

**June 30, 2021**\_\_The Cass County Board of Supervisors met at 9:00 a.m. with all members present: Steve Baier, chair; Stephen Green, John Hartkopf, Mark O'Brien and Bernard Pettinger. Agenda upon motion by Pettinger, 2nd by Hartkopf was approved. Minutes of June 15, 2021 upon motion by Hartkopf, 2nd by O'Brien were approved.

Board discussed the position on the Cass County veteran affairs commission which ends 06/30. Five applications were received for the position. three female and two male. In accordance with Iowa Code the VA commissioners and director reviewed the applications for eligibility, gender, service, etc. After review, their recommendation is to appoint Christine Short.

Motion by O'Brien, 2nd by Green: to appoint Christine Short of Wiota to the Cass County Commission of Veteran Affairs for the 3-year term beginning 07/01/2021. Carried unanimously.

County Engineer reviewed current road projects.

Secondary Roads employees have approved a FY2022 bargaining unit agreement.

Motion by O'Brien, 2nd by Pettinger: to approve the FY2022 bargaining unit agreement with the Secondary Roads employees' group. Carried unanimously.

In March 2019 the position of a Cass County Wellness Coordinator (person to be a connector and bridge builder in Cass County between various working groups around community health initiatives) was created for FY2020. Agreement was renewed for FY2021. Renewing that agreement for FY2022 was discussed.

Motion by Green; 2nd by O'Brien to approve renewal of Partnership Agreement for FY2022 (as funding partner only) with the Cass County Agricultural Extension District, Cass County Memorial Hospital and the Nishna Valley Family YMCA for the purpose of creating, funding and overseeing a Wellness Coordinator position to serve the residents of Cass County. Carried unanimously.

Board discussed renewal of the lease of the 'Willow Heights' property.

Motion by Hartkopf, 2nd by Green: to lease the county property at 60191 Willow St. to Partnership for Progress for the fiscal year beginning July 1, 2021 at same terms as current lease. Carried unanimously.

In accordance with Iowa Code section 331.904(1) "The amount of the annual base salary of each deputy shall be certified by the principal officer (treasurer, recorder and auditor) to the board." The officers submitted certifications which were all determined to be less than or equal to the maximum limitation.

In accordance with Iowa Code section 331.904(2)(c) "The sheriff shall set the annual base salary of each deputy sheriff who is classified as exempt under the federal Fair Labor Standards Act of 1938". The salary submitted by the sheriff was determined to be less than or equal to the maximum limitation.

Motion by O'Brien, 2nd by Pettinger: to certify the following annual base salaries for FY2022 to the auditor:

Sheriff's First Deputy:	John Westering	\$70,834.00/year
Sergeant/Deputy	Tyler Shiels	\$65,000.00/year plus
	3% of \$29.11/hour (Road Deputy wage rate) as dog handler	
Sergeant/Deputy	Kyle Quist	\$65,000.00/year
Treasurer's Deputies:	McDermott, Ashley	\$53,998.00/year
	Nichols, Bethany	\$53,998.00/year
	Symonds, Julie A.	\$53,998.00/year
Recorder's Deputy:	Wallingford, Marci	\$53,363.00/year
Auditor's Deputies:	Karns, Sheri	\$53,998.00/year
	Anstey, Mary	\$53,998.00/year

Carried unanimously.

Beginning FY2013 the position of jail administrator has been given to the first deputy sheriff. Rather than hire a jail administrator, the sheriff and board determined it was more practical for the first deputy sheriff to perform jail administration duties and authorized supplement pay for the first deputy. The amount was set at \$5,000, including social security and IPERS. The county sheriff has requested that said supplement pay be continued.

Motion by O'Brien, 2nd by Green: For fiscal year 2022 to authorize supplement pay [IOWA CODE 331.904(2)(e)] to First Deputy Sheriff John Westering in the amount of

\$5,000 (including county share of social security and IPERS) for performing jail administration duties. Carried unanimously.

In accordance with Iowa Code section 331.904(2)(d) "The board shall set the annual base salaries of any deputy sheriffs who are not classified as exempt under the federal Fair Labor Standards Act of 1938, as amended. Upon certification by the sheriff, the board shall review, and may modify, the annual base salaries of the deputy sheriffs who are not classified as exempt."

Motion by Hartkopf, 2nd by Green: in accordance with union agreement to set the base salary for FY2022 of sheriff's road deputies at \$29.11/hr.: Preston Harter, Joshua McLaren and Jacob Reynolds; of dog handler at \$29.98: Timothy Olsen; and of investigator at \$30.61/hr.: Benjamin Bartholomew. Carried unanimously.

Motion by Pettinger, 2nd by O'Brien: in accordance with union agreement to set the following compensation schedule for base pay rates for FY2022:

Sheriff's assistant \$23.68/hr.: Joni Knudsen;  
Sheriff's civil processor \$24.48/hr.: Stephanie Witzman;  
Jailers \$20.70/hr.: Dorothy Cable, LaJean Fajen-Webb, Sherri Hansen, Susan Meier and Darcy Schwanke; and Lead Jailer \$22.70/hr.: Stacey Misner. Carried unanimously.

