

## Tuesday, June 14, 2022 Minutes

The Cass County Board of Supervisors met at 9:00 a.m. with all members present: Steve Baier chair; Stephen Green, John Hartkopf, Mark O'Brien and Bernard Pettinger. Agenda upon motion by Pettinger; 2nd by Green was approved. Minutes of June 8, 2022, upon motion by O'Brien, 2nd by Pettinger were approved.

Dave Highfill with the Atlantic Hawks R/C Club presented on an ARPA fund request for a mower in the amount of \$9095.00 based on a quote from Ultimate Lawn & Power. The group meets south of Atlantic in an area where they are mowing over 3 acres of land in this area to hold the group events. The board agreed to take the request into consideration and also to verify if this would in fact be a qualified ARPA qualifications.

Auditor Sara Harris presented the board with the Wellness Coordinator Contract/Invoice for the upcoming fiscal year. The agreement involves Cass County, Cass County Extension Council, Cass County Memorial Hospital, and entities involved will now begin contributing \$7,000 to the position for FY 22/23. Motion by Hartkopf to continue in FY 22/23 the \$6,000 contribution. 2<sup>nd</sup> by Pettinger. Motion failed 2 to 3. Motion by O'Brien to match the agreement and contribute \$7,000 along with the other entities, 2<sup>nd</sup> by Green, motion carried, 3 to 2. The previous amount in the FY21/22 agreement of \$6,000 will be paid on 6/30/22.

Micah Lee with Cass County Conservation presented information regarding a new restroom facility at Cold Springs Park in Lewis. Micah provided a preliminary floor plan and pre-bid estimate from Biehn Construction, LLC. The board reviewed and tabled any action at this time as Micah would need to obtain some competitive bid information to assist the board in making an informed decision. It was also suggested that Micah consult with Cass County Engineer Trent Wolken to assist in obtaining competitive bids for the project.

Treasurer, Tracey Marshall presented an IA Code 427.8 Petition for Suspension of Abatement of Taxes. The person petitioning is currently having major health issues preventing the individual from working for over a year. If this is not approved the home would go into the Treasurers sale on 6/20/22. Action was tabled due to obtaining more information for the request and also consulting with Debbie Schuler, GA/MH Advocate.

Treasurer, Tracey Marshall presented her two new hires, Bailey Smith, this hire was previously approved at last week's meeting, June 8, 2022 however, the name was not available at the time of the board meeting. Marshall also presented that she would be hiring Kayla Imhoff as the Motor Vehicle Deputy. Discussion occurred regarding the current status of the Treasurer's office operating hours during the transition time while staff is hired and trained. Tracey stated that she is evaluating the business operating hours as they are able to and will keep the public informed.

Steve Baier, Board Chair, presented a standard agreement for ARPA funds that will be presented to all entities that receive approved ARPA funding requests. This will help in keeping all entities accountable and legally bound to their responsibilities in spending ARPA funds appropriately. This will also fulfill due diligence with the outside audit firm during the fiscal year audit. Motion by Green, 2<sup>nd</sup> by Pettinger. Carried unanimously.

The Board then held a discussion regarding the need for continuation of zoom meetings. Baier mentioned that most entities at this point are moving to all in person events. However, it was noted that the zoom capability does provide convenience to parties that are just not able to attend in person as well as a great tool to keep county employees informed on the meeting content also. A new link will be provided by our IT/GIS Department Sean Behrens so that individuals may call in and or join via the web. Hartkopf motioned that individuals that sign in online will need to provide their first and last name for identification purposes as that is required of those in attendance in person. 2<sup>nd</sup> by O'Brien. Carried unanimously.

Auditor Sara Harris presented a resolution to approve for ARPA reporting purposes. Motion by Green, seconded by O'Brien to approve Resolution #2022-031 to Approve Allocation of Funds from the American Rescue Plan Act to the Cass County EMA/911, Sherriff's Office, Atlantic Police Department, Fire Association for Drones in the amount of \$29,500. Roll Call Vote. Resolution adopted this 8<sup>th</sup> day of June 2022.

Auditor Sara Harris presented a resolution to approve for ARPA reporting purposes. Motion by Pettinger, seconded by Hartkopf to approve Resolution #2022-032 to Approve Allocation of Funds from the American Rescue Plan Act to the Wiota Fire Department, Massena Fire Department, Marne Fire Department, Lewis Fire

Department, Griswold Fire Department, Cumberland Fire Department, and Atlantic Fire Department in the amount of \$25,000 each. Roll Call Vote. Resolution adopted this 8<sup>th</sup> day of June 2022.

