

July 6, 2020

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 – Mark Groenendyk; Vice chairman – Steve Wanders and Member – Steve Parker. Also present were Joe Lancello, KBOE; Russ VanRenterghem, Sheriff; Andrew Ritland, Attorney; Darin Hite, IT; Harold Fynaardt; Troy Bemis, Maintenance; Connie VanPolen, Treasurer; Trevor Rubenzer. Asst Attorney; John Bandstra, SCRAA; John DeRooi; Shirley Pfeiffer, Chloe Vinton, Breaua Vinton - Jr. American Legion Auxiliary and Susan Brown, Mahaska County Auditor. Roger Shindell attended by telephone. This meeting was live streamed by Communications Research Institute of William Penn University.

The Pledge of Allegiance was led by Chloe and Breaua Vinton from Jr. American Legion Auxiliary.

It was moved by Parker seconded by Wanders to approve the agenda for today's meeting. All present voted aye. Motion carried.

Public Comments: None

It was moved by Wanders seconded by Groenendyk to approve the minutes of June 11 & 15. Groenendyk, Wanders – aye. Parker – abstain. Motion carried.

It was moved by Wanders seconded by Parker to approve the bills for the month of June in total \$1,925,112.56. All present voted aye. Motion carried.

It was moved by Wanders seconded by Parker to approve 781 business property tax credit applications as recommended by assessor, both currently active and new for 2019 values for property taxes collected in FY21. All present voted aye. Motion carried.

It was moved by Wanders seconded by Parker to accept FY19 Central Iowa Juvenile Detention Center audit. All present voted aye. Motion carried.

It was moved by Parker seconded by Wanders to approve cancelling of outstanding warrants for FY19 in the amount of \$1,362.33. All present voted aye. Motion carried.

It was moved by Parker seconded by Wanders to accept the auditor's and sheriff's 4th quarter report. All present voted aye. Motion carried.

It was moved by Groenendyk seconded by Parker to remove Deputy Doug McMillan from sheriff department payroll effective September 11, 2020. All present voted aye. Motion carried. Board consensus is for sheriff to work from approved list of candidates and begin training replacement for this position before Deputy McMillan's final day.

It was moved by Groenendyk seconded by Wanders to set public hearing on sale of county property at intersection of 330th and 340th St, near Eddyville at 9:00 a.m. August 3, 2020 in the third floor conference room of courthouse. Property has been appraised and will go to highest bidder that exceeds \$4,200. All present voted aye. Motion carried.

It was moved by Parker seconded by Wanders to allow Oskaloosa Chamber to use courthouse parking lot for Sweet Corn Serenade July 30, 8 am to 9 pm. All present voted aye. Motion carried.

It was moved by Groenendyk seconded by Parker to accept quotes from Modern Floor covering to replace carpet in Clerk of Court office \$3,546.84 and Magistrate Court \$3,239.10 as wrinkling of carpet is posing a safety problem. All present voted aye. Motion carried.

It was moved by Groenendyk seconded by Wanders to approve FY21 renewal contract with Carosh Compliance Solutions for HIPAA services \$10,808. All present voted aye. Motion carried.

County attorney Andrew Ritland updated the board on the County Attorney Collection Program implemented last year. The program is administered by Assistant County Attorney Trevor Rubenzer as part of his duties; who is the shared assistant with Keokuk County. The county has been able to meet the minimum threshold and the program should get more efficient and build over time.

County's appointed representative on South Central Regional Airport Agency John Bandstra gave an update including most recent SCRAA meeting on June 29, 2020. There is concern that property is being purchased with notation that eminent domain was used when deed filed. Also the question was raised as to who is claiming authority to use eminent domain in purchase process. The Agency has designated the executive committee to work with county on proposed service road concept in mitigation of 220th St closure and would like to set up meeting in near future. The Agency also established a property committee for the purpose of managing tasks relating to purchased land. Supervisor Groenendyk will call the county engineer to discuss meeting.

