

Supervisors Room, Courthouse  
Pocahontas, Iowa  
November 12, 2019

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

Members present: Chairman, Jeffrey Ives; Supervisors, Louis Stauter, Ed Dewey, Clarence Siepker, and Brent Aden; and Auditor, Kelly Jepsen. Others present: Reporter, Erin Sommers.

Motion by Stauter, seconded by Dewey, to approve the minutes from October 29, 2019 as presented. Ayes all, motion carried.

The tentative agenda was approved as posted on motion by Siepker, seconded by Aden. Ayes all, motion carried.

Dereck Hebert, Pocahontas County IT Director, advised of IT equipment reaching end of life. Motion by Siepker, seconded by Aden, to authorize Hebert to proceed with the purchase of a Watchguard Firewall from IT Savy with a three-year license for \$3,770.00. Ayes all, motion carried. Hebert also informed the Board of different things the County could do to manage its network better and save the County money. After discussion, motion by Stauter, seconded by Dewey, to authorize Hebert to purchase both the Desktop Central, with a three-year license, as well as PRTG monitoring software, with a three-year license, for a sum of \$6,088.00. Ayes all, motion carried. Final items discussed was security awareness. Motion by Dewey, seconded by Siepker, to authorize Hebert to purchase a security training software with a three-year license for \$2,706.00. Ayes all, motion carried.

Russ Jergens, EMA/E-911/Zoning Administrator, advised that the County was three weeks shy of going a full year without any accidents, the first time in many years. From the accident that did occur, it was determined that the employee had followed all the correct safety measures and the accident was a fluke incident with very little cost to the County. To thank the employees for being safety conscientious, motion was made by Stauter, seconded by Aden, to give the employees December 24, 2019 off as a safety day. At the discretion of the Department Heads, the Sheriff's Department and Secondary Roads' safety day off may be a floating day to be used during the December 22-January 4<sup>th</sup> pay period. Ayes all, motion carried.

Motion by Siepker, seconded by Aden, to enter into a one-year service agreement with American Business Phones, in the amount of \$2,382.42. Ayes all, motion carried

Motion by Stauter, seconded by Dewey, to approve the Recorder's October Report of Fees Collected. Ayes all, motion carried.

Motion by Stauter, seconded by Aden, to accept the resignation of Home Care Aide, Megan Myers, and thank her for her service. Myers's last day was Monday, November 11, 2019. Ayes all, motion carried.

Motion by Stauter, seconded by Dewey, to approve a pay increase for Ann Garvey, Dispatcher, and John Esler, Jailer, as they have successfully completed their probationary period. As of November 10, 2019, their new rate of pay will be \$16.90 per hour. Ayes all, motion carried.

Motion by Siepker, seconded by Stauter, to adopt the following resolution. The Chairman called the question with the following recorded votes: Ayes: Siepker; Aden; Ives; Stauter; and Dewey. Nays: none. Whereby the Chairman declared the resolution duly adopted.

#### RESOLUTION 2019-11-#34

##### Resolution to Transition CSS to One Employer

WHEREAS, the County Social Services Mental Health and Disability Services (CSS) Region Board of Directors decided to consolidate into one employer of record beginning January 1, 2020, WHEREAS, Pocahontas County is a member of the County Social Services Intergovernmental Agreement (28E) Section II Purposes, ... joint venture between counties established for the following reasons:

- (a) To efficiently and effectively provide the Mental Health & Disability Services mandated under sections 331.388 through 331.398 of the 2013 Code of Iowa for member counties. CSS may also provide other social services including but not limited to Medicaid Targeted Case Management, general assistance, children services, substance abuse services, and any county funded social service program or county function as contracted from member counties.
- (b) To cooperate with local, state and federal human services agencies in providing an equitable social service safety net for individuals adversely impacted by disabilities across the region.
- (c) To engage such employees and to provide offices, equipment, machinery, buildings and grounds as are necessary to adequately perform the functions of CSS.
- (d) To contract with member cities, towns, counties, public or private persons, state agencies, firms and/or corporations for the provision of social services.
- (e) To collect payment for such services.
- (f) To receive and expend State, Federal, local and private grants and other monies which may be made available to the extent permissible under applicable State and Federal laws and under the rules hereinafter set forth, and as provided by bylaws pursuant hereto.
- (g) To engage in any other related activity in which an Iowa 28E organization may lawfully engage.  
and has not been active since Fiscal Year 15.