Debbie Schuler presented April & May GA/MH Reports. There were 4 claims for General assistance, totaling \$1265.00 for the month of April. There were 6 claims for general assistance, totaling \$3208.00 in the month of May.

The Supervisors, as a Board of Canvassers, met to canvass the June 7, 2022 PRIMARY ELECTION. After canvassing the returns of each voting precinct in the county, the following candidates were declared as the nominees to the respective listed offices and will appear on the GENERAL ELECTION BALLOT November 8, 2022.

	REPUBLICAN	DEMOCRAT
Dist. 2 SUPERVISOR:	Mark O'Brien	No Nominee
Dist. 3 SUPERVISOR:	Wendy Richter	No Nominee
COUNTY RECORDER:	Mary Ward	No Nominee
COUNTY TREASURER:	Tracey J. Marshall	No Nominee
COUNTY ATTORNEY:	Vanessa Strazdas	No Nominee

The board then entered into a Handbook Workshop to review current redline information received from HR Counsel.

Committee reports: Pettinger reported on a meeting he attended Thursday, June 9<sup>th</sup> in Marshalltown, IA.

#### Reports filed: Clerk of Court

##### General Basic Fund

AA Investors LLC	Rent	1000.00
Access Systems, Inc.	Copier Contract	727.28
Ahlers Cooney Attorneys	Repairs	1950.00
Milton Amos Amos Investment	Rent	500.00
Anita Supply Center	Custodial Supplies	671.24
Anita Tribune Co Inc	Publishing	540.00
Atlantic City Clerk	Ambulance Services	6721.33
Atlantic Municipal Utilities	Utilities	903.37
Atlantic News Telegraph	Publishing	525.38
Sean Berens	Cellular Service	40.00
Blaine's Service LLC	Tire Repair	28.09
Bob Barker Company Inc	Jail Supplies	871.70
Camblin Plumbing & Heat, Inc.	Repairs	618.62
Cappels	Supplies	384.75
Cass County Clerk of Court	Appeals Cost	150.00
Cass Co Meals on Wheels	Meals	650.00
Cass County Recorder	Copies	27.59
CCMH Public Health	Grants	22811.76
CDW Government, Inc	Equipment	17.76
Choice Printing LLC	Office Supplies	291.21
Clarks Carpet Cleaners	Service Fee	5.35
Cook Sanitation	Sanitary Disposal	195.00
Counsel Office & Documents	Copier Contract	567.52
Culligan Soft Water Serv	Cooler Rent	65.00
Dell Marketing L.P % Dell USA	Computer	1218.74
Deter Motor Co	Vehicle Maintenance	96.67
Ed's Lawn Equipment	Equipment Maintenance	144.00
Egan Supply Co	supplies	1649.80
Fareway Stores Inc	Jail Provisions	19.85
First National Bank	Misc Expenses	1671.20
Five Q Innovations, LLC	Website Hosting	50.00
Great America Financial	Copier Lease	205.87
Griswold American Forsyth	Publishing	227.81
Hardisty Contracting	Sewer Line Repari	125.00
IMAGETek, Inc	Tech Support	325.00

