

Minutes

Cass County Board of Supervisors

Tuesday, October 21, 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 (by Zoom), Mark O'Brien and Bernard Pettinger. Absent: none.

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

- Minutes from the October 7, 2025 meeting
- Special Class C Retail Alcohol License for WineTime, LLC, Massena, IA
- Claims from October 1-15, 2025

All ayes. Motion carried.

Curtis Hamstra, CJCO with the 4th District Juvenile Court Services presented lease options for shared office space in Shelby County, but no action was taken.

The board discussed leasing Willow Heights (the former county farm) to a residential facility. Public input was received. No action was taken.

At 9:33 a.m., Baier recessed for the public hearing to consider vacating a section of Cass County Secondary Road described as:

That portion of Keystone Road, established as Road #8 of 1910, commencing 33 feet east of the N ¼ corner of Section 29, T76N, R36W, Grove Township, thence running along said section line approximately 2,585 feet east to a point 33 feet west of the NE corner of said section. Said road segment is 40 feet wide and centered on said section line and contains 2.37 acres.

O'Brien moved, Green seconded, to close the public hearing. All ayes. Motion carried. At 9:34 a.m., Baier closed the public hearing.

Pettinger moved, Green seconded, to approve Resolution Number 2025-34, Vacating a County Road Easement, Portion of Keystone Road. Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

At 9:35 a.m., Baier recessed for the public hearing to consider vacating a section of Cass County Secondary Road described as:

That portion of Jasper Road, established as Road #56 of 1872, commencing 33 feet east of the NW Corner NE ¼ NE ¼ of Section 19, T76N, R37W, Washington Township, thence running approximately 1,340 feet east to the NE corner of said section. Said road segment is 40 feet wide centered on said section line and contains 1.23 acres.

Green moved, Pettinger seconded, to close the public hearing. All ayes. Motion carried. At 9:39 a.m., Baier closed the public hearing.

O'Brien moved, Green seconded, to approve Resolution Number 2025-35, Vacating a County Road Easement, Portion of Jasper Road. Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

The Library Association presented their annual report.

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

Green moved, O'Brien seconded, to abate all taxes, penalty and interest on parcel # 300005488001000, owned by the City of Atlantic, as recommended by the County Treasurer in accordance with Iowa Code 445.63. All ayes. Motion carried.

Green moved, O'Brien seconded, to abate taxes on 1980 mobile home VIN number 14102330, Lot 74, that is no longer on the site in accordance with Iowa Code 445.16. All ayes. Motion carried.

Green moved, Pettinger seconded, to table consideration/approval of promotions and pay raises for County Treasurer's Clerks Stacie Linfor and Amanda Darrow. All ayes. Motion carried.

Micah Lee, Cass County Conservation Executive Director, presented the September 30, 2025 quarterly report.

Committee reports: Baier on Juvenile detention; Green and O'Brien on landfill.

Baier drew attention the annual weed commissioner's report that must be signed and sent to Iowa Department of Agriculture and Land Stewardship.

Reports filed: Clerk of Court and Weed Commissioner.

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

General Basic Fund

Access Systems, Inc.	Copier Contract	230.32
Alliant Energy	Utilities	106.19
Anita Tribune Co Inc	Publishing	797.43
Atlantic Municipal Utilities	Utilities	1145.75
Atlantic News Telegraph	Publishing	914.86
Sean Berens	Cellular Services	40.00
Camblin Plumbing & Heat, Inc.	Repairs	1504.39
Cappels	Supplies	313.99
Cass County Sheriff	Notices	255.10
Cass Health	Coroner Call	800.00
CDW Government, Inc	Equipment	3468.97
Central Iowa Dist. Inc.	Custodial Supplies	705.00
City of Atlantic	Ambulance Services	18230.63
City of Lewis	Utilities	46.67
Cook Sanitation	Sanitation Services	195.00
Cott Systems, Inc Valsoft	Maintenance/License	855.00
Culligan Soft Water Serv	Cooler Rent	63.00
DAIDA	Software Service	325.00
Terry Duggan	Mileage	23.13
Fareway Stores Inc	Food and Provisions	383.47
Five Q Innovations, LLC	Website Hosting	50.00
Griswold American Forsyth Publ	Publishing	488.05
Guthrie Co EnvironmentalHealth	Monthly Service	7909.20
Guthrie County Public Health	Grants	3665.05
ISAC	Registration	550.00
Erik Johnson	Coroner Call	250.00
Laverty Sanitation Brandon Lav	Sanitation Service	224.00
Mail Services LLC	Postage	760.41
McAtee Tire Service Inc	Tire Repair	75.00
Mediacom	Telephone Services	424.58
Meredith Communications LLC KS	Advertisements	744.00
ODP Business Solutions, LLC	Office Supplies	34.60
Brenda Pottebaum	Custodial Services	1140.00
Dan Proehl	Cellular Services	40.00
Professional Pest Control LLC	Pest Control	288.00
Quill Corporation	Office Supplies	69.99
Roland Funeral Services Inc	Indigent Burial	1500.00

