

May 2, 2016

The Mahaska County Board of Supervisors met in regular session 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: Chairman ó Henry VanWeelden; Vice chairman ó Mike Vander Molen; Member ó Mark Doland. Also present were Eduardo Zamarripa, Jason Madison, CRI; Ginger Allsup, Osky News; Emery Songer, KBOE; Dave Shanahan, County Engineer; Joe Durian, Veteranø Affairs; Connie Van Polen, Treasurerø office; Michael Schrock; Beth Danowsky; Alven Meppelink; Crystal Jimenez-Boender; Mark Groenendyk; and Susan Brown, Mahaska County Auditor.

This meeting was filmed by Communications Research Institute of William Penn University.

Chairman VanWeelden opened the meeting at 9:00 a.m. with a moment of silence.

It was moved by Doland seconded by Vander Molen to approve the agenda for todayø meeting. All present voted aye. Motion carried.

It was moved by Doland seconded by Vander Molen to open public hearing regarding Ordinance #25. All present voted aye. Motion carried. Engineer Shanahan explained the ordinance is needed to spell out the design criteria for Mahaska County road construction and reconstruction. There were no comments. It was moved by Doland seconded by Vander Molen to close public hearing. All present voted aye. Motion carried.

It was moved by Vander Molen seconded by Doland to approve the 1st reading of Ordinance #25. All present voted aye. Motion carried.

It was moved by Vander Molen seconded by Doland to approve the minutes of April 18th meeting. All present voted aye. Motion carried.

It was moved by Vander Molen seconded by Doland to approve April bills in the amount of \$670,030,01. All present voted aye. Motion carried.

It was moved by Doland seconded by Vander Molen to approve use of the county flag pole in front of the courthouse during a downtown Memorial Day ceremony sponsored by the Mahaska Memorial Day Committee. All present voted aye. Motion carried.

It was moved by Doland seconded by Vander Molen to abate taxes for two properties in Oskaloosa (115 5th Ave W and 612 5th Ave W) that the city is taking title to through abandonment process. The County cannot take the parcels to tax sale. County attorney recommended they be abated. All present voted aye. Motion carried.

It was moved by Doland seconded by Vander Molen to approve overhead electrical easements for MidAmerican Energy on county property near Truax (Tract No. MAH-013) and Conservation property near Galeston Ave (Tract No. MAH-013B).

It was moved by Vander Molen seconded by Doland to approve the following resolution. All present voted aye. Motion carried.

RESOLUTION No. 2016-09
PROCUREMENT POLICY
MAHASKA COUNTY ENGINEER/SECONDARY ROAD DEPARTMENT

WHEREAS: This Procurement Policy shall take effect upon adoption by the Mahaska County Board of Supervisors herein called "Board" and shall remain in effect until amended by the Board. This Procurement policy shall cover the Mahaska County Engineer's Office and Secondary Road Department(s).

WHEREAS: Two (2) or more written proposals may be solicited on purchases for an item or group of items when it is felt that it is advantageous to the Board and Mahaska County Secondary Road Department. Purchases are to be approved by the Department Head. All proposals must be in writing whether typed or in ink.

WHEREAS: If no proposal is required as outlined in the Code of Iowa, it is recommended, but not required, that quotes be received on these items. The Department Head, or their designee, shall determine if the purchase is in the best interest of Mahaska County and whether quotes will be required.

WHEREAS: The Board shall have the authority to approve and enter into contract purchases for the County when the Department Head and the Board determine it is necessary. The Board and/or Department Head shall determine if it is in the best interest of the County to enter into such a contract and award the contract based on what is determined to be in the best interest of the County. Mahaska County reserves the right to reject any or all of the proposals or bids associated to a contractual agreement.

WHEREAS: Purchase orders may be allowed with the approval of the Department Head or Board, but are not required.

WHEREAS: The Board may have the authority to approve and enter into lease agreements for the County when the Department Head and the Board determine it is necessary.

WHEREAS: Emergency purchases may be made by the Department Head or the Board if situations or circumstances have arisen where immediate action is needed for the betterment of the public. In emergency situations, this policy may not be followed and the Department Head may purchase as necessary.

NOW THEREFORE LET IT BE RESOLVED: The Department Head, or their designee, shall approve all purchases whenever practical and feasible. Chapter 26 and Section 331.341 of the Code of Iowa will be followed on all applicable purchases. All other appropriate sections of the Code of Iowa shall also apply.

For the purpose of this Resolution, the following definitions shall apply.

- "Board" shall mean the Mahaska County Board of Supervisors.
- "Department" shall mean the Mahaska County Engineer's Office which includes the Secondary Road Department.
- "Department Head" shall mean the Mahaska County Engineer, appointed by the Mahaska County Board of Supervisors, or a person selected as a designee for the department for the purpose of investigating, making and verifying purchases.
- "Proposal" shall mean a price given by a vendor for the supplies, material, equipment and services, as described to the vendor, but does not mean an authorization to ship.
- "Purchase Order" shall mean an authorization signed in advance by at least one member of the Board or Department Head for a vendor to deliver the supplies, material, equipment and/or services listed on the purchase requisition.

Passed and approved this 2nd day of May, 2016.

It was moved by Vander Molen seconded by Doland to approve the following resolution. Aye ó Doland, Vander Molen. Nay ó VanWeelden Motion carried.

RESOLUTION No. 2016-10
RESOLUTION TO AMEND THE MAHASKA COUNTY SECONDARY ROAD
BUDGET TO COVER UNFORSEEN COSTS INCURRED DURING FY 15/16

WHEREAS: Due to unforeseen circumstances that occurred during the FY2015/2016 year, Mahaska County Secondary Road Department encountered a series of events that required spending more than the original amount budgeted.

WHEREAS: The first was the excessive amount of rock needed to be placed on roads due to the severe frost boil issues that sprang up early last year and through a good portion of the summer months. Again in the fall of 2015, Mahaska County again fell prey to substantially more fall rain which again caused the need to apply more rock than in normal years. These events plus the price increases in rock has pushed the expenditures well past the budgeted amount and we still have 2 month plus of the year to make it through.

WHEREAS: The second situation was the loss of a snowplow/dump truck in early August of 2015 to a fatal accident. The truck was destroyed and had to be replaced. The truck was ordered and has arrived and is in use. The cost of the truck was approximately \$200,000.00. In addition to the truck cost from this accident it was decided to put stop conditions on all intersections in the county that were not signed. This has added another \$25,000.00 to the sign budget.

WHEREAS: The signs and additional rock affect the Roadway Maintenance DOT code by exceeding this segment of the roadway more than 10%. This section is listed as 71X on the DOT budget breakdown.

WHEREAS: The cost to replace the truck limited the amount of funds that could be transferred from the Equipment Maintenance section of the budget.

NOW THEREFORE LET IT BE RESOLVED: Mahaska County is requesting the total budget be amended to allow for an additional amount of \$500,000.00 be added to the Roadway Maintenance portion of the budget, (71X) items to cover the costs of the additional rock, signs and a dump truck.

Passed and approved on the 2nd day of May, 2016.

No action taken on calcium chloride treatment for 238th/Kirby or on an overlay on Hwy 432.

Public comments: None

It was moved by Vander Molen seconded by Doland to adjourn. All present voted aye. Motion carried.

Attest: _____
Susan L. Brown
Mahaska County Auditor

Henry VanWeelden
Mahaska County Board of Supervisors