It was moved by Parker seconded by Wanders to approve the following resolution for operating transfers for FY 20-21. All present voted aye. Motion carried.

Resolution# 2020-15

Secondary Road Fund Transfers from General and Rural Services Fund

WHEREAS, IT IS DESIRED TO AUTHORIZE THE AUDITOR TO PERIODICALLY TRANSFER FUNDS FROM THE GENERAL BASIC FUND AND RURAL SERVICES BASIC FUND TO THE SECONDARY ROAD FUND

DURING the 2020-2021 budget year, and **WHEREAS**, said transfer must be in accordance with section 331.432 of the Code of Iowa,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF MAHASKA COUNTY, IOWA as follows:

- Section 1.** The total maximum transfer from the General Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2020 shall not exceed the sum of \$203,103 and the total maximum transfer from the Rural Services Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2020 shall not exceed the sum of \$2,296,337.
- Section 2.** On the quarterly basis after being notified of the apportionment of current property taxes, state replacement against levied property taxes, mobile home taxes, military services tax credit replacements, or livestock credit replacements to the General Basic or Rural Services Basic Funds, the auditor shall order a transfer from said fund to the Secondary Road Fund.
- Section 3.** The amount of the transfer required by Section 2 shall be equal to the apportionment made under Section 2 to the General Basic or Rural Services Basic Fund, respectively, multiplied by the ratio of said fund total maximum transfer to the Secondary Road Fund, to the sum of said fund's total current property tax levy, total mobile home taxes, total military service tax credit replacements and total livestock credit replacements.
- Section 4.** Notwithstanding the provisions of sections 2 and 3 of the resolution, total transfers shall not exceed the amounts specified in Section 1.
- Section 5.** Notwithstanding the provisions of sections 2 and 3 the amount of any transfer shall not exceed available fund balances in the transferring fund.
- Section 6.** The auditor is directed to correct his/her books when said operating transfers are made and to notify the treasurer and county engineer of the amounts of said transfers.

Dated this 6th day of July, 2020

It was moved by Wanders seconded by Parker to approve the following resolution appropriating budgeted funds at 100% for FY 20-21. All present voted aye. Motion carried.

**Resolution #2020-16
APPROPRIATIONS RESOLUTION**

WHEREAS, It is desired to make appropriations for each of the different officers and departments for the fiscal year beginning July 1, 2020 in accordance with Section 331.434 subsection 6, of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Mahaska County, Iowa as follows:

SECTION 1. The amounts itemized by the fund and department or office on the following schedule are hereby appropriated from the resources of each fund as itemized, to the department or office listed.

SECTION 2. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer to make expenditures or incur obligations from the itemized fund, effective July 1, 2020.

SECTION 3. In accordance with section 331.437, Code of Iowa no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditures of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

SECTION 4. If at any time during the 2020/2021 budget year the auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, he/she shall immediately so inform the board and recommend corrective action.

SECTION 5. Auditor shall establish separate accounts for the appropriations authorized in section 1, each of which account shall indicate the amount of appropriations, the amounts charged thereon, and the unencumbered balance. The Auditor shall report the status of accounts to the applicable departments and officers quarterly during the 2020/2021 budget year.

SECTION 6. The appropriations authorized to the resolution lapse at the close of business on June 30, 2021.

APPROPRIATIONS: Non departmental-\$8,099,835; (General Basic Fund-\$721,706; Capital Improvement Fund-\$20,000; General Supplemental-\$1,154,575; Revolving Loan Fund- \$159,490; Rural Services Basic Fund-\$2,329,837; Capital Project – Radio System-\$3,000,000; Cedar Twp Fire Station - \$26,594; NW Urban Renewal Area – TIF-\$50,758; Prairie Wind Urban Renewal - \$280,381; Debt Service Fund – Radio System-\$329,900; Debt Services Fund-Cedar Twp Fire Station - \$26,594); **Board of Supervisors-**\$322,656; (General Basic Fund-\$321,698; General Supplemental-\$958); **Auditor-**\$449,232; (General Basic Fund-\$178,585; General Supplemental-\$236,975; Capital Improvement Fund-\$33,672); **Treasurer-**\$491,576; (General Basic Fund-\$446,084; General Supplemental-\$45,492); **Attorney-**\$584,266; (General Basic Fund-\$479,379; General Supplemental-\$104,887); **Sheriff-**\$1,455,344; (General Basic Fund-\$1,283,643; General

