

Minutes

Cass County Board of Supervisors

Friday, January 2, 2026

The Cass County Board of Supervisors met for the annual organizational meeting in accordance with Iowa Code 331.213 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.

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

- Minutes from the December 16, 2025 regular meeting
- Minutes from the December 16, 2025 compensation board meeting
- Minutes from the December 19, 2025 compensation board meeting
- Claims from December 16-31, 2025

All ayes. Motion carried.

Pettinger moved, O'Brien seconded, to elect Steve Baier as the permanent chairperson. All ayes. Motion carried.

Green moved, Pettinger seconded, to elect Mark O'Brien as the permanent vice-chairperson. All ayes. Motion carried.

O'Brien moved, Richter seconded, to hold regular board meetings at 9:00 a.m. on the first and third Tuesdays, and other meetings as needed, with the use of Zoom. All ayes. Motion carried.

Pettinger moved, Green seconded, to name the Anita Tribune, Atlantic News Telegraph and Griswold American as official newspapers in accordance with Iowa Code 349.3. All ayes. Motion carried.

Richter moved, O'Brien seconded, to set the mileage reimbursement rate for employees and sheriff's civil processing at \$0.72 per mile (IA Code 70A.9). All ayes. Motion carried.

Green moved, O'Brien seconded, to set the medical examiner fees at \$200 for standard calls, \$400 for involved calls, and reimbursement for expenses incurred (IA Code 331.803). All ayes. Motion carried.

Pettinger moved, Richter second, to close the courthouse for the following 2026 holidays. All ayes. Motion carried.

Holiday	Day	Date
Memorial Day	Monday	5/25/2026
Independence Day	Friday	7/3/2026
Labor Day	Monday	9/7/2026
Veterans' Day	Wednesday	11/11/2026
Thanksgiving	Thursday	11/26/2026
Day After Thanksgiving	Friday	11/27/2026
Christmas	Friday	12/25/2026
New Year's Day	Friday	1/1/2027

O'Brien moved, Pettinger seconded, to set Christmas Eve hours for employees not covered by bargaining agreements at normal hours unless determined otherwise by department heads allowing employees to utilize comp time or personal leave options. All ayes. Motion carried.

Richter moved, Green seconded, to approve the county's Investment Policy as is. All ayes. Motion carried.

Pettinger moved, Green seconded, to authorize county officials to destroy records in their possession which have been on file for 10 or more years and are not required as permanent records (331.323(2)(d)). All ayes. Motion carried.

Green moved, O'Brien seconded, to approve Resolution Number 2026-01, Livestock Facility Construction Evaluation and use of the Master Matrix (IA Code 459.304(3)). Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

Pettinger moved, Green seconded, to approve Resolution Number 2026-02, Authorization of County Auditor to Issue Warrants (IA Code 331.506(3)). Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

Richter moved, Pettinger seconded, to approve Resolution 2026-03, Authorization for County Engineer to Close Secondary Roads. Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: None. Motion carried.

Green moved, Richter seconded to appoint the following to county property and employee committees. All ayes. Motion carried.

Property & Employee Committees	Member	Alternate	Yrs	End
Cass County Farm	Steve Baier, Bernard Pettinger		1	12/31/2026
Courthouse Committee	Mark O'Brien, Bernard Pettinger		1	12/31/2026
Law Enforcement Negotiations	Stephen Green, Mark O'Brien		1	12/31/2026
Secondary Roads Negotiations	Steve Baier, Mark O'Brien		1	12/31/2026
Safety Committee	Mark O'Brien, Bernard Pettinger		1	12/31/2026
Wellness Committee	Steve Green		1	12/31/2026

Green moved, O'Brien seconded, to appoint the following to Cass County committees. All ayes. Motion carried.

