

Minutes

Cass County Board of Supervisors

Tuesday, March 03, 2026

The Cass County Board of Supervisors met in regular session on Tuesday, March 03, 2026 at 9:00 A.M. in the Board Room of the Cass County Courthouse, Atlantic Iowa. The meeting was also available electronically via Zoom.

Call to Order and Roll Call: Chairperson Steve Baier called the meeting to order at 9:00 A.M.

Supervisors present: Steve Baier, Stephen Green, Wendy Richter and Bernard Pettinger.

Supervisor present via Zoom: Mark O'Brien

Supervisors absent: none.

The Pledge of Allegiance was recited.

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

- Minutes from the February 17, 2026 regular board meeting
- Minutes from the February 19, 2026 real estate work session
- Claims paid from February 17 – 27, 2026

All ayes. Motion carried.

Chairperson Baier opened the floor for public comment. No public comments were received.

Grace McAfee, Community Wellness Coordinator, provided a presentation regarding the Cass County Day of Service Training & Implementation Fund. She explained the purpose of the program is to support and strengthen volunteerism efforts within the community. Ms. McAfee also reviewed the eligibility requirements and outlined the application process for organizations interested in participating.

No action was taken.

The Board discussed the Fiscal Year 2025 Engagement Letter with Gronewold, Bell, Kyhnn & Co., P.C. Following discussion, the Board agreed to postpone consideration of the engagement letter to a future meeting.

The Board discussed the Release of Responsibility for maintenance of Crooked Creek Watershed Site 12-C-1 in Benton Township, T77N R25W Section 13, to Glenn Ellen Farms Inc. Motion by Pettinger, second by Green to approve the Release of Responsibility as presented. Ayes: 5. Nays: 0.

Motion carried.

The Board reviewed the 28E Agreement with Southwest Iowa Juvenile Emergency Service.

Motion by Green, second by Pettinger to approve the authorization of Board Chair to sign on behalf of the County. Ayes: 5. Nays: 0. Motion carried.

Motion by Richter, second by Green to set the public hearing on the proposed Fiscal Year 2027 tax levy for 9:00 a.m. on Tuesday, March 24, 2026. Ayes: 5. Nays: 0. Motion carried.

Motion by Pettinger, second by Richter to set the public hearing on the proposed Fiscal Year 2027 budget for 9:00 a.m. on Tuesday, April 14, 2026. Ayes: 5. Nays: 0. Motion carried.

Motion by O'Brien, second by Green to approve Resolution 2026-07, Implementing Temporary Vacancy Review Procedure for Approval to Fill Positions under Iowa Code § 331.903. Roll call vote – Ayes: Baier, Pettinger, Green, Richter, O'Brien. Nays: 0. Motion carried.

Mark Knudsen, County Maintenance Superintendent, reviewed current road and equipment projects. No action taken.

The following reports were filed: Recorder, Sheriff

Committee reports: Wendy Richter reported on Nishna Valley Trails and Thriving Families Alliance; Steve Green reported on Conservation