Supplemental-\$68,769; Rural Services Basic-\$102,932; **Recorder**-\$195,616; (General Basic Fund-\$154,704; General Supplemental-\$19,412; Records Management Fund-\$21,500); **Sheriff's Forfeiture**-\$10,046; (General Basic Fund \$46; Sheriff Forfeiture Fund-\$10,000); **Courthouse Annex**-\$20,311; (General Basic Fund-\$18,270; General Supplemental-\$2,041); **Economic Development**-\$134,623; (General Basic-\$134,023; General Supplemental - \$600); **GIS Coordinator**-\$95,794; (General Basic Fund-\$69,336; General Supplemental-\$26,458); **Engineer**-\$9,929,205; (Rural Services Fund-\$100,000; Secondary Road Fund-\$9,829,205) **Vet Affairs**-\$88,541; (General Basic Fund-\$65,684; General Supplemental-\$22,857); **County Conservation**-\$1,100,296; (General Basic Fund-\$500,782; ELC Bond-\$70,000; Reap-\$40,000; Lost 20% Conservation 11-08-16-\$167,533; Debt Service/ELC Project-\$167,533; Co Cons Land Acq-\$128,448; Co Cons Camping Reserve Fund-\$26,000; **Public Health Nursing**-\$249,590; (General Basic Fund-\$249,000; General Supplemental-\$590); **Roadside Vegetation Management**-\$195,002; (Rural Services Fund-\$195,002; Capital Improvement \$0); **Community Services**-\$157,370; (General Basic Fund-\$141,111; General Supplemental Fund-\$16,259); **Medical Examiner**-\$36,140; (General Basic Fund-\$36,000; General Supplemental-\$140); **Correctional Services**-\$1,159,509; (General Basic Fund-\$842,186; Courthouse Security Fund-\$1,500; General Supplemental-\$315,823); **District Court**-\$141,554; (General Basic Fund-\$140,597; General Supplemental-\$957); **Libraries**-\$125,205; (Rural Services Fund-\$125,205); **Mahaska Building**-\$7,039; (General Basic Fund-\$4,370; General Supplemental-\$2669; Capital Improvement-\$0); **Environmental Services**-\$150,178; (Rural Services Basic-\$150,178); **Pioneer Cemeteries**-\$5,000; (Pioneer Cemetery Fund-\$5,000); **Law Enforcement Center**-\$172,905; (Maintenance/Repair Law Center Fund-\$172,905; Maintenance/County & City-\$0; **Courthouse**-\$162,746; (General Basic Fund-\$116,925; General Supplemental-\$45,821); **Information Technology**-\$214,505; (General Basic Fund-\$194,779; General Supplemental-\$19,726; Capital Improvement - \$0); **Driver's License**-\$119,778; (General Basic Fund-\$87,501; General Supplemental-\$32,277); **Substance Abuse**-\$18,746; (General Supplemental-\$18,746); **Mental Health**- \$847,555; (Mental Health Services Fund-\$847,555;) **Human Services Administration**-\$72,472; (General Basic Fund-\$72,472); **Operating Transfers-Part of Non departmental**- \$2,768,867; (General Basic Fund-\$384,436; Capital Improvement Fund-\$20,000; General Supplemental Fund-\$33,000; Rural Services Fund-\$2,304,837; Cedar Twp Fire Station-\$26,594); **Operating Transfers-Part of Conservation**-\$167,533; (Lost 20% Conservation-\$167,533)

Dated this 6th day of July, 2020.