WHEREAS, the County Social Services Intergovernmental Chapter 28E Agreement further states under Section III "Organization," subsection (j)(d)(viii) that among the duties of the CSS Administrator is to "Employ or contract with persons or entities (including contracting with member counties for member county employees to provide services to County Social Services) to staff the needs of County Social Services; however, the terms of all employment or contracts for staff shall be approved by the County Social Services Board," and WHEREAS, Pocahontas County has purchased assets from fund 10 for CSS use, SO NOW, BE IT RESOLVED that the Board of Supervisors of Pocahontas County, IA will end employment of record of Kaila Beavers and Tasha Ludwig from Pocahontas County on December 31, 2019. County Social Services 28E organization, will become employer of record of Kaila Beavers and

Tasha Ludwig on January 1, 2020. AND, Pocahontas County will transfer all furniture, equipment, and office supplies currently in designated CSS offices or for CSS staff use to CSS on January 1, 2020.

Motion by Stauter, seconded by Dewey, to acknowledge the Preliminary Engineer Analysis for Jt. DD 63 Br. C and set Tuesday, December 17, 2019 at 2:00 p.m. in the Assembly Room of the Courthouse, as the date, time, and location for a formal meeting on the Preliminary Engineer Analysis on Jt. DD 63 Br. C. Ayes all, motion carried.

Motion by Siepker, seconded by Aden, to approve DD 41 Br. 19 Final Pay Request, #2, from B & B Farm Drainage in the amount of \$5,285.70. Ayes all, motion carried.

Motion by Stauter, seconded by Aden, to approve DD 30 Final Pay Request, #8, from KMK Trucking & Excavating, LLC, in the amount of \$127,941.24. Ayes all, motion carried.

Motion by Aden, seconded by Siepker, to approve joint drainage claims payable to Pocahontas County Secondary Roads as follows: Jt. DD 63 Br. 1 Tile, repair for \$352.73; Jt. DD 63 Br. C Tile, Watchman Services for \$624.12; Jt. DD 63 FEMA, Watchman Services for \$246.52; Jt. DD 63 Br. F Open Ditch, Watchman Services for \$308.15; and Jt. DD 171 FEMA, Watchman Services for \$430.94. Ayes all, motion carried.

Motion by Dewey, seconded by Stauter, to approve payment to Jacobson-Westergard for professional services performed on Jt. DD 13, for \$577.50 and to Schoon Excavating for beaver dam removal in Jt. DD 9-13, for \$560.00. Ayes all, motion carried.

Motion by Stauter, seconded by Siepker, to approve payment to B&W Control for brush control in Jt. DD 181, for \$8,143.80. Ayes all, motion carried.

Motion by Aden, seconded by Siepker, to acknowledge receipt of Manure Management Plans: (1) RJR Turkey Farm – ID# 66959 located in the NW NE, Sec. 33 Douglas Township, Sac County with Roger Mueggenberg as owner & contact person; (2) Gruntorad Finisher Farm – ID# 62482 located in the NE NW, Sec. 34 Dover Township with C Holdings LLC as owners & Keith Kratchmer as contact person; (3) Rod Wells Finisher Farm – ID# 62483 located in the SE NE, Sec. 25 Newell Township, BV County with Timberline Farms, LLC as owners & Keith Kratchmer as contact person; (4) Plantz Turkey Facility – ID# 66930 located in the SE NE, Sec. 18 Grant Township with Jordan Plantz as owner & contact person; and (5) P 380 – ID# 67537 located in the NW NE, Sec. 12 Des Moines Township with Prestage Farms of Iowa LLC as owner & Dennis Benning as contact person. Ayes all, motion carried.

Motion by Stauter, seconded by Siepker, to set Tuesday, January 7, 2020 at 1:00 p.m. for an informational meeting on Jt. DD 171 and authorize Jepsen to send the presented letter to the landowners informing them of said meeting. Ayes all, motion carried.

