

**Friday, September 30, 2022**

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 O'Brien was approved. Minutes of September 20, 2022, upon motion by Hartkopf, 2nd by Green were approved.

Public Comment: Wendi Barnett, Cass County Clerk of Court, is requesting new locks on the Court Attendant, Magistrate Court and Juvenile Services Offices. Supervisor Green will contact a locksmith. Clerk of Court Office inquired about the mail distribution at the courthouse. It was advised that the Clerk of Court is able to obtain their own suite number and have their mail delivered directly to them.

At 9:08 a.m. Steve Baier recessed for public hearing on County Ordinance Two: General Relief Assistance Program. Motion by Pettinger; 2<sup>nd</sup> by Green; to approve Ordinance Two after second reading. Third reading October 11, 2022. Roll Call Vote: All ayes. Carried unanimously. At 9:09 a.m. Steve Baier closed the public hearing. Cass County Treasurer, Tracey Marshall, presented wage adjustments for 3 employees, Stacy Mueller and Jordan Liddell to 85% and Celeste Burroughs to 80% of the annual salary of the county treasurer's base salary. Motion by Green; 2<sup>nd</sup> by O'Brien to approve the wage increases as submitted was approved. Carried unanimously.

Cass County Treasurer, Tracey Marshall, also requested pay increases for Stacie Linfor and Bailee Smith to increase from \$18.00/hr. to \$20.00/hr. The board referred to minutes from June 8, 2022, where it was approved that their wage could be increased to \$19.00/hr after 90 days and a performance review. Motion by O'Brien; 2<sup>nd</sup> by Green to increase Bailee Smith to \$19.00/hr starting 9/26/2022 and Stacie Linfor to \$19.00/hr starting 10/25/2022. Carried unanimously.

Cass County Treasurer made a written recommendation to the Board of Supervisors to abate taxes due on two mobile homes. After lengthy discussion a motion was made by Green, 2<sup>nd</sup> by Hartkopf: to adopt RESOLUTION 2022-046 Resolution to Abate Tax. Roll Call Vote. Ayes-Baier, Pettinger, Green, Hartkopf; Nays-O'Brien. Resolution 2022-046 adopted this 30<sup>th</sup> day of September 2022.

Cumberland Public Library has put in an ARPA request. They request \$16,249.00 to replace the roof and gutters on the library building. The supervisors would like to visit with the City of Cumberland before deciding on whether or not to award ARPA funds to repair a city owned building. Motion by O'Brien; 2<sup>nd</sup> by Green to table until the October 11, 2022, meeting.

County Engineer reviewed activity.

The Sale of the County Owned Farm was discussed. The consensus of the board is that an auction seems to be the preferred method at this time. A public hearing must be held to proceed any further. Motion by Green; 2<sup>nd</sup> by O'Brien to approve Resolution 2022-047 Set Date of Public Hearing for Sale of County Owned Farm. Public Hearing dates would be October 18, 2022, and October 25, 2022 and October 31, 2022. Roll Call Vote. All-Ayes. Resolution adopted.

The Board received a resignation from Sara Harris, Cass County Auditor. The letter states her last day is September 12, 2022. The board did not accept that date at a prior meeting. The board accepted her resignation date to be as of October 7, 2022. Motion by Green; seconded by Pettinger was approved. Carried unanimously.

After publishing the Notice of Intent to Appoint Cass County Auditor in all three county newspapers the board came to a consensus that they have decided to appoint, per Iowa Code Section 69, Kathy Somers to the vacant position of Cass County Auditor to begin October 10, 2022. Motion by Green; seconded by O'Brien was approved. Carried unanimously.

The Sheriff's office and the County Attorney's office have requested permission to add a shared part time position. After conducting five interviews they have chosen Stephanie Witzman to fill the position 'Office Liaison' for their offices. Ms. Witzman has 23 years prior experience in the Sheriff's Office and 11 months in the Clerk of Court. The offices recommend, based on her experience, that she begin at a starting wage of \$24.00/hour. The position is considered a part time basis with no more than 32 hours per week and benefits are included according to the County Employee Handbook. Motion by Green; 2<sup>nd</sup> by O'Brien to approve Stephanie Witzman as Office Liaison for the Sheriff and County Attorney Offices at \$24.00/hr with 32 hours per week and will include benefits. Her start date will be October 3, 2022. Carried unanimously.