Imaging Spectrum, Inc Pakor	Office Supplies	293.69
Iowa County Recordors Assoc	Maintenance & Support	1604.66
Iowa Law Enforcement Academy	Training	875.00
Iowa Secretary of State Lucas	Notary Fees	80.00
ISAC	Registration	6350.00
ISACA Treasurer	Registration	250.00
City of Lewis	Utilities	153.21
Mail Services LLC	Print & Postage	669.84
Tracey Marshall	Lodging/Cell Service	589.25
Massena Ag Supply	Fuel	25.99
McAtee Tire Service Inc	Tire Repair	29.95
Mediacom	Telephone Services	1247.92
Ted's Cooperative aka Midtown	Rent	532.00
Per Mar Security Services Corp	Monitoring Services	312.00
Pitney Bowes Inc	Postage Meter Lease	775.96
Brenda Pottebaum	Custodial Services	1332.00
Dan Proehl	Cellular Services	40.00
Professional Pest Control LLC	Pest Control	215.00
Quill Corporation	Office Supplies	349.90
Rex Pharmacy	Service	5.13
Ryan South R & C Rentals	Rent	372.00
Schmidt Family Funeral Home	Indigent Burial	1500.00
Schumacher Elevator Co	Elevator Maintenance	261.78
SIRWA	Utilities	34.50
Solutions, Harris Local Gov	Software License	5414.00
State Hygienic Laboratory	Water Testing	13.50
Stone Office Products	Office Supplies	181.93
The Shredder Green Resource	Shredding Services	78.00
U.S. Bank Equipment Finance	Copier Lease	136.66
Verizon Wireless	Data Plan	81.39
Wex Bank Fleet Services	Fuel	1941.07
21st Century Cooperative ATTN:	Chemicals	177.50
American Rescue Plan (ARPA)-GB		
Anita Childcare Center	Contribution	50000.00
Cass County Fire Association	Contribution	120000.00
General Supplemental Fund		
Clair Acker	PEO Compensation	219.75
Diane Acker	PEO Compensation	80.10
Julianne M Adams	PEO Compensation	247.50
Anita Tribune Co Inc	Publishing	516.00
Atlantic News Telegraph	Publishing	335.28
Barbara Baier	PEO Compensation	375.60
Sara E Benson	Attorney Fees	481.80
Cass Co Ag & Ed c/o Rental	Polling Site Rental	30.00
Cass County Sheriff	Juvenile Expenses	1339.47
Children's Square USA	Juvenile Services	1446.15
Virginia Coughlin	PEO Compensation	285.30
Linda Edwards	PEO Compensation	305.85
Deb Field	PEO Compensation	276.25
First National Bank	Misc Expenses	116.85
John Fleming	PEO Compensation	272.50
Garreans Law LLC	Attorney Fees	1095.00
Leta Gerlock	PEO Compensation	377.80
Anieta Gregory	PEO Compensation	285.75
Griswold American Forsyth	Publishing	266.34
Dee Harrison	PEO Compensation	318.40
Janet Hascall	PEO Compensation	255.00
Henry M Adkins & Son Inc	Election Media	3869.10
Heritage House Wesley	Polling Site Rental	30.00
Mary Lou Hoskins	PEO Compensation	232.50
Sharon Howard	PEO Compensation	232.50
Iowa Secretary of State Lucas	Voter Mailings	1209.98
Sheryl Jensen	PEO Compensation	262.50
Angela Johnson	PEO Compensation	303.55

Doyle Karas	PEO Compensation	232.20
Jason Karns	Compensation	97.50
Sheri Karns	Mileage	22.28
Julie Kennon	PEO Compensation	358.90
Kathryn Kerkmann	PEO Compensation	335.05
Janet Klute	PEO Compensation	262.50
Evelyn Kopp	PEO Compensation	279.75
Earlene Krauth	PEO Compensation	303.90
Elaine Martens	PEO Compensation	275.10
Sonya Mikkelsen	PEO Compensation	37.50
Madonna Nisson	PEO Compensation	37.50
Vicki Nordskog	PEO Compensation	270.00
Becky Pelzer	PEO Compensation	270.30
Betty Pope	PEO Compensation	262.50
Public Safety Fund	County Contribution	32548.70
Pamela Reed	Compensation	276.25
JoBeth Reynolds	Precinct Official Compens	320.00
Beverly Schelling	PEO Compensation	272.70
Shelby County Auditor	Rent/Utilities/Custodial	1194.75
Jon Sothman	Compensation	67.50
Dorene D South	Mileage	25.65
Frank Spillers	PEO Compensation	265.20
Kimberlee Spillers	PEO Compensation	272.50
Phyllis Stakey	PEO Compensation	250.00
Sharon Steffens	PEO Compensation	232.95
Mary Strong	PEO Compensation	37.50
Sheryl Sunderman	PEO Compensation	257.70
United Church of Christ	Polling Site Rental	30.00
Cheryl Wessels	PEO Compensation	247.50
Peggy Wheatley	PEO Compensation	315.00
Kay Winston	PEO Compensation	284.50
Pam Wolfe	PEO Compensation	37.50
Sharon Woodward	PEO Compensation	284.55
Brenda Zellmer	PEO Compensation	271.50
Zion Lutheran Church	Polling Site Rental	30.00
Rural Services Basic Fund		
Atlantic News Telegraph	Publishing	40.46
CAM Small Business	Service	140.00
Cass County Secondary Roads	Road Clearing	60000.00
Deter Motor Co	Maintenance	32033.94
Dvorak Tire and Service	Service	58.08
First National Bank	Misc Expenses	385.44
MPH Industries Inc	Equipment	277.45
Wex Bank Fleet Services	Fuel	5843.64
Secondary Road Fund		
AgriLand FS, Inc.	Bulk Fuel	13962.84
AgriVision, LLC	Parts/Service	1386.96
Alliant Energy	Utilities	237.22
Anita Supply Center	Supplies	24.57
Atlantic Ag & Auto LLC	Supplies	158.08
Barco Municip Prod Inc	Signs	1723.01
Botna Way Ag Supply LLC	Supplies	449.60
Calhoun-Burns & Assoc, Inc.	Consultant Fees	10282.10
Cass County Health Systems	Testing	269.00
Cintas LOC 749	Uniforms	138.44
Cook Sanitation	Sanitary Disposal	60.00
Curtis Welding & Fab Inc Curt	Supplies	4200.00
Diamond Mowers LLC	Expendable Parts	999.66
Fareway Stores Inc	Supplies	419.16
Fastenal Company	Supplies	1122.46
Filter Care of Nebraska	Outside Services	81.55
First National Bank	Misc Expenses	112.63
Griswold American Forsyth	Office Supplies	2522.00
Griswold Communications	Telephone Service	36.83

