

Minutes

Cass County Board of Supervisors

Tuesday, June 17, 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.

O'Brien moved, Green seconded, to adopt the consent agenda including:

Minutes from the June 3, 2025 meeting

Claims

All ayes. Motion carried.

Green moved, O'Brien seconded, to approve the planned improvements of Landus' property pending a favorable ruling by the Board of Adjustment for the property as follows:

As part of Landus' ongoing effort to better serve their farmer owners in the Cass County and surrounding County areas, Landus has recognized a shortfall in storage space for anhydrous ammonia at the newly constructed facility South of the Landus Facility (formerly Wickman Chemical) located at 53597 650th Street, Atlantic, Iowa 50022. The newly constructed NH₃ facility with a 72,000-gallon NH₃ tank is positioned just west of the Landus building at 53751 650th Street, Atlantic, Iowa 50022.

Landus is proposing to add a 90,000-gallon NH₃ tank that will be relocated from a facility in Southern Minnesota and place it just West of the existing 72,000-gallon tank. The total capacity for the site would be 162,000 gallons. According to the Iowa Department of Agriculture and Land Stewardship, Landus is required to maintain 50-foot set back from the property line and maintain a 600-foot radius from any residential structure. Attached is a drawing showing location of tank with the setback and radius requirements, both of which are met with the installation of this tank. IDALS has already inspected the site and has no issues with adding the additional tank.

All ayes. Motion carried.

Jotham Arber, Executive Director of Cass/Guthrie County Environmental Health, presented the monthly report.

Anita Economic Development presented a request for a low-interest loan of \$250,000 - \$275,000 to install homes on 80% of the former trailer park which is now owned by Anita Economic Development. The board will consider acting on this request at their next regular meeting.

The board considered a proposal from Ahlers Cooney Attorneys for bond counsel services, but took no action.

Green moved, O'Brien seconded, to approve Resolution 2025-23 Adjustment to Medical Examiner Fees. Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

Richter moved, Green seconded, to approve the Rural Transit System Joint Participation Agreement with SWIPCO (SWITA) for Fiscal Year 2025-2026. All ayes. Nays: none. Motion carried.

Green moved, Richter seconded, to approve a payroll status change for Hannah Richter, Auditor's Clerk and Elections Specialist, to \$24.00 per hour effective June 16, 2025. All ayes. Motion carried.

Green moved, O'Brien seconded, to approve hiring Brook Lilly as Auditor's Clerk at the rate of \$23.00 per hour effective June 30, 2025. All ayes. Motion carried.

Pettinger moved, Green seconded, to renew the county engineer's contract for three years from June 30, 2025 until June 30, 2028. All ayes. Motion carried.

Trent Wolken, County Engineer, reviewed current road and equipment projects.

O'Brien moved, Green seconded, to approve Resolution 2025-24 setting Fiscal Year 2025-2026 Appropriations and Authorizing Transfers. Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

O'Brien moved, Pettinger seconded, to certify the annual base salary of deputies appointed by elected officials (Treasurer, Recorder, and Auditor) in accordance with Iowa Code 331.904(1)(1) as follows. Ayes: O'Brien, Pettinger, Green, Baier. Nays: Richter. Motion carried.

DEPARTMENT	EMPLOYEE NAME	OCCUPATION	RATE		% of ELECTED
Auditor	SOTHMAN, DORENE	DEPUTY AUDITOR - 1st Deputy	\$ 63,444.00	per year	85%
Auditor	Not Appointed	DEPUTY AUDITOR - 2nd Deputy	\$ -		
Recorder	WALLINGFORD, MARCI	DEPUTY RECORDER - 1st Deputy	\$ 62,424.00	per year	85%
Treasurer	LIDDELL, JORDAN	TREASURER'S DEPUTY - 1st Deputy (Tax)	\$ 62,424.00	per year	85%
Treasurer	MUELLER, STACY	TREASURER'S DEPUTY - Driver's License	\$ 62,424.00	per year	85%
Treasurer	WALLACE, CELESTE	TREASURER'S DEPUTY - Motor Vehicle	\$ 62,424.00	per year	85%

Green moved, Pettinger seconded, to certify the annual base salary of deputy sheriffs classified as exempt in accordance with Iowa Code 331.904(2)(c) as follows. All ayes. Motion carried.

DEPARTMENT	EMPLOYEE NAME	OCCUPATION	RATE		% of ELECTED
Sheriff	WALTON, SPENCER	CHIEF SHERIFF DEPUTY - 1st Deputy	\$94,182.00	per year	85%
Sheriff	MCLAREN, JOSHUA	SHERIFF SERGEANT - 2nd Deputy	\$86,426.00	per year	78%

O'Brien moved, Richter seconded, to set the annual base salary and wages of deputy sheriffs classified as non-exempt in accordance with Iowa Code 331.904(2)(d) and the union agreement as follows. All ayes. Motion carried.