Cass County Committees	Member	Alternate	Yrs	End
Board of Health	Mark O'Brien	Wendy Richter	1	12/31/2026
Civil Service Commission	Vacant		6	12/31/2030
EMS (Emergency Medical Services) Advisory Council	Stephen Green		1	12/31/2026
Conservation Board	Mark O'Brien		1	12/31/2026
Conservation Board	Rich Govig		5	12/31/2030
911 Service Board	Mark O'Brien		1	12/31/2026
EMA Commission	Mark O'Brien	Steve Green	1	12/31/2026
Environmental Control Agency (Landfill/Transfer Station)	Stephen Green, Mark O'Brien		1	12/31/2026
Housing Commission	Steve Baier		1	12/31/2026
Housing Commission	Pat McCurdy, Phyllis Stakey		1	12/31/2026
Local Food Policy Council	Wendy Richter, Bernard Pettinger		1	12/31/2026
Medical Examiner	Elaine Berry		2	12/31/2027
Medical Examiner Deputies	Angela Weppler, MD, Jeals Brines, CO, Jill Pollpeter, MD,		2	12/31/2027

Medical Examiner Investigators	Tabetha Smith, RN, Erik Johnson, Kristy Libby, Madison Lund, RN, Andrea Stork, RN		2	12/31/2027
Public Safety Commission	Mark O'Brien, Stephen Green		1	12/31/2026
Resource Enhancement Committee (REAP)	Bernard Pettinger	Stephen Green	1	12/31/2026
Cass County Tourism	Wendy Richter	Stephen Green	1	12/31/2026
Zoning Board of Adjustment	Trevor Becker		5	12/31/2030
Zoning Commission	Jim Swanson		5	12/31/2029
Zoning Commission	Robin Waters		5	12/31/2030

Eminent Domain Compensation Commission:

Owner-Operator of Ag Property	Randy Euken		1	12/31/2026
Owner-Operator of Ag Property	David Williamson		1	12/31/2026
Owner-Operator of Ag Property	Billie Wilson		1	12/31/2026
Owner-Operator of Ag Property	Curtis Bierbaum		1	12/31/2026
Owner-Operator of Ag Property	Scott Leighton		1	12/31/2026
Owner-Operator of Ag Property	Ryan Rich		1	12/31/2026
Owner-Operator of Ag Property	Dennis Schwanke		1	12/31/2026
Owner-Operator of Ag Property	Justin Miller		1	12/31/2026
City/Town Property Owner	Deb Rosener		1	12/31/2026
City/Town Property Owner	Mary Anstey		1	12/31/2026
City/Town Property Owner	Randall McCunn		1	12/31/2026
City/Town Property Owner	Lynn Hansen		1	12/31/2026
City/Town Property Owner	Kevin Paulsen		1	12/31/2026
City/Town Property Owner	Vacant		1	12/31/2026
City/Town Property Owner	Vacant		1	12/31/2026
Knowledge of Property Values	Beverly Schelling		1	12/31/2026
Knowledge of Property Values	David Riedemann		1	12/31/2026
Knowledge of Property Values	Robert Gerlock Sr		1	12/31/2026
Knowledge of Property Values	Clint Freund		1	12/31/2026
Knowledge of Property Values	Larry Follmann		1	12/31/2026
Knowledge of Property Values	Vacant		1	12/31/2026
Knowledge of Property Values	Vacant		1	12/31/2026
Licensed Real Estate Person	Peter Smith		1	12/31/2026
Licensed Real Estate Person	Norma Hemphill		1	12/31/2026
Licensed Real Estate Person	Melissa Ihnen		1	12/31/2026
Licensed Real Estate Person	Krista Young		1	12/31/2026
Licensed Real Estate Person	Dennis Phillips		1	12/31/2026
Licensed Real Estate Person	Vacant		1	12/31/2026
Licensed Real Estate Person	Vacant		1	12/31/2026

Pettinger moved, Richter seconded, to appoint the following to local and regional committees. All ayes. Motion carried.

