

Minutes

Cass County Board of Supervisors

Tuesday, March 18, 2025

The Cass County Board of Supervisors met in regular session at 9:00 a.m. in the courthouse board room with members present: Steve Baier, chair; Stephen Green, Wendy Richter, Mark O'Brien and Bernard Pettinger. Absent: none.

Pettinger moved, Green second, to adopt the consent agenda including:

- Minutes of the March 4, 2025, regular board meeting minutes,
- Minutes of the March 4, 2025, budget work session,
- Claims.

All ayes. Motion carried.

Richter moved, Green second, to approve the Iowa Department of Transportation Federal-Aid Agreement for a County Highway Bridge Program, Project No. BROS-CO-15(89)—8J-15, Iowa Department of Transportation Agreement No. 4-25-S-007, on Keystone Road over an unnamed creek on NLINE. All ayes. Motion carried.

O'Brien moved, Pettinger second, to approve wage increase for secondary roads employee Tucker Sager from \$25.30 to \$25.80 following completion of the new hire probationary period in accordance with the employee agreement. All ayes. Motion carried.

At 9:05 a.m., Baier recessed for a joint public hearing with the Adair County Board of Supervisors on vacating and closing a section of road described as:

That portion of 780th Lane (AKA Union Ave., AKA Adair-Cass Ave.), established as Road #2 on January 7th, 1882 (See Cass County Road Record Book North Half, Grant Township, Section 1) with improvements in 1957 (recorded in Book 371, Page 132), commencing at the southern right of way limits of 350th Street/Akron Road and being 33 feet south of the northwest corner of Section 6, Summit Township (T-77N, R-33W) also being the northeast corner of section 1, Grant Township (T-77N, R-34W), thence running southerly along the east line of said Section 1, a distance of about 2,034 feet, to a point where Adair-Cass Avenue terminates (since 4-5-1961). Said portion is 66 feet wide and the total length of Adair-Cass Avenue to be vacated is about 2,034 feet.

Pettinger moved, Green seconded, to close the public hearing. All ayes. Motion carried. At 9:09 a.m., Baier closed the public hearing.

O'Brien moved, Green second, to approve Resolution 2025-12 Vacating a County Road Easement (780th Lane). Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

At 9:10 a.m., Baier recessed for a public hearing to consider vacating and closing a section of road described as:

That portion of Quebec Lane, established on November 9th, 1953 as Road # 5 of 1953 (See Cass County Road Record Book South Half, Massena Township, Section 27), commencing at the west right of way limits of 760th Street near the East 1/4 corner of Section 27, Massena Township (T-75N, R-34W), thence running westerly, along the Quarter line of said Section 27, a distance of about 1/4 mile to a point where the road terminates (at road vacation #4 of 1953). Said portion is 66 feet wide and contains about 1.95 acres of road right of way in Cass County. The total length of Quebec Lane to be vacated is about 1,287 feet.

Richter moved, Pettinger second, to close the public hearing. All ayes. Motion carried. At 9:11 a.m., Baier closed the public hearing.

Green moved, O'Brien second, to approve Resolution 2025-13 Vacating a County Road Easement (Quebec Lane). Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

Green moved, Pettinger second, to approve a lease agreement with MDA Financial for the suite located in the basement of 707 Poplar, including the space formerly leased to Industrial Fluid Management, for \$600 per month, including utilities, for three years. All ayes. Motion carried.

The board discussed revising the indigent remains disposition policy. Discussion included reducing the amount the county pays funeral homes for indigent remains disposition and restricting the service to cremation. Input was received from funeral directors but no action was taken.

O'Brien moved, Richter second, to approve Resolution 2025-14 Amending the Secondary Roads Five Year Construction Program by moving Project Number BROS-CO15(85)—8J-15 TPMS No. 55058, Bridge #73 from 2027 to 2025. The amendment is a result of NEPA Clearance sooner than anticipated. Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

O'Brien moved, Richter second, to approve plans and specifications to replace Cass County Bridge #73 on 620th Street, Project No. BROS-CO15(85)—8J-15. All ayes. Motion carried.

Green moved, O'Brien second, to approve plans and specifications for HMA Resurfacing/CIP Recycling on N-28 south of Highway 92 to the county line, Project No. STP-X-CO15(87)—5E-15. All ayes. Motion carried.