It was moved by Wanders seconded by Parker to approve the following resolution approving capital improvement plan, assign funds and approve transfers for FY 20-21. All present voted aye. Motion carried.

Resolution Number 2020-17
A RESOLUTION APPROVING FY21 CAPITAL IMPROVEMENT PLAN
AND TO ASSIGN FUNDS AND APPROVE TRANSFERS

BE IT RESOLVED BY THE MAHASKA COUNTY BOARD OF SUPERVISORS to:

1. Approve the attached 15-year Mahaska County Improvement Plan:

2. Approve the following transfers to the Capital Improvement Fund:

General

Courthouse Buildings and Grounds	\$25,000
Courthouse HVAC	\$111,544
Mahaska Building roof repair	\$5,000
Courthouse Server (AS400)	\$6,000
County Phone System	\$5,333
Jail Control Panel	\$20,000
Disaster Recovery	\$10,000

General Supplemental

Countywide Voting System	\$33,000
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Rural Services

Sanitarian Replacement Vehicle	\$3,500
IRVM Replacement Vehicle	\$5,000

3. Assign the following:

General

Courthouse buildings and grounds	\$111,067
Courthouse HVAC	\$111,544
Mahaska Building roof repair	\$7,741
Courthouse Server (AS400)	\$30,018
County Phone System	\$15,999
Jail Control Panel	\$20,000
Disaster Recovery	\$10,000
Conservation Tractor	\$50
Total Assigned:	\$306,419

General Supplemental

Countywide Voting System	\$99,000
Total Assigned:	\$99,000

Rural Services

Sanitarian Replacement Vehicle	\$8,761
IRVM Replacement Vehicle	\$20,000
Total Assigned:	\$28,761

PASSED, APPROVED AND ADOPTED this 6th day of June, 2020

**MAHASKA COUNTY CAPITAL IMPROVEMENT PLAN:
FY 20-FY35**

Courthouse Buildings and Grounds

Previous Appropriation:	\$86,067
Funding Years:	N/A (Previously Funded)
Cost:	\$25,000 per year

Completion: As Needed
Description: Courthouse Buildings and Grounds Repairs and Improvements – Collect until \$225,000
Fund Source: General Basic
Account No.: TBD

Courthouse HVAC

Previous Appropriation: \$0
Funding Years: FY20-FY27
Cost: \$111,544 1st year – then \$100,000/yr
Completion: TBD
Description: Courthouse HVAC – Collect until \$700,000
Fund Source: General Basic
Account No.: TBD

Mahaska County Building Roof Repair (DHS)

Previously Appropriation: \$2,741
Funding Years: FY17-FY26
Cost: \$5,000 per year
Completion: TBD
Description: Repair to Mahaska Building Roof
Fund Source: General Basic
Account No.: 01011 09100 614 43

Jail Control Panel

Previous Appropriation: \$0
Funding Years: FY20-FY25
Cost: \$20,000 per year
Completion: TBD
Description: Replacement – Target FY25 Replacement
Fund Source: General Basic
Account No.: TBD

Disaster Recovery

Previous Appropriation: \$0
Funding Years: FY20-FY24
Cost: \$10,000 per year
Completion: TBD
Description: Equip. and Software for computer disaster recovery
Fund Source: General Basic
Account No.: TBD

Courthouse Server

Previous Appropriation: \$24,018
Funding Years: FY17-FY23
Cost: \$6,000 per year
Completion: As Needed
Description: Replacement Cost for Courthouse Server –Target FY'23 replacement for \$33,000
Fund Source: General Basic
Account No.: 01011 09110 636 52 481

County Phone System

Previous Appropriation: \$10,666
Funding Years: FY18-FY32
Cost: \$5,333 per year
Completion: As Needed
Description: Replacement Cost for County wide phone system – Target FY’32 replacement for \$80,000
Fund Source: General Basic
Account No.: 01011 09100 614 00 322