Committee reports: O'Brien, Board of Health; Hartkopf & Pettinger, Mental Health; Baier, Golden Hills RC & D/Senior Citizens/Fourth Judicial Corrections/Juvenile Detention

TIME 10:55 a.m. Motion by O'Brien, 2<sup>nd</sup> by Green: to adjourn. Meeting adjourned.

Next meeting Tuesday, October 11, 2022.

The following claims were approved and the auditor authorized to issue checks for the same:

General Basic Fund  
Access Systems, Inc.

Copier Contract

332.05

Alliant Energy	Utilities	255.19
Amazon Business Amazon Capital	Office Supplies	240.80
Atlantic City Clerk	Southlawn Mowing	6721.33
Atlantic Municipal Utilities	Utilities	2573.12
Black Hills Energy	Utilities	37.73
Brown Electric Company Inc	Electrical Repairs	68.00
Camblin Plumbing & Heat, Inc.	Repairs	125.00
Cappels	Supplies	67.53
Carter Rental	Rent	425.00
Cass County Health Systems	Coroner Call	400.00
CCMH Public Health	Grants	3833.62
CDW Government, Inc	Equipment	54.67
Central Iowa Dist. Inc.	Custodial Supplies	192.00
Century Link	Service	571.97
Choice Printing LLC	Office Supplies	129.15
Cott Systems, Inc	Maintenance/License	660.00
Terry Duggan	Mileage	17.26
Ed's Lawn Equipment	Equipment Maintenance	99.00
Electronic Engineering Corp	Service	696.23
Farmers Electric Cooperative	Utilities	47.73
Fastenal Company	Custodial Supplies	44.10
First National Bank	Misc Expenses	43.38
Griswold American Forsyth Publ	Publishing	604.48
Griswold Communications	Telephone Service	309.80
Hobart Service	service	659.68
Brigham Hoegh	Consulting	500.00
Hy-Vee, Inc. Accounts Receivab	EE Supplies	1254.50
IACCVSO Mariah Deike, Treasure	Registration	240.00
Iowa Outdoors Magazine	Subscriptions	60.00
Laurie Lensing	Mileage/Contract Labor	791.95
Mail Services LLC	Print & Postage	5166.21
Mediacom	Mediacom	134.47
Mid American Energy	Utilities	151.70
Ted's Cooperative aka Midtown	Rent	229.00
Nishnabotna Valley R E C	Utilities	818.57
Orscheln's	Vehicle Maintenance	90.70
Per Mar Security Services Corp	Service	36.00
Pitney Bowes Inc	Supplies	314.46
Postmaster	Postage	60.00
Premier Real Estate Management	Rent	192.00
Quill Corporation	Office Supplies	260.51
Christine Short	Mileage	9.20
Bailee Smith	Mileage	309.70
State Hygienic Laboratory	Water Testing	33.50
Stone Office Products	Office Supplies	37.98
The Shredder Green Resource Ma	Shredding Services	78.00
U.S. Bank Equipment Finance	Copier Lease	136.66
Verizon Wireless	Cellular Service	1422.25
Visual Edge IT	Copier Contract	18.99
W & S Appliance Inc Kendal War	Air Conditioner	285.00
Marci Wallingford	Mileage	72.50
West Central Community Action	Appropriation	4000.00
Ziegler Inc.	Generator Repair	2936.12
General Supplemental Fund		
Children's Square USA Christia	Juvenile Services	139.95
Iowa Western Comm College	Rental	50.00
Jewell F West III American Res	Election Supplies	64.30
Weimer Law, PC Krisanne Corl W	Juvenile Services	2000.00
MH-DD Services Fund		
Southwest Iowa Mental Health &	Close Fund	1269.45
Rural Services Basic Fund		
Paul L Ascheman PHD	Service	187.00
Galls LLC	Equipment	141.45
Horizon Jet Wash	Service	70.00