Secondary Roads Maintenance Superintendent Mark Knudsen reviewed secondary roads projects.

The board considered options to handle employee use of county vehicles. No action was taken.

Committee reports: Green on EMS Advisory Council Baier on Golden Hills; Richter on Tourism, Healthy Cass, Nishna Trails.

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

General Basic Fund

Access Systems, Inc.	Copier Contract	473.18
Ahlers Cooney Attorneys	HR Legal Services	1950.00
Alliant Energy	Utilities	3452.38
Anita Tribune Co Inc	Publishing	1019.39
Atlantic Municipal Utilities	Utilities	1145.30
Atlantic News Telegraph	Publishing	1110.55
Sean Berens	Cellular Services	40.00
Bob Barker Company Inc	Provisions	41.35
Camblin Plumbing & Heat, Inc.	Repairs	2740.77
Cappels	Supplies	394.01
Cass Co Environ Landfill	Sanitary Disposal	48.00
Cass Co Fair Board	Sponsorship	15.00
Cass Health	Coroner Call	600.00
Central Iowa Dist. Inc.	Custodial Supplies	831.00
Cintas First Aid & Safety D89	First Aid	68.02
City of Atlantic	Ambulance Services	17362.49
City of Lewis	Utilities	83.91
Cook Sanitation	Sanitary Disposal	195.00
Cott Systems, Inc Valsoft	Maintenance/License	855.00

Culligan Soft Water Serv	Cooler Rent	63.00
Ed's Lawn Equipment	Equipment Maintenance	350.00
Five Q Innovations, LLC	Website Hosting	50.00
Green Acres Lawn & Landscaping	Snow Removal	1237.50
Griswold American Forsyth Publ	Publishing	209.59
Gronewold Bell & Kyhnn & Co,PC	Auditing Services	12000.00
Guthrie Co EnvironmentalHealth	Monthly Service	4124.21
Guthrie County Public Health	Grants	4244.71
ISACA Treasurer	Dues	250.00
Lora Kanning	Meals	28.67
Lori A Greckel Certified Court	Transcripts	4.50
Mail Services LLC	Postage	754.28
Tracey Marshall	Cellular Services/Mileage	260.10
Mediacom	Telephone Services	1117.40
Ted's Cooperative aka Midtown	Rent	400.00
NACCTFO Shiela Miller	Dues	100.00
Pest Off Pest Control	Pest Control	55.00
Pottawattamie County Medical E	Medical Examiner	350.00
Brenda Pottebaum	Custodial Services	1140.00
Premier Real Estate Management	Rent	500.00
Dan Proehl	Cellular Services	80.00
Professional Pest Control LLC	Pest Control	273.00
Quill Corporation	Office Supplies	684.90
Schumacher Elevator Co	Elevator Maintenance	278.85
SIRWA	Utilities	30.00
Stone Office Products	Office Supplies	71.30
Verizon Wireless	Cellular Service	927.07
Visa	Misc Expenses	3219.05
Visual Edge IT	Copier Contract	8777.48
Mary Ward	Mileage	60.70
Wex Bank (Fleet)	Fuel	1932.91
General Supplemental Fund		
Cass County Sheriff	Notices	1409.80
Crittenton Center Inc	Emergency Shelter Care	1072.95
Nationwide	Surety Bonds	515.00
Public Safety Fund	County Contribution	35880.01
SEAT Treasurer ISAC	Registration	130.00
Shelby County Auditor	Rent/Utilities/Custodial	1510.50
Visa	Misc Expenses	54.81
Rural Services Basic Fund		
Cass Co Environ Landfill	Contribution	9630.00
Galls LLC	Supplies	173.89
Harkins Service LLC	Vehicle Maintenance	466.71
Horizon Jet Wash	Car Washes	70.00
ISSDA Financial Administration	Registration	125.00
McAttee Tire Service Inc	Vehicle Maintenance	342.80
MOCIC Annual Conference Regis	Dues	100.00
Visa	Misc Expenses	1145.85
Wex Bank Fleet Services	Fuel	3432.75
Secondary Road Fund		
AgriVision, LLC	Parts/Service	3003.67
Akin Building Center	Supplies	376.52
Alliant Energy	Utilities	603.03
Atlantic News Telegraph	Publishing	33.52
Brown Electric Company Inc	Building Maintenance	1232.42
Camblin Plumbing & Heat, Inc.	Repairs	2148.28
Certified Power Inc	Expendable Parts	387.40
Certified Testing Services Inc	Outside Services	2900.00
Cintas LOC 749	Uniforms	216.08
Cook Sanitation	Sanitary Disposal	60.00
Farm Service Coop	Supplies	142.50
Fastenal Company	Supplies	69.91
Filter Care of Nebraska	Outside Services	99.40
Gregg Young Automotive	Parts/Service	685.90