Motion by Stauter, seconded by Aden, to change the date for Completion Hearing on DD 31 to Tuesday, December 3, 2019 at 1:00 p.m. in the Assembly Room in the Courthouse. Ayes all, motion carried.

Jepsen and the Board discussed moving the Board meeting scheduled on Christmas Eve to Monday, December 23rd, and Compensation Board members. Jepsen will add, “approve Compensation Board members for Auditor and Supervisors”, on next week’s agenda.

Jack Moellering, County Engineer, and Don Cirks, Roads Superintendent, discussed how overtime is calculated for Secondary Roads. Motion by Siepker, seconded by Aden, to add an addendum to the Employee Handbook for Secondary Roads’ overtime. The Board will review Paul Greuffe’s recommendations of wording for that addendum. Ayes – Siepker, Aden, Ives, Dewey; Nays – Stauter. Motion carried.

Motion by Stauter, seconded by Dewey, to authorize the Chairman to sign the Utility Permit for Iowa Lakes Electric Cooperative. Ayes all, motion carried.

Motion by Stauter, seconded by Siepker, to approve SnoPak’s permit for snowmobile routes on C26 from Havelock to Rolfe and C56 to Palmer. Ayes all, motion carried.

Moellering and the Board discussed different issues concerning Secondary Roads.

Motion by Stauter, seconded by Aden, to exclude \$2,000.00 from claim #1099 and approve the rest of the claims for payment, including claims with documented public purposes. Ayes all, motion carried. The following claims were audited and allowed:

A & M Laundry	Supplies	66.86	1
Ability Network	Service	320.30	1
Access Systems Leasing	Lease	188.89	1
Parker Aden	Consultant	160.00	1
Henry Adkins	Supplies	61.47	1
Adv Systems	Copier Exp	268.62	2
Adv Systems	Lease	27.68	1
Alliant Energy	Utilities	216.91	1
Alta Implement	Parts	173.80	1
American Business Phones	Support	2382.42	1
Am Lung Ass	Supplies	200.00	1
AP Air Inc	Parts	195.00	1
APCO	Dues	188.00	2
C Archer	Con Board Mil/Emp Ex	40.00	1
Arnold Motor	Parts	369.04	1
AT&T	Phone	51.51	1
G Atherton	Phone/Mileage REMB	181.76	1