IDALS Pesticide Bureau-IDALS	Registration	35.00
Jones Automotive Inc	Labor	543.68
OReilly Auto Parts	Service	20.07
Richter & Son Towing Inc	Service	275.00
Secondary Road Fund		
Agri Drain Corp	Supplies	257.40
Alliant Energy	Utilities	267.52
Allied Oil & Supply, Inc.	Oil/Supplies	4143.85
Anita Supply Center	Supplies	13.76
Atlantic Motor Supply Inc	Supplies	1246.42
Atlantic Municipal Utilities	Utilities	274.72
Leo Beschorner	Cellular Reimbursement	40.00
Botna Way Ag Supply LLC Nichol	Supplies	392.00
Bower Welding & FabricationLLC	Expendable Parts	20.00
Calhoun-Burns & Assoc, Inc.	Consultant Fees	15462.89
Cappels	Supplies	313.12
Cass County ISU Extension and	Testing	280.00
Dave Christensen	Cellular Reimbursement	40.00
Cintas LOC 749	Uniforms	164.75
Dan's Sanitation Danny Winther	Sanitary Disposal	55.00
Denco Corp	Road Work	71600.00
Deter Motor Co	Parts/Service	538.15
Diamond Mowers LLC	Expendable Parts	5562.02
Ed's Lawn Equipment	Supplies	99.00
Fareway Stores Inc	Supplies	323.40
Richard E Hansen	Cellular Reimbursement	40.00
Scott Holaday	Cellular Reimbursement	40.00
Curtis Holste	Cellular Reimbursement	40.00
Interstate Battery Systems of	Expendable Parts	147.95
Iowa Dept of Transportation	Equipment	50.00
Iowa Prison Industries	Signs	6190.40
Christian Kinzie	Cellular Reimbursement	40.00
Mark Knudsen	Cellular Reimbursement	40.00
McAtee Tire Service Inc	Tires/Tire Repair	55.00
Ethan Miller	Cellular Reimbursement	40.00
Nishnabotna Valley R E C	Intersection Lighting	38.02
Olsen's Outdoor Power Inc	Supplies	37.44
Road Builders, Inc.	Parts/Service	1040.94
Andrew Steffen	Cellular Reimbursement	40.00
Steinbeck & Sons Inc.	Propane	370.00
Stone Office Products	Office Supplies	49.39
Truck Center Companies Inc	Parts/Service	629.97
Vogel Traffic Service, Inc.	Pavement Marking	29055.00
Wickman Chemical L.C	Seeding	577.50
Trent Wolken	Reimbursement	40.00
Wyman's Carquest Wyman Auto Pa	Supplies	84.36
Ziegler Inc.	Parts/Service	20376.22
Local Option Tax Fund		
Cass Co Environ Landfill	Fee	9630.00
Capital Projects		
Atlantic Municipal Utilities	Utilities	383.70
Renodry USA LLC	Dehydration System	19285.00
Local Emergency Mgmt Agency		
Mike Kennon	Fuel/Supplies	70.51
Verizon Wireless	Cellular Service	81.43
Environmental Control Agn		
Akin Building Center	Supplies	47.48
Eurofins Testing North Central	Environmental Testing	3502.15
Evora Consulting, Ltd	Engineering Services	4313.75
Jebidiah Marshall	Reimbursement	74.98
Nishna Valley Pest Control LLC	Building Maintenance	150.00
Office Stop	Office Supplies	55.00
SCS Engineers	Engineering Services	300.00
Secondary Road Fund	Reimburse Sec Rd Hours	500.00

Ziegler Inc.	Parts/Service	1666.10
Consrv LandAcq/Cap Imprvmnt		
Atlantic Pest Control LLC	Extermination Services	110.00
Grand Total		243930.98