DEPARTMENT	EMPLOYEE NAME	OCCUPATION	RATE		% of ELECTED
Sheriff	BARTHOLOMEW, BENJAMIN	DEPUTY INVESTIGATOR	\$81,993.00	per year	74%
Sheriff	OCHELTREE, SAWYER	DEPUTY SHERIFF	\$79,888.00	per year	70% + 3% DH
Sheriff	QUIST, KYLE	DEPUTY SHERIFF	\$77,561.00	per year	70%
Sheriff	REYNOLDS, JACOB	DEPUTY SHERIFF	\$77,561.00	per year	70%
Sheriff	TAYLOR, BRANDON	DEPUTY SHERIFF	\$81,993.00	per year	74%
Sheriff	WARD, CAMERON	DEPUTY SHERIFF	\$77,561.00	per year	70%

Green moved, O'Brien seconded to set the compensation of extra help and clerks appointed by the principal county officers in accordance with Iowa Code 331.904(4) as follows. All ayes. Motion carried.

DEPARTMENT	EMPLOYEE NAME	OCCUPATION	RATE		% of ELECTED
Extra Help and Clerks - Iowa Code 331.904(4)					
Attorney	GROVES, BEVERLY	ATTORNEY ASSISTANT	\$63,654.00	per year	
Attorney	JENSEN, EVA	ATTORNEY ASSISTANT	\$51,280.00	per year	
Attorney	SMITH, CALEB	OFFICE LIASON	\$55,466.00	per year	
Auditor	RICHTER, HANNAH	AUDITOR'S CLERK	\$24.00	per hour	

Auditor	LILLY, BROOK	AUDITOR'S CLERK	\$23.00	per hour
Courthouse	PROEHL, DANIEL	CUSTODIAN	\$26.00	per hour
IT	BERENS, SEAN	I.T.	\$77,100.00	per year
MH/GA	SCHULER, DEBBIE	DIR. MENT HEA/GEN AST	\$34.97	per hour
Secondary Rds	WOLKEN, TRENT	COUNTY ENGINEER	\$145,000.00	per year
Secondary Rds	RAY, ALICE	ENGINEER OFFICE MANAGER	\$63,444.00	per year
Secondary Rds	MITCHELL, JASON	ENGINEER TECH	\$29.91	per hour
Secondary Rds	VOGL, DENNIS	ENGINEER TECH	\$33.65	per hour
Secondary Rds	KNUDSEN, MARK	MAINTENANCE SUPERINT.	\$67,508.00	per year
Sheriff	WITZMAN, STEPHANIE	SHERIFF'S ASSISTANT	\$59,183.00	per year
Treasurer	LINFOR, STACIE	OFFICE ASSISTANT	\$23.31	per hour
Treasurer	DARROW, AMANDA	OFFICE ASSISTANT	\$20.81	per hour
Vets	HOLMES, MITCHELL	VETERANS DIRECTOR	\$60,634.00	per year
Weed Comm	DENNIS VOGL	WEED COMMISSIONER	\$30.00	per hour
Zoning	KENNON, MICHAEL	ZONING COORDINATOR	\$5,000.00	per year

Extra Help and Clerks - Iowa Code 331.904(4) & Employee Agreement

Secondary Rds	CHRISTENSEN, DAVID	DIST WORKING FOREMAN	\$28.76	per hour
Secondary Rds	HOLADAY, SCOTT	DIST WORKING FOREMAN	\$28.76	per hour
Secondary Rds	JUHL, RICHARD	DIST WORKING FOREMAN	\$28.76	per hour
Secondary Rds	STEFFEN, ANDREW	DIST WORKING FOREMAN	\$28.76	per hour
Secondary Rds	WILMETH, KYLE	DRAGLINE OPERATOR 3	\$28.11	per hour
Secondary Rds	MILLER, ETHAN	DRAGLINE OPERATOR 3	\$28.11	per hour
Secondary Rds	DORSCHER, MARTIN	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	GUSTAFSON, TONY	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	HANSEN, TRAVIS	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	KIRCHHOFF, COREY	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	OGLESBEE, STEPHEN	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	PECK, ROBERT	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	STOKLEY, JAMES	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	SAGER, TUCKER	RD EQUIPMENT OPERATOR 1	\$26.61	per hour
Secondary Rds	EILTS, CRAIG	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	ERICKSON, MICHAEL	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	HILL, MICHAEL	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	HOLADAY, DANIEL	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	HOOVER, RANDALL	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	JOHNSON, JOHN	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	SCHWANKE, GARRETT	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	SPRY, CLINT	RD EQUIPMENT OPERATOR 2	\$27.86	per hour
Secondary Rds	HOLSTE, CURTIS	SHOP WORKING FOREMAN	\$29.21	per hour
Secondary Rds	KIRCHNER, ROBERT	YARDMAN	\$26.86	per hour