Bargen Inc	Road Work	74511.90	1
Maxine Barrett	Election	107.76	1
Kaila R Beavers	Mileage	310.65	1
Bennett Recycling	Garbage	400.00	1
B H Energy	Natural Gas	180.36	3
Rebecca Braesch	Election	178.53	1
Co. Social Services	Allocation	110000.00	1
Cal Co ECA	Utilities	10.82	1
Calhoun-Burns	Bridge Rate/Inspect	7519.50	1
Canon Financial Services, Inc	Lease	175.07	4
CID	peni-lube	89.10	1
CID	supplies	58.50	1
CID	Supplies	307.90	1
Central Salt	Icing Salt	9997.33	1
CenturyLink	Phone	35.08	1
CenturyLink	E911	321.95	1
Charm-Tex	Supplies	216.76	1
D Cirks	Phone REIM	150.00	1
City-Pocahontas	Utilities	3521.93	9
CJ Cooper & Asso	Annual Fee	70.00	1
J Conlin	Phone	25.00	1
James P Conway	Supplies	39.46	1
Counsel	enrg copies	47.06	1
Counsel	Service	116.12	3
Po Co Sec Rd	Fuel	1104.08	2
O Cressler	Mileage	44.69	1
O Cressler	Training	701.66	1
D Croghan, CPA	Services	2800.00	1
M Crosgrove	reimb parts	447.99	1
B Dahl	Mileage & Training	549.51	1
B Dahl	Phone	25.00	1
Dell Marketing L P c/o Dell US	computer/DC 10349019262	707.82	1
R DeWall	Courier	23.72	1
Donna Dolan	Election	155.50	1
Electronic Special	Radio	2233.74	2
Judy K Essing	Postage	7.75	1
Farm & Home	batteries	31.98	1
Farm & Home	duct tape	15.98	1
Farm & Home	gloves	38.98	1
Farm & Home	key holder	7.98	1
Farm & Home	quikrete	5.09	1
Farm & Home	step drill	44.99	1
Farm & Home	Office Equip	33.35	1
Farm & Home	Postage	13.65	1
Farm & Home	Supplies	380.93	3
D Ferguson	Mileage	355.62	1
D Ferguson	Phone	25.00	1
City-Fonda	Utilities	131.92	1
Galls	Uniform	9.99	1
Louise Geick	Lifeline Reimb	60.00	1
Gilmore City	Utilities	91.90	1
GSK Financial	Vaccine	989.92	1
D Gordon	Election	245.59	1
Gray Sanitation	garbage/Palmer	15.00	1
Great American Financial Serv	Lease	89.00	1
E Hallberg	Election	88.00	1
Elaine Harriman	Election	178.53	1
Healthcare First c/o Wells Far	Fee	104.74	1
Hilton Des Moines Downtown	enrg. conf room/GA	320.70	1
K Hoffman	Meeting	50.00	1
K Hoffman	Mileage	18.53	1
Hopkins Med Prod	Med Supplies	52.90	1
Hannah G Hubbell	Mileage	91.23	1
Hannah G Hubbell	Phone	25.00	1
Humboldt Co Hosp	Service	1179.54	1
Humboldt Co Sheriff	Service	100.00	1
IState Truck	Supplies	38.10	1
IA Prison Ind	signs	96.50	1
IAN	Dues	20.00	1
ILEA	Training	900.00	2
IMWCA	Worker Comp	14295.00	1
Inland Truck	Parts	1917.97	1
Insight Public Sector Sled	Software	1872.43	4
ITsavvy LLC	Computer	2570.00	4
ITsavvy LLC	Computers	2520.00	1
ITsavvy LLC	Equip	106.80	1
J&D Family Farms	Well Plug	500.00	1
Dave Jepsen	Courier	24.26	1
R Jergens	Expenses	550.02	1
R Jergens	Mileage	250.00	1
Jim Hawk Truck	parts	25.94	1
Amy M Johnson	Training	165.05	1
Juicebox Interactive	Web Hosting	230.00	1
Keltek	safety lights	289.56	1
Klinkenborg Aerial Spraying &	Spraying	900.00	1
M Klocke	Meeting	50.00	1
M Klocke	Mileage	20.71	1
Brooke A Krips	Mileage	355.01	1
Brooke A Krips	Phone	25.00	1
J La Velle	Election	188.20	1
M Latimer	Expenses	60.38	1
Laurens Municipal	utilities/Laurens	160.28	1
Laurens Municipal	Phone	1286.52	1
Lawson Products	Supplies	91.66	1
M Lenz	Election	177.44	1
Tasha M Ludwig	Mileage	1000.62	1
E Lund	Election	174.17	1
Machine Shop	labor	40.00	1
Machine Shop	parts	141.24	1
Machine Shop	welding supplies	7.26	1
Mail Servcs	Mailing	206.67	1
Mainstay Sys	Equip	1183.00	1
Mangold Environ	Tests	799.50	1
Manson Lumber Company	Lumber	1219.47	1

