palliative agents for the control of fugitive dust on county rock roads, all pursuant to the provisions of Chapter 318 of the Code of Iowa (Obstructions in Highways).

**IMPLEMENTATION OF POLICY**

Persons desiring to apply dust control agents to their roads must first obtain a permit from the Cedar County Engineer's Office. Dust control application may not begin prior to May 13th unless unusual spring conditions warrant earlier applications. All applicators must notify the county 5 working days before applying the second treatment of dust control. Deadline dates for permits are as follows:

Permit Deadline for Residents	Applicator's List To Cedar County	Apply Dust Control Start Date	Apply Dust Control End Date
April 28	May 5	May 13	May 19
May 26	June 2	June 10	June 16

Permit applicants who apply after the listed deadline dates may not have palliative placed until the following application date. This schedule is designed to allow secondary road crews adequate time between applications to prepare the roadbed by adding rock and blading the road to proper crown and grade if necessary. Residents having the second application of palliative

should be aware that the area will be bladed if deemed necessary by the patrol operator. **DUST CONTROL APPLICATORS ARE TO NOTIFY THE ENGINEER'S OFFICE 5 WORKING DAYS PRIOR TO THE SECOND TREATMENT OF DUST CONTROL.**

Following application of palliative, grader operators will be instructed to avoid blading the roads until October 15th, unless potholes over 1" in depth develop. Early blading of the road should not be necessary if the residents fill any depressions in their dust control area with loose rock from the side of the road. If a dust control section should become rough, the county may do corrective blading to repair the rough areas without compensation to the resident for damage to the treated surface. If the road has deteriorated to emergency conditions in the judgment of the patrol operator, it may be bladed. After October 15, the county reserves the right to scarify any treated portions of the road and maintain them as rock roads.

Cedar County will not be liable for blading through un-permitted or unmarked dust control sites. Residents should flag their treated areas at the beginning and end of the treated road segment. Residents will be responsible for maintaining the flags marking their treated areas. Flags will be provided at the County Engineer's Office and replacements for lost or damaged flags may be picked up there.

#### APPROVED MATERIALS

The following materials are approved for use as dust control palliative: 1. Calcium Chloride 2. Lignun Sulfonate (Tree Sap) 3. Asphalt Cement or Asphalt Emulsion 4. Magnesium Chloride 5. Glycerine. Soybean oil also known as "Black Oil" shall not be permitted. A list of certified applicators may be obtained at the Cedar County Engineer's Office. Applicators of dust control palliative must provide material certification to the County Engineer's Office for application on county roads. **WASTE OIL IS NOT PERMITTED AS A DUST CONTROL PALLIATIVE!** The Iowa Department of Natural Resources will be contacted if use of waste oil is discovered. When using asphalt cement or emulsion, the road surface must be immediately blotted following application with sand or dirty chips. Prior to application of an asphalt product, the applicator shall provide and place a "fresh oil" sign (W21-2) at the intersection nearest the beginning of the treated area (both directions). These signs shall remain in place until oil is no longer being picked up by vehicle tires. Federal regulations prohibit the use of bituminous materials mixed with petroleum distillates such as gasoline, kerosene, naphtha, etc. Federal regulations also prohibit the use of waste oils containing any detectable concentration of PCBs or Dioxin. These regulations assume all waste oils contain PCBs and users of waste oils are required to show otherwise by presenting certified laboratory analysis.

Application of dust control palliative shall not be made between sunset and sunrise. Applications are to be a minimum of 400' long and 20' wide.

Ayes: All

Engineer Fangmann presented and reviewed a Utility Permit from Iowa Power and Light.

Moved by Sup. Bell seconded by Sup. Kaufmann to approve and authorize Chairperson Smith to sign a Utility Permit Application from Iowa Power and Light for a project near 105 Kralburg Blvd, Lisbon.

Ayes: All

Engineer Fangmann presented and reviewed a Utility Permit from Windstream Iowa Communications.

Moved by Sup. Gaul seconded by Sup. Kaufmann to approve and authorize Chairperson Smith to sign a Utility Permit Application from Windstream Iowa Communications for a project near 300<sup>th</sup> Street east of Hwy 38.

Ayes: All

Engineer Fangmann updated the Board on the road conditions and discussion was held on appraisal waiver method vs. hiring an appraisal for ROW property purchased.

Chairperson Smith informed the Board of a conversation she had with EMA Director Malott regarding the CBG for the flooded buyout properties. He stated there are certain specifications for applying for the grant. Discussion was held. It was the consensus of the Board to have EMA Director Malott proceed with the project. Chairperson Smith requested Auditor Gritton to email Mark Schneider, ECIA and notify them the County is not needing their services regarding this project.

Moved by Sup. Agne seconded by Sup. Bell to approve a work order request for work being completed in the County Recorder's Office.

Engineer Fangmann met with the Board to discuss equipment options to purchase for the Weed Commissioner. Option 1 - purchasing a skid loader with a fecon type head in the amount of \$130,000, option 2 - purchasing a boom mower and tractor in the amount of \$120,000 or option 3 - purchasing the fecon type mower attachment and safety enhancements for their current skid loader in the amount of \$30,000. Engineer Fangmann informed the Board that his staff is currently working on an Intergrated Roadside Management Grant to assist in the purchase of the equipment. Sup. Bell mentioned allocating \$48,000 from the Rural Services Fund for the match money needed for the grant. The application must be submitted by June. Chairperson Smith mentioned in a previous meeting she was informed about REAP grants. Conservation Director Dauber joined the conversation regarding using REAP funds for equipment that can be used for

the trails and discussion on REAP grants. The Board agreed to allocate \$48,000 from the Rural Services Fund. This will be reflected in the FY17/18 County Budget.

Moved by Sup. Gaul seconded by Sup. Agne to convene as the Stanwood Drainage District Board.

Ayes: All

Moved by Sup. Bell seconded by Sup. Kaufmann to return to regular session.

Ayes: All

Moved by Sup. Kaufmann seconded by Sup. Bell to adjourn at 12:02 p.m., to February 21, 2017.

Ayes: All

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Cari Gritton, Auditor

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Dawn Smith, Chairperson