

**April 7, 2003**

The Mahaska County Board of Supervisors met on the above date at 9:00 a.m. in the third floor conference room of the Mahaska County courthouse. Present were the following board members: Lawrence Rouw and Greg Gordy. Also present were the following: Joleen Arnold, Mahaska County CPC; Lori Faybik, Ottumwa Courier; Jason Exkorn, KBOE Radio; Steve Thomas, Mahaska County Landfill; Bryan Latchaw, RAGBRIA Committee; Jon Lubke, GIS Coordinator; Jerome Nusbaum, County Engineer; Jay Christensen, Mahaska County Health Partnership; Norman VanMersbergen; VM Pork; Kay Swanson, County Auditor. Henry W. VanWeelden, board member came at 10:30 a.m.

Chairman Gordy opened the meeting with a moment of silence.

It was moved by Rouw seconded by Gordy to approve the agenda with the following additions: Appointment to Civil Service Commission; Maintenance and Snow removal at the Senior Center; Speed limit on Lincoln Avenue. All present voted aye. Motion carried.

It was moved by Rouw seconded by Gordy to approve the bills for March in the amount of \$878,620.76 and payroll in the amount of \$401,063.65. All present voted aye. Motion carried.

It was moved by Gordy seconded by Rouw to approve the 3<sup>rd</sup> quarter ending March 31<sup>st</sup> quarterly reports for fiscal year 2003 for the Sheriff and Auditor. All present voted aye. Motion carried.

Discussed with Steve Thomas from the Landfill that when they advertised the tire pick-up days. To also list that the public could bring white goods to be disposed at the same time as they do the tires.

It was moved by Rouw seconded by Gordy to approve the following Equal Opportunity Policy Statement. All present voted aye. Motion carried.

### **EQUAL OPPORTUNITY POLICY STATEMENT**

It is the policy of MAHASKA COUNTY, IOWA to provide equal opportunity to all employees, applicants and program beneficiaries; to provide equal opportunity for advancement of employees; to provide program and employment facilities which are accessible to the handicapped; and to administer its programs in a manner which does not discriminate against any person because of race, creed, color, religion, sex, national origin, handicap, age, political affiliation, or citizenship.

The BOARD OF SUPERVISORS has ultimate responsibility for the overall administration of the affirmative action/equal opportunity program. The total integration of equal opportunity into all parts of personnel and program management is the BOARD

OF SUPERVISORS responsibility. The BOARD OF SUPERVISORS will review all policies and procedures as they affect equal opportunity and affirmative action and ensure compliance with relevant federal and state statutes.

The right of appeal and recourse is guaranteed by the COUNTY. Any person who feels that he or she has been denied employment, participation, representation, or services in any program administered by the COUNTY because of race, creed, color, religion, sex, national origin, age, handicap, political affiliation, disability or citizenship has the right to file an equal opportunity complaint. Information and assistance relative to equal opportunity complaints shall be provided by the BOARD OF SUPERVISORS, who can be contacted at: MAHASKA COUNTY COURTHOUSE, OSKALOOSA, IA 52577.

This Equal Opportunity Policy of the COUNTY shall be posted in conspicuous places within the facility, distributed to all employees, contractors, and to the chairpersons of all advisory and policy-making groups.

PASSED, ADOPTED, AND APPROVED this 7<sup>th</sup> day of April, 2003.

MAHASKA COUNTY, IOWA  
s/ Greg Gordy  
Chairman, Board of Supervisors

ATTEST: s/Kay Swanson  
County Auditor

It was moved by Rouw seconded by Gordy to approve the Veterans Affairs Commission's Report for February 2003. All present voted aye. Motion carried.

Jay Christensen from Mahaska County Health Partnership discussed the matter of refinancing the 1993 General Obligation Hospital Notes dated August 1, 1993 with the board. This would save approximately \$180,000 for this project. It was moved by Gordy seconded by Rouw to approve that the hospital proceed with the refinancing. All present voted aye. Motion carried.

During input from the public: Bryan Latchaw spoke to the board about the RAGBRAI coming to Oskaloosa on July 23, 2003 about the need to have an ordinance to limit vendors to Mahaska County Vendors. He will send the board a draft ordinance.

It was moved by Gordy seconded by Rouw to adopt the following case management policy and procedures. All present voted aye. Motion carried.

**POLICY AND PROCEDURES:**

1. The Mahaska County Board of Supervisors has adopted the following statements of the programs mission and values.

MISSION STATEMENT:

The Targeted Case Management program; Mahaska County Case Management (MCCM) is an individually centered, family and community focused process through which clients are assisted in identifying, securing, and sustaining resources necessary to live in a normally interdependent way in the community.

OPERATING PRINCIPLES/VALUES STATEMENTS:

- a. The Targeted Case Management Process focuses on the individual using service's strengths, interests, abilities, and competencies.
- b. The targeted case management process takes place in the community.
- c. The client is viewed as the director of the Targeted Case Management process.
- d. The relationship between the client and case manager is primary and essential.
- e. Targeted Case Management is based upon effective communication in providing information to the individual, their family and those providing services.
- f. Targeted Case Management provides for the individual's maximum participation in the decision making process.
- g. Targeted Case Management involves the individual, families, guardians and other professionals/agencies in identifying, developing, implementing and monitoring comprehensive plans.
- h. The community is viewed as a resource, not as an obstacle.
- i. Targeted Case Management facilitates access to available public and private resources.
- j. Targeted Case Management advocates for resources to meet the current and future needs of individuals.
- k. Targeted Case Management strives to attain a greater level on integration of the individual into the community.
- l. Targeted Case Management is confidential and professional.