Martin Marietta	rd stone	17196.69	1
Martin Marietta	Aggregate	137.16	1
B McGriff	Election	198.98	1
McKesson Medical	Supplies	615.50	1
Maralyn McLaughlin	Election	180.71	1
Mediacom	Internet	244.96	2
Merryman Bridge Construction	supp abuts 2019	74777.59	1
MidAmeri Energy	rural manson int lts	27.92	1
MidAmeri Energy	Electricity	98.85	1
MidAmeri Energy	GC/elec	18.24	1
MidAmeri Energy	Varina/elec	24.55	1
MS & Sons Corp.	brass fittings	32.31	1
Sarah Munson	Election	204.17	1
Murphy Tractor	Parts	4703.83	1
Myron Corp	Public Relations	271.62	1
National Pen Company	Promotions	268.39	2
NENA:911	Dues	142.00	1
Next Gen Tech	Software	24.75	1
B Nielsen	Election	180.71	1
N IA Telecom	Equip Repair	1022.22	1
Northern Safety Co Inc	Supplies	86.88	1
NW Comm	Phone	1705.52	1
NW Comm	Service	27.95	1
NW Comm	Web Hosting	199.60	1
R Nystrom	Meeting	50.00	1
R Nystrom	Mileage	10.90	1
Office Elements	Supplies	563.28	6
Office Systems	Lease	133.18	6
Overhead Door	Repairs	181.04	1
Owen/King	Sept SIR	343.14	1
Palmer Mutual Tel	Phone	314.92	1
City-Palmer	utilities/Palmer	93.53	1
J Paulsen	Supplies	15.45	1
Philips Lifeline	Lifeline	604.40	1
Philips Lifeline	Supplies	1.02	1
Po Co Aud	Administration	1964.12	1
Po Co Home Care	Health Aides	6179.50	1
Po Co Home Care	Home Aides	7216.50	1
Po Co Pub Health	Services	50.00	1
Poca Co Treas	Health Dept	586.00	1
Poca Equip	Parts	18.60	1
Poca Equip	Supplies	325.15	1
Poca Fiber	Internet	159.90	5
Poca Fiber	Phone	499.45	4
Poca Fiber	Phone Internet	436.84	2
Poca Fiber	Telecommunications	547.80	5
Poca Ford	Maintenance	1072.91	2
Prinsco Inc	Supplies	3126.05	1
Pro Co-Op	diesel/bulk/cardtrol	17801.44	1
Pro Co-Op	gas/bulk	2508.99	1
Pro Co-Op	valve stem	23.50	1
Ramada Spirit Lake	Training Exp	300.30	1
Rebnord Tech	Service	8218.71	1
Record Dem	help wanted ads	163.50	1
Record Dem	Ads	319.51	1
Record Dem	Minutes	78.94	1
Rees Truck	Parts	20.91	1
Gretchen Reichter	Consultant	960.00	1
Reimers Distributing	water pump	95.00	1
S Richardson	Expenses	69.09	1
S Richardson	Phone	25.00	1
David Rittgers	Well Plug	600.00	1
Sanofi Pasteur	Vaccines	4443.85	3
Genesis	Services	56.84	1
Lynn Schoon	Well Plug	425.00	1
IA SOS	Notary	30.00	1
Seiler App	Parts	34.65	1
Kristi S Seiler	Postage	27.80	2
Kathy Sernett	Courier	27.53	1
J Shimon	Election	155.50	1
D Siefken	Election	173.08	1
K Simacek	Mileage	51.78	1
Sioux Sales Co	Uniform	61.75	1
Sioux Sales Co	Uniforms	486.05	1
Skyline Steel, LLC	plate	1780.80	1
Dan Stall	Courier	23.17	1
D Stall	Mileage	510.12	1
D Stall	Phone	25.00	1
Star Leasing	Lease	104.70	1
Surplus Center	Supplies	582.81	1
K Swanson	Election	217.25	1
Ten Pt Const	Services	13553.32	1
The Fish Room Alan & Associate	Feed	57.69	1
M Thomas	Supplies	603.60	1
J Timan	Election	175.00	1
Barbara Tuttle	Election	155.50	1
Unitypoint	Services	74.74	1
UnityPoint Occ Health	hearing tests	564.90	1
US Cellular	Phone	101.72	1
J VanDeest	Election	183.98	1
Verizon	Hot Spot	520.53	1
Verizon	Phone	120.03	2
Laura Voss	Election	185.71	1
Webster Co Sheriff	Service	42.00	1
Sally Wenell	Election	181.66	1
Wex Bank	Fuel	50.39	1
Windstream	Phone	230.56	2
Windstream	Service	129.80	1
Woodley Ins	Insurance	214.00	2
Woods	Postage	138.88	1
Woods	Supplies	36.10	1
Xcessories Squared	L-fittings	216.50	1
G Zhorne	Election	209.88	1
Grand Total		446573.14	

Weekly meetings: Siepker-County Social Services, County Social Services Quadrant meeting, two Workforce Development meetings, Upper Des Moines, and Webster County Board meeting; Aden-Board of Health; Ives- Solid Waste concerns; Stauter-CFR; and Dewey-no meetings.

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

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Jeffrey K. Ives, Chairman

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Kelly A. Jepsen, Auditor