Countywide Voting System

Previous Appropriation: \$66,000
Funding Years: FY18-FY20
Cost: \$33,000 per year
Completion: As Needed
Description: Replacement Cost for Countywide voting system – Target FY’21 replacement for \$100,000
Fund Source: General Supplemental
Account No.: 02011 08000 636 02 115

Conservation Tractor

Previous Appropriation: \$50
Funding Years: FY16-FY17
Cost: \$25,000 one year
Completion: Purchase in FY17 at \$50,000
Description: Funding for tractor
Fund Source: General Basic
Account No.: 01011 06110 636 22

Sanitarian Vehicle

Previous Appropriation: \$5,261
Funding Years: FY16-FY23
Cost: \$3,500 per year
Completion: As Needed
Description: Replacement for vehicle in FY23 for \$28,000
Fund Source: Rural Basic
Account No.: 11011 03020 636 44

IRVM Vehicle

Previous Appropriation: \$15,000
Funding Years: FY17-FY26
Cost: \$5,000 per year
Completion: As Needed
Description: Replacement for vehicle in FY26 for \$50,000
Fund Source: Rural Basic
Account No.: 11011 06010 636 24

It was moved by Wanders seconded by Parker to approve the following salaries for fiscal year 2020-2021 as set and approved in the adoption of the county budget for 2020-2021 on March 23, 2020. All present voted aye. Motion carried. (At the

December 2, 2019 board meeting the board considered compensation board's recommendation for elected official salaries in FY21. The recommendation was 3.00% across the board. Discussion centered around concern for health insurance funding and how increase from county to the fund would affect decision on salary increases. It was moved by Parker seconded by Wanders to cut recommendation by 16.667% for an across the board increase of 2.5% with understanding that employees will pay more for health insurance contribution along with county. All present voted aye. Motion carried.)

Elected Officials: Attorney-\$100,600; Auditor-\$62,170; Recorder-\$60,260; Sheriff-\$81,640; Supervisors-\$35,130; Treasurer-\$60,990; Attorney's Office –Assistant County Attorney- Cami Eslick -\$61,500; Trevor Rubenzer -\$55,350; Terri Menninga-\$31.10/hr-part time; Administrative Assistant- Jeannette Newendorp-\$54,867; Administrative Assistant-Lorraine Sinnott-\$44,169; Auditor's deputies- Jody Van Patten-85%; Tracey Versteegh-62% of the auditor's salary; Elections Administration-Teresa Paige-85% of the auditor's salary; Precinct Election Officials-\$10.00 per hour; Recorder's deputy-Amy Molyneux-80% of the recorder's salary; Sheriff's Office-Civil Clerk- Renee Steinke-\$52,788; Civil Clerks- Chelsey Johnson-\$33,825; Brandi Brown-\$36,826; Reserve Officer-Dennis Dursky-\$12.00 per hour; Reserve Officer Transporters-\$10.00 per hour; Sheriff's Deputies-Scott Miller-\$69,394; Randy Poe-\$63,719; Matt McCain-\$63,719; Doug McMillan-\$63,719; Jesse Sanders-\$63,719; James Arment-\$50,600; Ben Johnston-\$63,719; Brian Rainey-\$52,788; David Wilke-\$52,788; Adult Corrections-Jail Administrator-Larry Septer-\$59,767; Jailers-Sr. Jailer-Talisa Voss-\$48,134; Sr. Jailer-Robert Draughn Jr.-\$47,663; Sr. Jailer-Tara Stek-Walters-\$45,100; Tricia McElderry-\$42,444; Christy Brown-\$42,025; Khandi Tucker-\$39,000; Austin Glandon-\$35,500; Cori Flatt-\$36,500; Stephen Shannon-\$36,000; Kyle Heginger-\$34,500; Jennifer Stoneberg-\$34,500; Crystal Malloy-\$34,500; Gabrielle Brown-\$13.00 per hour; Treasurer's deputies-Treasurer Management Dept.- Shauna Hol-80% of the treasurer's salary; Emily Scholtus-67% of the Treasurer's salary; Motor Vehicle License Dept.- Theresa Haworth-85%; Tracey Gilliland-74%; Faith Powless-67% of the treasurer's salary; Driver's License Dept.- Suzy Richards-74%; Jonathon Angove -63% of the treasurer's salary; Information Technology- Darin Hite-\$57,139; GIS Coordinator- Brian Knudtson-\$53,506; Economic Development-Director-Tom Flaherty-\$100,000; Veterans Affairs-Director-Curt Grandia- \$39,674; Commission Board members- Joe Durian-\$585; Ted Smith-\$585; Julie Wells-\$585; Kurt Kollasch-\$585.00; Darrin Alderson-\$585; Conservation Department-Conservation Director-David Sedivec-\$67,952; Administrative Assistant- Dorothy Wedgewood-\$41,161; Naturalist-Laura DeCook-\$48,370; Park Technician-Jason Ryan-\$44,399; Park Ranger-Tommy VanRenterghem-\$46,654; Building Maintenance Department-Maintenance Director-Troy Bemis-\$22.85 per hour(40% law center and 60% courthouse); Law Center Custodian- Jack Griffis-part-time- \$12.61 per hour; Courthouse Custodian- June Almond-\$13.71 per hour; ADA Coordinator-Troy Bemis-\$500; Safety Coordinator-Troy Bemis-\$1,200; Environmental Services- Sanitarian-Eric Dursky-\$53,843; General Relief Director-Kim Newendorp-\$38,032; CDS- Director-Heather Gross-\$60,007; Roadside Vegetation Management-Roadside Vegetation Manager-Benjamin Hoskinson-\$52,354; Roadside Assistant-Barb VanPatten-\$16.00 per hour part-time; Engineer Office-County Engineer-Andrew McGuire-\$75025.60; Assistant to the Engineer-Michael Rodwell-\$30.10 per hour; Office