Schmidt Family Funeral Home	Transport	700.00
Schumacher Elevator Co	Elevator Maintenance	278.85
Christine Short	Mileage	12.33
SIRWA	Utilities	30.00
Caleb Smith	Mileage	92.86
Verizon Wireless	Cellular Service	897.03
Visa	Misc Expenses	2015.05
Visual Edge IT	Copier Contract	200.16
Wex Bank (Fleet)	Fuel	937.60
MHDS Reimbursable Expense		
Access Systems, Inc.	Copier Contract	42.50
General Supplemental Fund		
Cass County EMA	Contribution	75000.00
Cass County Sheriff	Notices	1400.75
Henry M Adkins & Son Inc	Election Supplies	10809.89
IMWCA	Work Comp	3423.00
Montgomery County Sheriff	Notices	42.00
Public Safety Fund	County Contribution	37993.06
SWI Juvenile Emergency	Juvenile Services	31351.66
Rural Services Basic Fund		
Harkins Service LLC	Vehicle Maintenance	507.35
Horizon Jet Wash	Vehicle Maintenance	70.00
Iowa Dept of Public Safety ATT	Registration	250.00
Visa	Misc Expenses	627.31
Wex Bank Fleet Services	Fuel	3665.57
Xtreme Auto	Vehicle Maintenance	79.05
Secondary Road Fund		
Agriland FS, Inc.	Bulk Fuel	6488.04
AgriVision, LLC	Parts/Service	1227.33
Alliant Energy	Utilities	191.11
Anita Supply Center	Supplies	8.14
Atlantic Ag & Auto LLC	Supplies	509.45
Botna Way Ag Supply LLC Nichol	Supplies	5376.00
Browns Shoe Fit	Safety Supplies	2070.95
Calhoun-Burns & Assoc, Inc.	Consultant Fees	8196.23
Cass Health	Testing	27.00
Cintas LOC 749	Uniforms	216.16
Cook Sanitation	Sanitary Disposal	60.00
Denco Highway Const Corp	Crack Filling	32111.04
Dixon Construction Co	Contract Payment	177369.25
Duke Aerial Equipment Inc Duke	Outside Services	1808.64
Henningsen Constr Co Inc	Cold Patch	390.25
JJ Design, LLC	Supplies	42.25
Lindeman Tractor, Inc.	Parts/Service	1555.85
Massena Telephone Company	Telephone Service	33.67
McAtee Tire Service Inc	Tires/Tire Repair	16587.30
Mid American Energy	Intersection Lighting	6.26
MTS, Inc. M & K Mills Tree Ser	Sanitary Disposal	30.00
Murphy Tractor & Equip, Inc.	Parts/Service	2409.70
Olsen Fuel Supply Inc	Fuel	10441.92
Alice Ray	Miscellaneous	124.61
Road Builders, Inc.	Parts/Service	753.83
Schildberg Construction, Inc.	Rock	103148.36
SIRWA	Water	30.00
Tiger Mart Griswold Amoco LC	Fuel	54.91
Ultimate Lawn & Power LLC	Outside Services	14.99
Unity Point Clinic-Occ Med	Testing	210.00
Verizon Wireless	Cellular Service	237.09
Westel Systems	Telephone Service	37.46
Wyman's Carquest Wyman Auto Pa	Supplies	412.11
Ziegler Inc.	Parts/Service	3184.26
21st Century Cooperative ATTN:	Fuel	903.11
Sheriff Investigations		
Cass County Attorney	Forfeited Funds	410.60

Iowa Dept of Justice	Forfeited Funds	410.60
Visa	Misc Expenses	427.76
Local Option Tax Fund		
Cass Co Meals on Wheels	Contribution	650.00
Meredith Communications LLC KS	Advertisements	150.00
Visa	Misc Expenses	25.99
EMS Trust Fund 422D.6		
Midwest Medical Transport	Ambulance Services	54691.88
Capital Projects		
Green Acres Lawn & Landscaping	Lawn Care	1375.00
Valley Business Park Interest		
Cass/Atlantic Development Corp	Contribution	7500.00
Local Emergency Mgmt Agency		
Mike Kennon	Fuel/Supplies	61.92
Verizon Wireless	Cellular Service	78.55
Environmental Control Agn		
Atlantic Ag & Auto LLC	Parts/Supplies	138.54
Atlantic Tire & Wheel	Tires/Tire Repair	949.60
Auditor of State of Iowa Rob S	Auditing Services	175.00
Cappels	Supplies	21.58
Cass Health	Testing	211.00
Champlin Tire Recycling, Inc.	Tire Disposal	1723.30
Culligan Soft Water Serv	Water	42.60
Hepler Curbside Recycling Inc	Contract Hauling	19354.96
HLW Engineering Group	Engineering Services	2368.00
Ia Dept Agriculture & Land Ste	Scale License	84.00
Iowa Waste Services LLC	Waste Disposal Fees	21179.30
Marne/Elk Horn Telephone	Telephone Service	4.14
Massena Telephone Company	Telephone/Internet Servic	163.10
The Office Stop	Office Supplies	180.94
Olsen Fuel Supply Inc	Fuel	263.25
The Retrofit Companies, Inc.	Recycling	2661.09
Sindt Const & Tiling LLC	Outside Services	12580.00
Visa	Miscellaneous	617.70
Weirich Welding Plus LLC	Outside Services	218.28
Ziegler Inc.	Parts/Service	147.97
Grand Total		724176.72

At 11:34 a.m. O'Brien moved, Green second, to adjourn. All ayes. Meeting adjourned.

Next meeting Wednesday, November 12, 2025.