Local and Regional Committees Member Alternate Yrs End

Airport Tall Structure Zoning Board of Adjustment	Vacant		5	12/31/2029
CADCO	Stephen Green	Bernard Pettinger	1	12/31/2026
East Nishnabotna Watershed Management Coalition	Steve Baier	Stephen Green	1	12/31/2026
Fourth Judicial District Department of Correctional Services	Steve Baier	Stephen Green	1	12/31/2026
Golden Hills R.C. & D.	Steve Baier	Stephen Green	1	12/31/2026
Hungry Canyons Alliance (Rural Conservation and Development)	Steve Baier	Stephen Green	2	12/31/2027
Juvenile Detention Center and Emergency Juvenile Services	Steve Baier	Stephen Green	1	12/31/2026
Loess Hills Development and Conservation Authority	Steve Baier	Mark O'Brien	1	12/31/2026
Nishna Valley Trails	Stephen Green, Wendy Richter		1	12/31/2026
Southlawn Memory Gardens	Wendy Richter	Mark O'Brien	1	12/31/2026
Southwest Iowa Coalition	Steve Baier	Wendy Richter	1	12/31/2026
SWIPCO Policy Council (includes SWITA)	Steve Green & Rob Claussen	Wendy Richter & John Lund	1	12/31/2026
SWIPCO Regional Planning Affiliation 13 (RPA 13) Policy Committee	Bernard Pettinger	Steve Green	1	12/31/2026
Thriving Families Alliance	Wendy Richter		3	12/31/2028
West Central Community Action	Wendy Richter	Bernard Pettinger	1	12/31/2026
Western Iowa Tourism	Lora Kanning		2	12/31/2027
Zion Integrated Behavioral Health Services	Bernard Pettinger	Stephen Green	1	12/31/2026

Green moved, Pettinger seconded, to appoint Dennis Vogl as 2026 Weed Commissioner. All ayes. Motion carried.

O'Brien moved, Richter seconded, to approve joining the National Association of Counties (NACo) in 2026 with a membership fee of \$450. Ayes: 4, Nays: 1 (Green). Motion carried.

Green moved, O'Brien seconded, to approve the Iowa Department of Administrative Services lease of 601 Walnut Street, Suite 1. All ayes. Motion carried.

Green moved, Richter seconded, to approve a letter of support for Cass Health's grant application for a PET CT machine. All ayes. Motion carried.

County Engineer Trent Wolken had nothing to report.

Committee reports: O'Brien on conservation.

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

General Basic Fund

Access Systems, Inc.	Copier Contract	1112.01
Ahlers Cooney Attorneys	HR Legal Services	2190.00
Alliant Energy	Utilities	641.00
Amazon Business Amazon Capital	Office Supplies	320.32
Anita Tribune Co Inc	Publishing	663.18
Atlantic Fire Department	Inspection	223.00
Atlantic Municipal Utilities	Utilities	2051.45
Sean Berens	Shipping	86.25

Black Hills Energy	Utilities	161.52
Camblin Plumbing & Heat, Inc.	Repairs	754.58
Cappels	Supplies	59.73
Carroll Control Systems, Inc.	Boiler Repairs	180.00
Cass County Public Health	Grants	9033.34
Cass Health	Medical Care	1058.00
Century Link	Telephone Services	658.56
Choice Printing LLC	Office Supplies	230.95
Cintas First Aid & Safety D89	First Aid	251.65
City of Lewis	Utilities	69.00
City of Massena	Utilities	119.08
Cook Sanitation	Sanitary Disposal	195.00
DAIDA	Software Service	2125.50
Terry Duggan	Mileage	23.13
Farmers Electric Cooperative	Utilities	45.57
Stephen Green	Mileage	77.05
Griswold American Forsyth Publ	Publishing	475.37
Griswold Communications	Telephone Service	293.06
Guthrie Co EnvironmentalHealth	Monthly Service	4075.86
Guthrie County Public Health	Grants	3491.28
Hy-Vee Pharmacy Attn: Store Ch	Prescriptions	701.95
Hy-Vee, Inc. Accounts Receivab	Food and Provisions	2429.84
Iowa State Medical Examiner De	Medical Examiner	2174.00
Mail Services LLC	Postage	714.94
McAtee Tire Service Inc	Vehicle Maintenance	1038.00
Mediacom	Telephone Services	1326.28
Mid American Energy	Utilities	218.53
Nishnabotna Valley R E C	Utilities	318.70
Per Mar Security Services Corp	Monitoring Services	416.16
Pitney Bowes Inc	Postage	500.00
Police Legal Sciences Inc	Training	854.00
Roland Funeral Services Inc	Transport	909.00
Schumacher Elevator Co	Elevator Maintenance	290.00
Christine Short	Mileage	12.33
Stone Office Products	Office Equipment	503.12
The Shredder Green Resource Ma	Shredding Services	84.00
Verizon Wireless	Cellular Service	524.09
Visual Edge IT	Copier Contract	425.12
General Supplemental Fund		
Audubon County Sheriff	Notices	39.10
Christopher Baber	Compensation	45.00
Mason Chester	Compensation	50.50
Amy Davis	Compensation	39.00
Daniel Dorsey	Compensation	45.00
Joan Ehm	Compensation	60.00
Dustin Follmann	Compensation	56.00
Bev Groves	Mileage	103.89
Patty Hogue	Compensation	30.50
Andrea Liukkonen	Compensation	38.50
Jeffery Metheny	Compensation	46.00
Kiah Millard	Compensation	31.00
Kipp Namanny	Compensation	37.50
Diedra Nelson	Compensation	48.00
Pottawattamie Co Sheriff	Notices	40.00
Cleve Powell	Compensation	53.00
Connie Price	Compensation	31.00
Marcia Proctor	Compensation	31.00
Shawnell M Richter	Compensation	30.50
Charles Rudy	Compensation	36.00
Shelby County Auditor	Rent/Utilities/Custodial	2044.50
Danielle Smith	Compensation	30.50
Daniel Vargason	Compensation	31.00
Billie Jean Wilson	Compensation	51.00
Rural Services Basic Fund		