Manager-Deborah Walling-\$21.60 per hour; Secondary Road Department-Road Foreman-Ed Goemaat-\$28.61 per hour; Excavator Operators-Zach Neff-\$23.15 per hour; Cody Padgett-\$23.70 per hour; Equipment Operators-Chad Bru-\$18.89 per hour; Andy Padgett-\$18.89 per hour; Truck Driver -Randall Brostrom-\$23.15 per hour; Bill Swink, Jr.-\$23.15 per hour; Truck Driver/Operator - Timothy Thornbrugh-\$23.47 per hour; Truck Driver/Laborer-Travis Johnston-\$23.15; Pat Scanlon-\$23.15; Maintenance/Equip Operator-Shawn Ridenour-\$23.47; Mechanic Level I-Gary Rust-\$24.68 per hour; Mechanic Level II-Don VanDonselaar-\$25.27 per hour; Blade Operators-Rick Cady-\$23.70 per hour; Scott Gilliland-\$23.70 per hour; Jacob Bell-\$23.70 per hour; Doug Rodwell-\$23.70 per hour; Mike Taylor-\$23.70 per hour; Joshua Thornbrugh-\$23.70 per hour; Bryan Weber-\$23.70 per hour; Shawn Schippers-\$23.70 per hour; Brad VanderLinden-\$23.70 per hour; Aaron Patterson-\$23.70 per hour; Andrew Rust-\$23.70 per hour; Engineering Technician IV-Reid Stevens-\$25.76 per hour; Sign Manager-Scott VanGilst-\$23.70 per hour; Intern-Zachery Mousel-\$17.00 per hour; Seasonal Temp-Riley Conrad-\$16.00 per hour; Larry VanMersbergen-\$16.00 per hour.

Public comments: John DeRooi posed question regarding SCRAA's acquisition of land - are appraisals used for dollar amount they need to come up with? Also commented that a better route is needed than the proposed service road.

It was moved by Wanders seconded by Parker to adjourn. All present voted aye. Motion carried.

Attest: _____
Susan L. Brown
Mahaska County Auditor

Mark Groenendyk – Chairman
Mahaska County Board of Supervisors