There were two business associate agreements to be given to the Privacy Officer for HIPPA.

Joleen Arnold, Mahaska County CPC discussed a pharmacy bill for a client in the Clinton County Jail. She will write a letter to them explaining our policy.

It was moved by Gordy seconded by Rouw to reappoint Kenneth VanGilst to the Civil Service Commission beginning January 1, 2003. This a six year term expiring December 31, 2008. All present voted aye. Motion carried.

It was moved by Gordy seconded by Rouw to approve the signing of the Iowa Department of Transportation plans of proposed improvement on the Farm-To-Market Road System Mahaska County for project FM-CO62(42)—55-62. This project is located

beginning approx. 2 mi. north of the intersection of Hwy 92 and County Road V-13 thence northerly 4.4 miles to the intersection of County Road V-13 and County Road G-29. All present voted aye. Motion carried.

It was moved by Rouw seconded by Gordy to approve the request of the sheriff to change the status of Kathy Anderson's position from jailer to clerical in the civil division of the Sheriff's Office. Her salary will be \$22,460.00 effective March 24, 2003. All present voted aye. Motion carried.

It was moved by Rouw seconded by Gordy to approve the request of the sheriff to place Christina Michelle Jackson on the jail payroll effective March 31, 2003 at a salary of \$21,930.00 and to place Tricia McElderry on the payroll part-time effective March 28, 2003 at \$8.00 per hour as needed. All present voted aye. Motion carried.

It was moved by Rouw seconded by Gordy to approve the recommendation of the engineer to approve the subdivision plat for Cyphers Addition a Sub-division of part of Lot 3 of Garner's Addition of the SE ¼ Section 13, Township 75 North, Range 15 West. All present voted aye. Motion carried.

It was moved by Gordy seconded by Rouw to approve the secondary road department's assistance with clean-up days in New Sharon on May 1<sup>st</sup> and 2<sup>nd</sup> and in Leighton on April 25<sup>th</sup> in the morning. All present voted aye. Motion carried.

The engineer discussed the matter of moving a speed limit sign on Lincoln Avenue. It has been requested that it be moved further to the north. The engineer will check on this matter.

It was moved by Gordy seconded by Rouw to set the hearing date for a vacation of county road on May 5, 2003. All present voted aye. Motion carried.

It was moved by Rouw seconded by Gordy to set the hearing date for road classification change on May 5, 2003. All present voted aye. Motion carried.

Henry W. VanWeelden came at 10:25 a.m.

10:30 a.m. It was moved by Rouw seconded by Gordy to open the public hearing for an Application Expansion for Construction Permit and Manure Management Plan with the DNR for V.M. Pork, Norman VanMersbergen. All present voted aye. Motion carried. There were no written or oral comments. It was moved by Rouw seconded by Gordy to close the public hearing. All present voted aye. Motion carried.

It was moved by Gordy seconded by VanWeelden to approve the contract from McCulley Culvert for RCB Culvert RPLC – Twin Box project BROS-CO62(40)—5F-62. All present voted aye. Motion carried.

It was moved by VanWeelden seconded by Rouw to approve the request of the engineer to place Justin Ray DeJong on the payroll as summer intern beginning May 27, 2003 at \$8.00 per hour. All present voted aye. Motion carried.

The board discussed the Laveen Avenue near where the new school will be located. It will be necessary to do some ditch work in that area.

It was moved by VanWeelden seconded by Rouw to approve the Iowa Department of Transportation Secondary Road 2004 Fiscal Year budget. All present voted aye. Motion carried.

It was moved by Rouw seconded VanWeelden to approve the Iowa Department of Transportation Secondary Road Construction Program for Fiscal Year 2004. All present voted aye. Motion carried.

It was moved by VanWeelden seconded by Gordy to approve the minutes of the March 17<sup>th</sup> meeting. All present voted aye. Motion carried.

It was moved by VanWeelden seconded by Rouw to approve the following resolution. All present voted aye. Motion carried.

### **RESOLUTION**

We the Mahaska County Board of Supervisors, as a member of Regional Utility Service Systems (RUSS), do hereby approve and authorize RUSS to enter into a "Joint Agreement for the Erection, Maintenance, and Operation of Plants and Systems for Sanitary Sewer Services" with the City of Webster, Iowa.

#### Approval of Supervisors

s/Greg Gordy	04/07/2003
s/Lawrence Rouw	04/07/2003
s/Henry W. VanWeelden	04/07/2003

Attest: s/Kay Swanson  
County Auditor

The board discussed the matter of snow removal and maintenance work at the Senior Citizen's Center. They will need to get their own maintenance person.

The board discussed the matter of 275<sup>th</sup> Street. No decisions were made at this meeting.

It was moved by Rouw seconded by VanWeelden to adjourn. All present voted aye. Motion carried.

Work session with the engineer:

It was moved by VanWeelden seconded by Rouw to reopen the regular session. All present voted aye. Motion carried.

It was moved by VanWeelden seconded by Rouw to go into closed session pursuant to chapter 21.5 1c of the Code of Iowa. All present voted aye. Motion carried. Time was 12:02 p.m. 12:32 p.m. It was moved by VanWeelden seconded by Rouw to return to open session. All present voted aye. Motion carried.

It was moved by Rouw seconded by VanWeelden to adjourn. All present voted aye. Motion carried.

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Greg Gordy, Chairperson  
Mahaska County Board of Supervisors

ATTEST: \_\_\_\_\_  
Kay Swanson, County Auditor