In accordance with section (331.904(4) "The board shall determine the compensation of extra help and clerks appointed by the principal county officers."

Motion by O'Brien, 2nd by Green to set the following compensation schedules for FY2022:

Secondary Roads: (Union scale except as noted) Laborer \$20.38/hr; Maintenance \$22.00/hr; Road Equipment Operator 1 \$22.30/hr; Road Equipment Operator 2 \$22.67/hr; Dragline Operator 3 \$23.32/hr; Working Foreman \$23.70/hr; Yardman \$22.55/hr; Mechanic \$24.15/hr; Shop Foreman \$24.81/hr; Rodman \$21.19/hr

Office	Employee	
Secondary Roads:	Wolken, Trent	114,556.20/year
	Hansen, Richard	67,446.48/year
	Ray, Alice	53,998.00/year
	Kinzie, Christian	25.19/hour
	Vogl, Dennis	29.07/hour
Zoning:	Hansen, Richard	5,724.48/year
Courthouse:	Proehl, Daniel	19.28/hour
Weed Commissioner:	Vogl, Dennis	30.00/hour
Veteran Affairs:	Holmes, Mitch	51,517.20/year
Attorney:	Groves, Beverly	54,558.00/year
	Maureen, Doherty	19.16/hour
	Jensen, Eva	43,273.00/year
Information Tech.	Goins, Andrea	66,161.28/year
Treasurer:	Bintner, Abigail	45,823.00/year
	Wittrock, Brandi	48,687.00/year
Gen. Assistance	Schuler, Deb	31,582.00/year
M H Advocate	Schuler, Deb	31,582.00/year

Carried unanimously.

MH / GA Coordinator Deb Schuler presented report on activity for the month of May.

Committee reports: Green- Landfill; Pettinger-Workforce Development; Hartkopf-Valley Business Park and CABEDA; Baier- Boost 4 Families, Juvenile Detention, 4th Judicial District and Nishnabotna Watershed Coalition.

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

**General Basic Fund**

Access Systems	Copier Contract	325.58
AgriVision	Hood	419.24
Ahlers Cooney Attorneys	Human Resource Legal Services	2040.72
Akin Building Center	Custodial Supplies	151.71
Alliant Energy	Utilities	181.13
Anita Tribune Co	Publishing	481.75
Atlantic City Clerk	Ambulance Services	5844.66
Atlantic Municipal Utilities	Utilities	1385.92
Atlantic News Telegraph	Publishing	932.00
Black Hills Energy	Utilities	39.60

Brown Electric Company	Electrical Repairs	205.56
Camblin Plumbing & Heating	Repairs	345.70
Cappels	Supplies	82.21
Cass Co Fair Board	Plaque	15.00
Cass County Health Systems	Coroner Call	200.00
CCMH Public Health	Grants	1583.01
Central Iowa Dist.	Custodial Supplies	102.66
Century Link	Service	557.65
Choice Printing	Office Supplies	762.66
Cook Sanitation	Sanitary Disposal	150.00
Cott Systems	Maintenance/License	660.00
Counsel Office & Documents	Copier Contract	102.37
County Binders	Book Repair	2000.00
Dell Marketing	Computers	4042.02
District IV Treas Association	Registration	15.00
Terry Duggan	Mileage	15.54
Electronic Engineering Corp	Service	1126.00
Fareway Stores	Jail Provisions	405.85
Farmers Electric Cooperative	Utilities	47.80
First National Bank	Misc Expenses	1343.50
Andrea Goins	Mileage	50.67
Griswold American	Publishing	465.36
Griswold Communications	Telephone Service	235.17
Kenneth Harrison	Mileage	12.30
Mitch Holmes	Office Equipment	501.84
Hy-Vee Pharmacy	Medication	94.98
Hy-Vee	EE Supplies	1110.89
Iowa Dept of Inspections & App	Service	100.00
ISCTA IA State Co Treasurers A	Dues	250.00
Jacobsen's Inc of Adair	Parts	46.00
Lora Kanning	Mileage	11.47
KJAN	Advertisement	2500.00
Rollie Landsness	Trails Maps	182.00
Laverty Sanitation	Sanitation Expense	190.00
Lowrey Family Rentals	Rent	400.00
Mail Services	Print & Postage	5116.05
Mediacom	Telephone Services	1393.82
Meredith Communications	Advertisement	2500.00
Mid American Energy	Utilities	140.23
NACCTFO Shiela Miller	Dues	75.00
Nishnabotna Valley R E C	Utilities	780.41
Office Depot	supplies	83.01
Office Stop	Office Supplies	301.21
OReilly Auto Parts	Parts	41.51
Orscheln's	Vehicle Maintenance	76.43
Outfitters Plus	Jail	548.62
Pat Lewis Trucking	Rock Haul	1200.00
Pitney Bowes	Office Supplies	543.95
Postmaster	Postage	240.00
Quill Corporation	Office Supplies	104.95
Schildberg Construction	Rock	2665.25
Ron Schroeder	Rent	475.00
Southwest Iowa Tiling	Sewage Pump	600.00
State Hygienic Laboratory	Water Testing	33.50
Stone Office Products	Envelopes	6.87
SW Rentals	Rent	400.00
The Shredder	Shredding Services	72.00
U.S. Bank Equipment Finance	Copier Lease	136.66
Verizon Wireless	Cellular Service	1558.74
<b><u>General Supplemental Fund</u></b>		
Public Safety Fund	County Contribution	33862.02
Weimer Law	Juvenile Services	2000.00
Woodward Youth Corp	Shelter Care Services	373.20