Extra Help and Clerks - Iowa Code 331.904(4) & Union Agreement

Jail	CABLE, DOROTHY	JAILER	\$ 54,293.00	per year	49%
Jail	DOHERTY, AMANDA	JAILER	\$ 54,293.00	per year	49%
Jail	FAJEN, LAJEAN	JAILER	\$ 54,293.00	per year	49%
Jail	HANSEN, SHERRI	JAILER	\$ 54,293.00	per year	49%
Jail	MISNER, STACEY	LEAD JAILER	\$ 58,725.00	per year	53%
Jail	SCHWANKE, DARCY	JAILER	\$ 54,293.00	per year	49%
Jail	SYMONDS, CASEY	JAILER	\$ 54,293.00	per year	49%

O'Brien moved, Green seconded set the compensation of the jail administrator in accordance with Iowa Code 331.904(4) as follows. All ayes. Motion carried.

DEPARTMENT	EMPLOYEE NAME	OCCUPATION	RATE
Extra Help and Clerks - Iowa Code 331.904(4)			
Jail	WALTON, SPENCER	JAIL ADMINISTRATOR	\$4,286.00 per year

O'Brien moved, Green seconded, to set the single non-participation rate for health insurance premiums for January, 2026 – December, 2026 at \$143.96, and the family rate at \$498.19. All ayes. Motion carried.

Committee reports: Green on the landfill.

Reports filed: Clerk of Court

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

General Basic Fund

Access Systems, Inc.	Copier Contract	324.55
Access Systems, Inc.	Copier Contract	135.78
Anita Supply Center	Custodial Supplies	469.01
Anita Tribune Co Inc	Publishing	1002.99
Atlantic Municipal Utilities	Utilities	1091.67
Atlantic News Telegraph	Publishing	717.31
Sean Berens	Cellular Services	40.00
Bob Barker Company Inc	Provisions	1077.02
Brown Electric Company Inc	Electrical Repairs	149.20
Cappels	Supplies	500.75
Choice Printing LLC	Office Supplies	264.85
City of Atlantic	Ambulance Services	17362.49
City of Lewis	Utilities	310.28
Cook Sanitation	Sanitary Disposal	225.00
Cott Systems, Inc Valsoft	Maintenance/License	855.00
Culligan Soft Water Serv	Cooler Rent	63.00
DAIDA	Software Service	325.00
Ed's Lawn Equipment	Equipment Maintenance	24.00
Electronic Engineering Corp	Repair	72.50
Fareway Stores Inc	Food and Provisions	390.46
Griswold American Forsyth Publ	Publishing	282.10
Imaging Spectrum, Inc Pakor	Office Supplies	295.62
Indeed, Inc	Job Posting	150.00
Iowa State Bar Association	Dues	325.00
ISAC	Registration	795.00
ISSDA Financial Administration	Registration	125.00
Erik Johnson	Registration/Lodging	817.08
Kristy Libby	Registration/Lodging	976.12
Madison Lund	Mileage	358.45
Mail Services LLC	Postage	749.27
Mediacom	Telephone Services	1716.27
Meredith Communications LLC KS	Advertisements	1070.00
Mid Plains Properties LLC	Rent	400.00
Ted's Cooperative aka Midtown	Rent	400.00
MLK Real Estate LLC	Rent	400.00
Mark O'Brien	Office Equipment	24.55
ODP Business Solutions, LLC	Office Supplies	131.91
The Office Stop	Office Supplies	139.52
Per Mar Security Services Corp	Monitoring Services	364.44
Postmaster	Stamps	146.00
Brenda Pottebaum	Custodial Services	1185.00
Dan Proehl	Cellular Services	40.00
Purchase Power	Postage	5001.36
Quill Corporation	Office Supplies	652.40
Schumacher Elevator Co	Elevator Maintenance	278.85
SIRWA	Utilities	30.00