Griswold Communications	Telephone Service	37.95
Henningsen Constr Co Inc	Cold Patch	147.00
Hotsy Cleaning Systems Inc	Supplies	3818.82
Housby Mack Inc	Parts/Service	211.28
Iowa Dept of Transportation	Outside Services	50.00
Iron Specialities Inc	Outside Services	131310.00
Massena Telephone Company	Telephone Service	33.50
McAtee Tire Service Inc	Tires/Tire Repair	1232.95
Menards - Council Bluffs	Supplies	1183.87
MGX Equipment Services LLC Asp	Expendable Parts	1070.00
Mid American Energy	Intersection Lighting	6.23
Jason Mitchell	Reimbursement	62.19
MTS, Inc. M & K Mills Tree Ser	Sanitary Disposal	30.00
National Assoc of Co Engineers	Meeting Fee	745.00
Nishnabotna Valley R E C	Intersection Lighting	39.92
Olsen Fuel Supply Inc	Fuel	28942.62
Overhead Door Company Inc	Building Maintenance	254.50
Retriever LLC	Expendable Parts	160.00
Road Builders, Inc.	Parts/Service	7390.13
Schildberg Construction, Inc.	Rock	20397.18
SIRWA	Water	30.00
Stone Office Products	Office Supplies	2560.52
Tiger Mart Griswold Amoco LC	Fuel	244.48
Truck Center Companies Inc	Parts/Service	2838.03
Ultimate Lawn & Power LLC	Supplies	85.00
Verizon Wireless	Cellular Service	243.07
Visa	Misc Expenses	295.00
Westel Systems	Telephone Service	37.29
Western Engineering Co, Inc.	Sand	3875.49
Ziegler Inc.	Parts/Service	6612.12
21st Century Cooperative ATTN:	Fuel	425.96
Sheriff Invest Fed Treasury		
Visa	Misc Expenses	14.00
Local Option Tax Fund		
Cass Co Meals on Wheels	Contribution	1300.00
Visa	Misc Expenses	450.00
Local Emergency Mgmt Agency		
Mike Kennon	Fuel/Supplies	116.43
McAtee Tire Service Inc	Vehicle Maintenance	137.00
Verizon Wireless	Cellular Service	81.54
Environmental Control Agn		
Atlantic Ag & Auto LLC	Parts/Supplies	199.41
Boes Repair Inc	Outside Services	511.34
Jerson Castro	Reimbursement	647.37
Culligan Soft Water Serv	Water	42.60
Hepler Curbside Recycling Inc	Contract Hauling	10343.34
HLW Engineering Group	Engineering Services	3194.00
Ia Dept of Nat Resources	Solid Waste Fee	6877.73
Iowa Waste Services LLC	Waste Disposal Fees	10653.64
Marne/Elk Horn Telephone	Telephone Service	4.09
Massena Telephone Company	Telephone/Internet Servic	163.10
Nishna Valley Pest Control LLC	Building Maintenance	160.00
Olsen Fuel Supply Inc	Fuel	65.10
The Office Stop	Office Supplies	72.90
Tradebe Env Services, LLC	HHW Expenses	8010.10
Visa	Miscellaneous	480.93
Ziegler Inc.	Parts/Service	1012.75
21st Century Cooperative ATTN:	Propane	205.71
Grand Total		403131.45

At 10:40 a.m. O'Brien moved, Pettinger second, to adjourn. All ayes. Meeting adjourned.

Next meeting March 25, 2025.