**Rural Services Basic Fund**

ACGS	Supplies	24.99
Browns Shoe Fit	Service	180.00
Cappels	supplies	639.13
Preston Harter	Service	9.00
Horizon Jet Wash	Service	35.00
Jones Automotive	Labor	1669.46
OReilly Auto Parts	Maintenance	5.99
Dennis Vogl	Mileage	151.65

**Secondary Road Fund**

Agriland FS	Bulk Fuel	15092.97
AgriVision	Parts/Service	352.78
Akin Building Center	Supplies	19.98
Alliant Energy	Utilities	300.63
Allied Oil & Supply	Oil/Supplies	2854.95
Atlantic Motor Supply	Supplies	2264.05
Atlantic Municipal Utilities	Utilities	269.70
Leo Beschorner	Cellular Reimbursement	40.00
Botna Way Ag Supply	Supplies	281.00
Calhoun-Burns & Assoc	Consultant Fees	8180.02
Cappels	Supplies	879.69
Dave Christensen	Cellular Reimbursement	40.00
Eds Wire Rope & Rigging	Supplies	253.00
Filter Care of Nebraska	Outside Services	85.65
Garrett Frame	Cellular Reimbursement	40.00
Richard E Hansen	Cellular Reimbursement	40.00
Henningsen Constr Co	Cold Patch	187.05
Scott Holaday	Cellular Reimbursement	40.00
Curtis Holste	Cellular Reimbursement	40.00
Housby Mack Inc	Expendable Parts	1019.28
Interstate Battery Systems	Expendable Parts	140.95
Christian Kinzie	Cellular Reimbursement	40.00
Mark Knudsen	Cellular Reimbursement	40.00
Lyman Ag Supply Inc.	Supplies	557.50
Massena Ag Supply	Supplies	85.42
Massena Telephone Company	Telephone Service	33.21
McAtee Tire Service	Tires/Tire Repair	315.00
Metal Culverts	Pipe	31316.20
Murphy Tractor & Equip	New Equipment	173269.00
Pattison Sand Company	Rock	52046.80
Road Builders	Parts/Service	2560.84
SIRWA	Water	34.50
Andrew Steffen	Cellular Reimbursement	40.00
Truck Center Companies	Parts/Service	1092.44
Van Wall Equipment	Expendable Parts	14.05
Trent Wolken	Reimbursement	40.00
Wyman's Carquest	Supplies	49.56
Ziegler	Parts/Service/New Equipme	274722.91

**Local Option Tax Fund**

A-Town Smoke Shack	Food For All	357.24
Brun Ko Farm	Food For All	198.00
Cass Co Environ Landfill	Per Capita Fee	10650.00
Hy-Vee	Food For All	9187.80
Southwest Iowa Egg Coop	Food For All	465.00

**Capital Projects**

Berg Electric	Electrical Repairs	988.49
Per Mar Security Services	Monitoring Services	70.56

**Local Emergency Mgmt Agency**

Anita Supply Center	Gloves	3735.00
CDW Government	Equipment	68.49
Dell Marketing	Computer	879.99
First National Bank	Misc Expenses	103.63
Grainger Dept.	PPE Supplies	6980.82

Mike Kennon	Fuel	59.68
McAtee Tire Service	Tire Repair	29.95
Verizon Wireless	Cellular Service	81.59
Windstream	Telephone Service	54.71
<b><u>Environmental Control Agn</u></b>		
Accent Wire-Tie	Supplies	615.17
AgriVision	Parts/Service	4082.32
Akin Building Center	Supplies	24.95
Cappels	Supplies	42.98
Cass County Health Systems	Testing	464.00
Central States Wire Products	Supplies	7360.07
Ed's Lawn Equipment	Outside Services	72.76
Evora Consulting	Engineering Services	4992.50
Hydro-Klean	Leachate Work	3520.00
Nishna Valley Pest Control	Building Maintenance	150.00
Precision Applicators	Leachate Hauling	22200.00
Secondary Road Fund	Reimburse Sec Rd Hours	500.00
Ziegler	Parts/Service	38800.82
<b><u>Consrv LandAcq/Cap Imprvmnt</u></b>		
Atlantic Pest Control	Extermination Services	50.00
First National Bank	Misc Expenses	342.70
Meeting adjourned.		