JD Wyman Service	Vehicle Maintenance	168.94
Per Mar Security Services Corp	Monitoring Services	36.00
Police Legal Sciences Inc	Training	1620.00
Secondary Road Fund		
Agriland FS, Inc.	Bulk Fuel	11155.84
Akin Building Center	Supplies	11.98
Alliant Energy	Utilities	1942.38
Anita Supply Center	Supplies	133.50
Atlantic Motor Supply Inc	Supplies	2437.63
Atlantic Municipal Utilities	Utilities	626.69
Bower Welding & FabricationLLC	Outside Services	311.50
Calhoun-Burns & Assoc, Inc.	Consultant Fees	2282.75
Cappels	Supplies	1503.67
Dave Christensen	Reimbursement	40.00
Des Moines Stamp Mfg Co	Office Supplies	88.00
Dixon Construction Co	Contract Payment	174231.49
Fareway Stores Inc	Supplies	96.97
Scott Holaday	Reimbursement	40.00
Curtis Holste	Reimbursement	40.00
Interstate Battery Systems of	Expendable Parts	597.28
Robert Kirchner	Reimbursement	40.00
Mark Knudsen	Reimbursement	40.00
Massena Telephone Company	Telephone Service	33.69
Midwest Wheel Companies, Inc.	Parts/Service	18.74
Ethan Miller	Reimbursement	40.00
Jason Mitchell	Reimbursement	40.00
Murphy Tractor & Equip, Inc.	Parts/Service	5177.26
Nishnabotna Valley R E C	Intersection Lighting	40.20
Andrew Steffen	Reimbursement	40.00
Steinbeck & Sons Inc.	Propane	1997.50
Western Engineering Co, Inc.	Sand	506.05
Kyle Wilmeth	Reimbursement	40.00
Trent Wolken	Reimbursement	40.00
Wyman's Carquest Wyman Auto Pa	Supplies	256.99
Ziegler Inc.	Parts/Service	7584.26
Local Option Tax Fund		
City of Atlantic	Cemetery Care	900.00
Capital Projects		
Atlantic Municipal Utilities	Utilities	1790.24
Local Emergency Mgmt Agency		
Iowa Emergency Mgmt Assoc	Membership	155.00
Mike Kennon	Fuel/Supplies	91.26
SWIPCO	Hazard Mitigation Plan	1324.00
Environmental Control Agn		
Atlantic Ag & Auto LLC	Parts/Supplies	402.78
Champlin Tire Recycling, Inc.	Tire Disposal	2037.89
Curtis Welding & Fab Inc Curt	Outside Services	5393.25
Farmers Electric Cooperative	Utilities	1814.85
Microbac Laboratories, Inc. c/	Testing Fees	33.89
Rockwell Repair	Outside Services	287.29
Secondary Road Fund	Reimburse Sec Rd Hours	500.00
The Office Stop	Office Supplies	44.96
Grand Total		275188.71

At 9:47 a.m. Pettinger moved, Green second, to adjourn. All ayes. Meeting adjourned.

Next meeting January 20, 2026.