Steeple Jack & Jim Staats	Flag Pole Painting	945.00
Stone Office Products	Office Supplies	384.71
The Shredder Green Resource Ma	Shredding Services	84.00
Verizon Wireless	Cellular Service	926.85
Visa	Misc Expenses	3200.60
Visual Edge IT	Copier Contract	490.65
Wex Bank (Fleet)	Fuel	1471.14
Allison Wise CSR-RPR	Transcripts	538.50
General Supplemental Fund		
Cass County Sheriff	Notices	2284.02
Children's Square USA Christia	Juvenile Services	933.00
Public Safety Fund	County Contribution	39971.85
Purchase Power	Postage	731.19
SEAT Treasurer ISAC	Registration	275.00
Shelby County Auditor	Rent/Utilities/Custodial	1595.00
Rural Services Basic Fund		
Atlantic News Telegraph	Publishing	53.66
Cass Co Environ Landfill	Contribution	9630.00
Harkins Service LLC	Vehicle Maintenance	138.90
McAtee Tire Service Inc	Vehicle Maintenance	720.24
OReilly Auto Parts	Vehicle Maintenance	51.74
Secondary Road Fund	Reimburse Sec Rd Hours	60000.00
Darrel B Turner, PhD	Registration	750.00
Visa	Misc Expenses	1524.07
Wex Bank Fleet Services	Fuel	3490.53
Xtreme Auto	Vehicle Maintenance	322.80
Secondary Road Fund		
Agri Drain Corp	Supplies	150.79
AgriVision, LLC	Parts/Service	2835.98
Alliant Energy	Utilities	218.89
Allied Oil & Supply, Inc.	Oil/Supplies	3801.87
Ascendance Trucks, LLC Corpora	Parts/Repairs	36.91
Atlantic Ag & Auto LLC	Supplies	31.84
Botna Way Ag Supply LLC Nichol	Supplies	772.00
Bower Welding & FabricationLLC	Outside Services	797.91
Cintas LOC 749	Uniforms	232.10
Cook Sanitation	Sanitary Disposal	85.00
Diamond Mowers LLC	Expendable Parts	506.56
Griswold Communications	Telephone Service	37.98
McAtee Tire Service Inc	Tires/Tire Repair	3745.80
Mid American Energy	Intersection Lighting	6.21
Midwest Wheel Companies, Inc.	Expendable Parts	497.82
MTS, Inc. M & K Mills Tree Ser	Sanitary Disposal	30.00
Olsen Fuel Supply Inc	Fuel	25540.40
Purchase Power	Postage	2.76
RDO Truck Center, Co.	Parts/Service	3970.64
Road Builders, Inc.	Parts/Service	16559.07
Schildberg Construction, Inc.	Rock	113988.36
SIRWA	Water	30.00
Stone Office Products	Office Supplies	53.73
Summit Fire Protection	Outside Services	832.75
Tiger Mart Griswold Amoco LC	Fuel	184.80
Truck Center Companies Inc	Parts/Service	679.76
Unity Point Clinic-Occ Med	Testing	84.00
Verizon Wireless	Cellular Service	243.07
Visa	Misc Expenses	23.79
Westel Systems	Telephone Service	37.32
Ziegler Inc.	Parts/Service	1628.33
21st Century Cooperative ATTN:	Fuel	934.61
Sheriff Investigations		
Visa	Misc Expenses	14.00
Sheriff Investigations Federal		
Axon Enterprise	Software Licenses	20680.30
Local Option Tax Fund		

Anita Food Pantry	Contribution	100.00
Atlantic Food Pantry	Contribution	100.00
Brun Ko Farm	Plants	200.00
Cass Co Meals on Wheels	Contribution	650.00
Cumberland Care & Share	Contribution	100.00
KJAN	Advertising	116.19
The Lord's Cupboard	Contribution	100.00
Meredith Communications LLC KS	Advertising	250.00
Produce in the Park	Contribution	100.00
Rolling Acres Farm Denise A Ob	Plants	100.00
Co Attorney Special Revenue		
Bev Groves	Office Supplies	31.99
Local Emergency Mgmt Agency		
Mike Kennon	Fuel/Supplies	83.14
Stryker	First Aid Equipment	11713.68
Verizon Wireless	Cellular Service	81.48
Environmental Control Agn		
Cappels	Supplies	9.75
Culligan Soft Water Serv	Water	42.60
Hepler Curbside Recycling Inc	Contract Hauling	18893.70
Ia Dept of Nat Resources	Work Comp	5611.49
IMWCA	Work Comp	4342.00
Iowa Waste Services LLC	Waste Disposal Fees	19460.52
Lindeman Tractor, Inc.	Parts/Service	2.33
Marne/Elk Horn Telephone	Telephone Service	4.10
Massena Telephone Company	Telephone/Internet Servic	163.10
Microbac Laboratories, Inc. c/	Testing Fees	657.94
Olsen Fuel Supply Inc	Fuel	1413.70
Purchase Power	Postage	95.50
Secondary Road Fund	Reimburse Sec Rd Hours	500.00
Visa	Miscellaneous	712.67
Consrv LandAcq/Cap Imprvmnt		
Visa	Misc Expenses	328.04
Grand Total		438007.52

At 10:54 a.m. Richter moved, Pettinger seconded, to adjourn. All ayes. Meeting adjourned.

Next meeting July 1, 2025.