Wayne Kirchhoff Trust U/W	ROW	5993.00
Lindeman Tractor, Inc.	Parts/Service	231.93
Lloyd & Meredith	Supplies	1.90
Lyman Ag Supply Inc.	Supplies	530.00
Massena Telephone Company	Telephone Service	32.84
Matheson Tri-Gas, Inc.	Supplies	897.67
McAtee Tire Service Inc	Tires/Tire Repair	110.00
Mid American Energy	Intersection Lighting	5.74
MTS, Inc. M & K Mills Tree	Sanitary Disposal	25.00
Murphy Heavy Contracting Corp	Rock	1912.95
Nishnabotna Valley R E C	Intersection Lighting	37.73
OHalloran International Inc	Parts/Repairs	2992.61
Olsen Fuel Supply Inc	Fuel	14452.57
OReilly Auto Parts	Expendable Parts	23.98
Orscheln's	Supplies	11.98
Overhead Door Company Inc	Building Maintenance	1317.30
Larry Petersen	ROW	5993.00
Schildberg Construction, Inc.	Rock	22743.95
SIRWA	Water	34.50
Thermo King Christensen, Inc.	Expendable Parts	1376.32
Tiger Mart Griswold Amoco LC	Fuel	1013.99
Truck Center Companies Inc	Parts/Service	456.31
Verizon Wireless	Cellular Service	362.83
Westel Systems	Telephone Service	36.32
Wickman Chemical L.C	Supplies	577.50
Wyman's Carquest Wyman Auto	Supplies	248.65
Ziegler Inc.	Parts/Service	4995.86
21st Century Cooperative ATTN:	Fuel	1000.21
Local Option Tax Fund		
Atlantic City Clerk	Southlawn Mowing	225.00
Cass Co Environ Landfill	Fee	10650.00
Local Emergency Mgmt Agency		
Mike Kennon	Fuel/Supplies	96.32
Environmental Control Agn		
Akin Building Center	Supplies	11.29
Cappels	Supplies	58.00
City of Corning	Leachate Disposal	10672.50
Crystal Clear of SW Iowa	Water	9.00
Eurofins Testing North Central	Environmental Testing	2779.05
Farmers Electric Cooperative	Utilities	1949.80
Ia Dept of Nat Resources	DNR Quarterly Waste Fees	6462.89
IMWCA	Work Comp	1533.00
Marne/Elk Horn Telephone	Telephone Service	3.71
Massena Telephone Company	Telephone/Internet Servic	145.00
Olsen Fuel Supply Inc	Fuel	84.26
The Retrofit Companies, Inc.	Recycling	2096.53
Consrv LandAcq/Cap Imprvmnt		
Atlantic Pest Control LLC	Extermination Services	52.00
Beemer Fisheries	Bluegill	512.50
Schildberg Construction, Inc.	Rock	1081.04
Grand Total		540358.12

TIME 1:28pm Motion by O'Brien, 2nd by Hartkopf: to adjourn. Meeting adjourned.  
Next meeting June 21, 2022.