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

General Basic Fund		
Aaron Sindt Tree Service	Tree Trimming	380.00
Access Systems, Inc.	Copier Contract	1233.02
Access Systems, Inc.	Service Agreement	926.88
Ahlers Cooney Attorneys	HR Legal Services	1950.00
Alliant Energy	Utilities	1039.49
Amazon Business Amazon Capital	Office Supplies	106.88
Atlantic Municipal Utilities	Utilities	2034.35
Black Hills Energy	Utilities	345.71
Cappels	Supplies	317.88
Carroll Control Systems, Inc.	Boiler Repairs	1571.00
Cass Health	Medical Examiner	1050.00
Century Link	Telephone Services	658.22
Dream Blue Scuba	Repairs	1000.00
Terry Duggan	Mileage	24.85
Electronic Engineering Corp	Equipment	5943.25
Farmers Electric Cooperative	Utilities	48.28
Griswold American Forsyth Publ	Publishing	191.07
Guthrie County Public Health	Grants	5140.66
Hy-Vee Pharmacy Attn: Store Ch	Food and Provisions	174.95
Hy-Vee, Inc. Accounts Receivab	Food and Provisions	1241.85
Interior Touch Inc	Flooring	5568.48
Iowa County Recorders Assoc	Registration	200.00
Mediacom	Telephone Services	500.00
Mid American Energy	Utilities	322.01
Beverly Moffatt Moffatt Proper	Rent	400.00
Nishnabotna Valley R E C	Utilities	385.56
Bernard Pettinger	Mileage	152.50
Pitney Bowes Inc	Postage	847.80
Schmidt Family Funeral Home	Indigent Burial	1500.00
Christine Short	Mileage	13.25
Solutions, Harris Local Gov	Tech Support	11245.34
Stone Office Products	Office Supplies	1225.49
Susan Frye Court Reporting	Court Reporting	1525.75
Verizon Wireless	Cellular Service	476.38
Visual Edge IT	Copier Contract	490.20
Joretta Wendt C & J Rentals	Rent	300.00
General Supplemental Fund		
Child Saving Institute Attn: F	Shelter	5551.35
Griswold American Forsyth Publ	Publishing	129.50
Iowa Communities AssurancePool	Insurance	1107.00
SEAT Treasurer ISAC	Registration	150.00
Rural Services Basic Fund		
ATLAS Consulting Group LLC	Equipment	1487.75
Brown Auto Body LLC	Vehicle Maintenance	17463.51
Horizon Jet Wash	Vehicle Maintenance	70.00
Xtreme Auto	Vehicle Maintenance	85.75

Secondary Road Fund		
Agriland FS, Inc.	Bulk Fuel	13802.40
AgriVision, LLC	Parts/Service	2601.93
Alliant Energy	Utilities	2708.95
Asphalt Paving Association	Meeting Fees	420.00
Atlantic Ag & Auto LLC	Supplies	19.96
Atlantic Motor Supply Inc	Supplies	1520.07
Atlantic Municipal Utilities	Utilities	778.60
Bearings Plus	Expendable Parts	293.53
Botna Way Ag Supply LLC Nichol	Supplies	14867.50
Cappels	Supplies	375.07
Cass Health	Testing	53.00
Certified Testing Services Inc	Outside Services	5524.00
Dave Christensen	Reimbursement	40.00
Farm Service Coop	Supplies	267.25
Scott Holaday	Reimbursement	40.00
Curtis Holste	Reimbursement	40.00
Housby Mack Inc	Parts/Service	4170.92
Iowa Dept of Transportation	Outside Services	50.00
Robert Kirchner	Reimbursement	40.00
Mark Knudsen	Reimbursement	40.00
Midwest Wheel Companies, Inc.	Supplies	868.80
Ethan Miller	Reimbursement	40.00
Jason Mitchell	Reimbursement	40.00
Olsen's Outdoor Power Inc	Supplies	56.76
Andrew Steffen	Reimbursement	40.00
Steinbeck & Sons Inc.	Propane	387.00
Kyle Wilmeth	Reimbursement	40.00
Trent Wolken	Reimbursement	40.00
Wyman's Carquest Wyman Auto Pa	Supplies	46.12
Ziegler Inc.	Parts/Service/New Equip	113025.20
Sheriff Investigations		
Cass County Animal Clinic	K-9 Veterinary Care	225.50
Capital Projects		
Bierbaum Electric Corp	Repairs	2220.66
Local Emergency Mgmt Agency		
City of Council Bluffs City Tr	Hazmat 28E Agreement	3281.75
Mike Kennon	Fuel/Supplies	68.13
Environmental Control Agn		
Akin Building Center	Supplies	185.70
Cappels	Supplies	31.99
Farmers Electric Cooperative	Utilities	1934.94
Secondary Road Fund	Reimburse Sec Rd Hours	500.00
Grand Total		247261.69

Motion by Green, second by Pettinger to adjourn the meeting. All ayes. Motion Carried. The meeting adjourned at 9:52 A.M.