

Supervisors Room, Courthouse
Pocahontas, Iowa
August 15, 2017

The Board of Supervisors of Pocahontas County, Iowa, met in regular session pursuant to adjournment.

Members present: Chairman, Jeffrey Ives; Supervisors, Clarence Siepker, Louis Stauter, Ed Dewey, JoAnn Peters; and Auditor Kelly Jepsen.

The minutes of August 8, 2017 were approved as presented on motion by Stauter, seconded by Dewey. Ayes all, motion carried.

It was moved by Siepker, seconded by Peters, to approve the agenda as published. Ayes all, motion carried.

At 10:04 a.m., a teleconference was held with Palo Alto County Board of Supervisors. Members present in Palo Alto County: Supervisors, Keith Wirtz, Ron Graettinger, Roger Faulstick, Craig Merrill, Linus Solberg; and Auditor, Carmen Moser. Members present in Pocahontas County: Supervisors, Jeffrey Ives, Clarence Siepker, Louis Stauter, JoAnn Peters and Ed Dewey; Auditor, Kelly Jepsen; and Chris Vrba as member of the press.

It was moved by Stauter, seconded by Wirtz, to appoint Jeff Ives as Chairman and Kelly Jepsen as Secretary. Ayes all, motion carried.

It was moved by Peters, seconded by Graettinger, to set the completion hearing for 2014 FEMA repairs on Jt. DD 63 for October 3, 2017 at 1:30 p.m. at the Election Center in Emmetsburg. Ayes all, motion carried.

It was moved by Wirtz, seconded by Stauter, to adjourn. Ayes all, motion carried.

It was moved by Dewey, seconded by Siepker, to acknowledge the separation of Joe Zeman and County Conservation on August 3, 2017. Ayes all, motion carried.

It was moved by Peters, seconded by Dewey, to approve the Recorder's July Report of Fees Collected. Ayes all, motion carried.

It was moved by Stauter, seconded by Dewey, to approve payment to Bolton & Menk for professional services on Jt. DD 18-42, in the amount of \$14,268.00. Ayes all, motion carried.

It was moved by Peters, seconded by Siepker, to approve payment to Bolton & Menk for construction services on Jt. DD 43-72, the amount of \$1,379.00. Ayes all, motion carried.

Brian Larsen, County Sheriff, requested the Board consider the purchase of a new vehicle for the Sheriff's office. The new Deputy, Chris Toner, would drive Larsen's old truck and Larsen would take the new vehicle. It was moved by Stauter, seconded by Siepker, to approve the purchase of a 2018 Ford F-150 Crew Cab from Pocahontas Ford for \$38,800.00. Ayes all, motion carried.

It was moved by Peters, seconded by Siepker, to adopt the following resolution. The chairman called the question with the following recorded vote: Ayes – Siepker, Peters, Ives, Stauter, Dewey; Nays- none. Whereby the Chairman declared the resolution duly adopted to-wit:

RESOLUTION FOR ROAD VACATION PUBLIC HEARING
Resolution No. 2017-08-17

WHEREAS, The County Engineer has brought a request before the Pocahontas County Board of Supervisors asking that action be taken to vacate and close two sections of Pocahontas County Secondary Road, described as follows:

That portion of 480th Street from southeast end of the diagonal along the bank of Drainage District 60 Main Ditch east of 290th Avenue Hwy. 15), east along the section line between Sections 8 and 17 to 300th Avenue. And

That portion of 480th Street from 300th Avenue, east along the section line between sections 9 and 16 to 310th Avenue.

Both of these roads are located in Garfield Township (T-92N, R-31W). and

NOW, THEREFORE BE IT RESOLVED that a public hearing on the proposed vacation will be held in the Board Room, Pocahontas County Courthouse, Pocahontas, Iowa, 50574, at 11:00 a.m. on Tuesday, September 5, 2017 in accordance with Iowa Code Chapter 306.

WHEREAS, some parcels would be landlocked by the second vacation as described,

THEREFORE, BE IT FURTHER RESOLVED that it be considered at the public hearing the reasons for the vacation and how to maintain access to said parcels, and

BE IT FURTHER RESOLVED that it be considered at the public hearing berm and ditch removal and what state the land should be left in following vacation.

Jack Moellering, County Engineer, informed the Board that Calhoun County closed a bridge near Fonda. He told the Board if there are people interested in reopening the bridge to give him a call or Calhoun County a call.

It was moved by Siepker, seconded by Peters, to acknowledge receipt of Manure Management Plans: (1) Robert Maneman – ID# 59694 located in the SE NW, Section 21, Dover Township with Robert Maneman as owner & contact person; (2) Hog Guys Farms, LLC. – ID# 61834 located in the SW SW, Section 20, Cedar Township with John Esler as owner & contact person. Ayes all, motion carried.

It was moved by Dewey, seconded by Stauter, to approve the following changes in DD 8 South Br. 3 and DD 8 South Br. 3 Relief drainage levy as recommended by Bolton & Menk to resolve an error. Ayes all, motion carried.

DD 8 South Br. 3 Tile (Main) from 168% to 313%
DD 8 South Br. 3 Tile Relief from 309% to 154%

Jepsen will arrange a meeting with Dr. George, County Medical Examiner, and representatives for the Laurens Fire and Rescue Department to discuss proper procedures.

Dewey let everyone know that Russ Jergens, EMA/E911 Director, received a \$15,000 grant from Iowa Department of Homeland Security. The grant will aid the County with cost associated with maintaining 911 data and GIS support.

Jepsen informed the Board that there are four departments, Sheriff, Conservation, Economic Development and Assessors, who still are not turning in timesheets. After discussion, it was moved by Dewey, seconded by Peters, to approve the following change in the Pocahontas County Employee Handbook implemented on July 1, 2015. Before the vote, Lisa Peterson, CSS, questioned how comp time worked for exempt employees. Ives stated that exempt employees do not earn compensation time. Peterson then inquired if exempt employees get flex time. It was explained that exempt employees get paid by the job and non-exempt employees get paid by the hour and if an exempt employee was done with the job, they could leave early but they must be at work for part of the day. Flexing a full day is not allowed. The Chairman called for a vote. Ayes all, motion carried.

3.2 EARNINGS AND HOURS OF WORK: GENERAL PROVISIONS

Recording Work Hours

All nonexempt employees must accurately record their hours worked for each pay period on a form provided by their department head.

Changed to read:

3.2 EARNINGS AND HOURS OF WORK: GENERAL PROVISIONS

Recording Work Hours

All nonexempt employees must accurately record their hours worked, vacation, sick, compensation time used, and compensation time earned for each pay period on a form provided by their department head. All exempt employees must accurately record their vacation and sick time used on a form provided by their department head. Exempt employees do not earn compensation time. Timesheets must be signed by both the employee and department head, acknowledging the accuracy, and turned into the Auditor's office on the due date set by the Auditor. If timesheets are not submitted in accordance with this policy, employees will not be paid until the next scheduled pay date following the submission of the documentation requested above.

The Board discussed the vacation and compensation policy in the Employee Handbook. Jepsen will work with Paul Greufe, Human Resource representative, to clarify any ambiguous statements.

Weekly meetings: Ives–drainage concerns; Stauter–bridge concerns; Siepker–Career Academy meeting and drainage concerns; Dewey–Fair Board, Conservation Board and drainage concerns. Ives, Siepker and Dewey attended the DD 65 CREP meeting with Governor Reynolds.

There being no further business, the Chairman declared the meeting adjourned.

Jeffrey Ives, Chairman

Kelly Jepsen, Auditor