

## SUPERVISOR'S MINUTE BOOK 2019

November 26, 2019

The regular meeting of the Board of Supervisors was called to order at 8:30 a.m. by Chairman Todd Nelsen. Present: Rick Thompson and Gary VanAernam. Others present were Lisa Frederiksen, Diana Munch, Joni Hansen, Miranda Bills, Mitch Rydl, Jamie Schliemer, Mike Ruddy and Bob Josten, Jon Spunaugle and Sarah Jennings via telephone.

Motion-Thompson Second-VanAernam to approve the agenda with the additions of Molly's Class B Wine Permit. Vote-all in favor.

Lisa Frederiksen discussed the process of insurance claims and stated that notifying the proper entities including the auditor office is necessary at the time of claim. Frederiksen also stated she would get a form drawn up to use for claim notification.

Motion-Thompson Second-VanAernam to approve the minutes of the November 18, 2019 Board meeting. Vote-all in favor. Motion-Thompson Second-VanAernam to approve the minutes of the November 19, 2019 Board meeting. Vote-all in favor.

Board of Supervisor update – Wind-tower Phase 2 update, Heart of Iowa and Landfill meetings.

Miranda Bills addresses the Board regarding the county's Amazon account and the timeliness of invoices turned in for payment. The Board will discuss this at the next Department Head meeting. Motion-VanAernam Second-Thompson to delete the Recorder's 8 drawer metal file cabinet. Vote-all in favor.

The Board placed a phone call to Bob Josten regarding the Urban Renewal Plan Amendment. Josten stated that he is working on it.

Lisa Frederiksen reviewed the TIF debt certification with the Board. Motion-VanAernam Second-Thompson to approve the TIF Debt Certification. Vote-all in favor.

The Board discussed the reimbursement of training expenses for Jon Spunaugle. Motion-Thompson Second-VanAernam to collect training fees in full with one payment from Jon Spunaugle. Vote-all in favor. The Board placed a call to notify Spunaugle.

Motion-Thompson Second-VanAernam to approve a Class B Wine Permit for Molly's. Vote-all in favor.

Motion-Thompson Second-VanAernam to approve the deletion of a Sheriff's asset - 2015 Chevrolet Tahoe. Vote-all in favor. Motion-VanAernam Second-Thompson to approve the deletion of Sheriff's asset #2224, battery backup. Vote-all in favor. Motion-Thompson Second-Nelsen to approve the deletion of Sheriff's asset #0369, old white board. Vote-all in favor.

The Board discussed the split of Incode 10 costs and license agreement and will discuss more next week when those departments are available.

Board discussion on proposed wage increase for current attorney office employee. Budget Director provided information the prior grants in the county had not gone toward wage increases for existing employees; they had gone for increased hours/employee hires if necessitated. Wage increases have not been based on grant receipts as that is not an opportunity provided to all employees/departments. Questions on whether grant could be revised/reduced/postponed for payroll portion. The Board placed a call to Sarah Jennings and discussed the federal grant that her office will be receiving for the Victim/Witness Coordinator. Attorney Jennings had already submitted her grant with addition \$8320/year wage increase (22.22% pay raise to \$45,760 annually -- \$33/hr for overtime). The Board clarified that Supervisors control the wages for attorney office staff and should have approved any potential increases prior to grant submission. Discussion on concerns with other employees' wages/increased duties. The Board was trying to clarify hours required and length of time for the grant period. Attorney commented that she would like the victim witness to receive comparable rate to that of Cass County and this employee also employee did not take the county's health insurance—no other employees are compensated for such. The Board also discussed the invoice for the air conditioner for the attorney's office and let Jennings know that each department is responsible for the air conditioner unit in their offices.

Mike Ruddy stopped to request permission to take a picture of a combine accident and the Board gave him the OK to take a picture.

Mitch Rydl gave the Secondary Road update and notified the Board that he had contacted ICAP regarding a bridge that had collapsed when a combine was crossing. Rydl also discussed the purchase of rock from Fort Dodge at \$24/ton. Motion-Thompson Second-VanAernam to approve a utility permit for Aureon in Leroy Twp., 210<sup>th</sup> St. Vote-all in favor. Motion-VanAernam Second-Thompson to approve a utility permit for Western Iowa Power Coop utility permit in Lincoln Twp, Sec. 5, Puck. Vote-all in favor. Weekly update: low-water crossing isn't completely finished.

Motion-Thompson Second-VanAernam to approve Resolution 2019-46 as follows. Vote-all in favor. The Board discussed amending Resolution 2019-49 to include language that this grant will be in lieu of all other raises for the next three years.

## RESOLUTION 2019-49

BE IT HEREBY RESOLVED, by the Audubon County Board of Supervisors that effective November 12, 2019, Angie Baylor, employed as a full-time County Attorney's Office Victim/Witness Coordinator and Legal Assistant, whose current wage is \$18/hour at 40 hours per week, shall receive a wage of \$22/hour at 40 hours per week in compliance with the

grant contract signed by the County Attorney and the Attorney General's Office to reflect the receipt of Federal VOCA monies to fund this addition portion of the victim/witness coordinator's salary.  
November 26, 2019

Dated at Audubon County, Iowa this 26<sup>th</sup> day of November, 2019.

/s/ Todd M. Nelsen, Chairperson  
Board of Supervisors, Audubon County, Iowa

ATTEST: /s/ Joni Hansen  
Audubon County Deputy Auditor

Motion-VanAernam Second-Thompson to adjourn the meeting at 12:50 p.m. Vote-all in favor.

/s/ Todd Nelsen  
Chairman, Audubon Co. Board of Supervisors

Attest: /s/ Joni Hansen  
Audubon County Deputy Auditor