

January 2, 2024

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 -Chuck Webb. Also present were the following: Darin Hite, IT; Troy Bemis, Courthouse Maintenance Director; Jody Van Patten, County Recorder; Channing Rucks, Oskaloosa Herald; Deann DeGroot, Mahaska Chamber; Nicholas Hageman, Two Rivers Coop and Teri Rogers, Mahaska County Auditor. This meeting was live streamed by Communications Research Institute of William Penn University.

Supervisor Groenendyk opened the meeting at 9:00 a.m. with a moment of silence.

It was moved by Webb 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 Webb to approve the minutes of December 18th and 19th. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to continue with board chairman as currently seated: Chairman Groenendyk. All present voted aye. Motion carried.

It was moved by Webb seconded by Groenendyk to continue with board vice chairman as currently seated: Vice Chairman Wanders. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to set the first Monday and third Monday of each month at 9:00 a.m. for the regular meeting dates and that other meetings will be held as necessary. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders that in the absence of the Chairman any of the board members have the authority to sign documents for the county. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to appoint the members of the Board of Supervisors to the following standing committees. All present voted aye. Motion carried.

Chairman of the Board of Supervisors:

Secondary Road Union Negotiations – chairman
County Conference Board – chairman
Courthouse Security Committee – chairman
HIPAA Committee – chairman

911 Board

Mark Groenendyk:

Mahaska County Solid Waste Commission
Heartland Insurance Risk Pool (primary)
Area 15 Regional Planning Commission
Emergency Management Commission
Area Agency on Aging
DECAT Council
Revolving Loan Committee

Steve Wanders:

AHEAD Regional Housing Trust Fund
Mahaska County Agricultural & Rural Development
Ten-Fifteen (10-15) Transit Board
Indian Hills Community College Regional Development Commission
Des Moines Recreational River and Greenbelt Advisory Commission
Behavioral Health Services Advisory Board
Central IA Detention Center
Oskaloosa Chamber of Commerce
Workforce Development

Chuck Webb:

Southern Iowa Economic Development Association
Mahaska County Humane Society
Law Enforcement Committee (City-County)
Southern Iowa Area Juvenile Detention Center
Mahaska Community Recreation Foundation
Pathfinders
South Iowa Area Crime Commission
Employee Insurance Committee
SIEDA
Mahaska County Conservation Board

It was moved by Webb seconded by Wanders to name The Oskaloosa Herald as the official newspaper for 2024. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to name the auditor and board of supervisors as custodians of the courthouse. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to set the following 11 days as holidays when the courthouse will be closed in 2024. This schedule was emailed to all department heads with some feedback attained. The consensus of the board is to have this discussion at the next department head meeting where all options can be discussed and the Clerk of Courts office can be consulted. This schedule is subject to change. All present voted aye. Motion carried.

- ✚ President's Day, February 19th
- ✚ Memorial Day, May 27th
- ✚ Independence Day, July 4th
- ✚ Labor Day, September 2nd
- ✚ Veteran's Day, November 11th
- ✚ Thanksgiving Day and Friday after Thanksgiving, November 28th and 29th
- ✚ Christmas Eve and Christmas Day, December 24th and 25th
- ✚ New Year's - January 1, 2025
- ✚ One Personal Day

It was moved by Webb seconded by Wanders to reappoint Troy Bemis as safety coordinator for the Heartland Insurance Risk Pool and Americans with Disabilities Act (ADA) Coordinator for Mahaska County. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to reappoint Ben Hoskinson as the Weed Commissioner for Mahaska County for 2024. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to reappoint Heather Gross, to the Behavioral Health Services Advisory Board with no voting privileges. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to reappoint Andrew Ritland, Mahaska County Attorney, as the privacy officer for HIPAA and reappoint Darin Hite, Information Technology Coordinator as the HIPAA Security Officer. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to name Mahaska County Conservation Director Chris Clingan as a managing representative of Mahaska County Conservation properties and authorize signature for land that pertains to NRCS and FSA purposes. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders 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, IOWA 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 2nd day of January 2024.

It was moved by Wanders seconded by Webb to approve the following resolution naming the depositories for county funds for the various offices for 2024 and until there is a need to increase the same. All present voted aye. Motion carried.

Resolution #2024-01
RESOLUTION NAMING DEPOSITORIES

RESOLVED, that the Board of Supervisors of Mahaska County approved the following list of financial institutions to be depositories for the Mahaska County funds in conformance with all applicable provisions of Chapter 12C of the 2021 Code of Iowa as amended. The Treasurer, Sheriff, Recorder and Auditor are hereby authorized to deposit the Mahaska County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below:

Treasurer:

Midwest One Bank – Oskaloosa, Iowa	\$35,000,000.00
TruBank – Oskaloosa, Iowa	10,000,000.00
Bank Iowa – Fremont – Oskaloosa, Iowa	1,000,000.00
First State Bank – New Sharon, Iowa	1,000,000.00
Leighton State Bank – Leighton, Iowa	1,000,000.00

Sheriff:

Midwest One Bank – Oskaloosa, Iowa	\$1,000,000.00
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Recorder:

Midwest One Bank – Oskaloosa, Iowa \$300,000.00

Auditor:

Midwest One Bank – Oskaloosa, Iowa \$20,000.00

for Jackson Cemetery Association Time Certificates

Midwest One Bank – Oskaloosa, Iowa \$1,700,000.00

for Mahaska County Employee Health Plan Trust

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

**Resolution #2024-02
Record Retention**

BE IT RESOLVED that the Mahaska County Board of Supervisors of Mahaska County, Iowa as of this day (January 2, 2024) does hereby authorize county officers to destroy records in the officer’s possession which have been on file for more than ten (10) years, and are not required to be kept as a permanent records per Iowa Code Section 331.323 2.d (2022).

Dated at Oskaloosa, Iowa this 2nd day of January 2024.

It was moved by Webb seconded by Wanders to accept 2024 County Treasurer Investment Policy. All present voted aye. Motion carried.

MAHASKA COUNTY TREASURER
SHAUNA HOL
COURT HOUSE
OSKALOOSA, IA 52577
641 673-5482

January 1, 2024

I, Shauna Hol, Treasurer of Mahaska County, Iowa wish to submit the following written policy on the investment of Mahaska County’s idle funds that I serve as custodian of.

This investment policy shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of Shauna Hol, Mahaska County Treasurer. Each investment made pursuant to this investment policy must be authorized by applicable law and this written investment policy.

This investment policy is intended to comply with Iowa Code Section 12B.10 and Section 12C.

Upon passage and upon future amendment, if any, copies of this investment policy shall be delivered to all of the following:

1. The governing body (Mahaska County Board of Supervisors) for approval.
2. All depository institutions for public funds of Mahaska County.
3. Auditor engaged to audit any fund of Mahaska County.
4. The Mahaska County Auditor.

In accordance with Section 12C Code of Iowa, the responsibility for conducting investment transactions resides with the Treasurer of Mahaska County. Only the Treasurer, Shauna Hol may invest public funds that have been deposited in her office. A copy of approval by resolution by the Mahaska County Board of Supervisors shall be attached to this investment policy.

The Treasurer of Mahaska County is bonded in the amount of \$50,000.00.

As County Treasurer and custodian of Mahaska County funds, my first and utmost priority is to safeguard the principal, while maintaining the necessary liquidity to match expected liabilities and striving to get the best reasonable return on the County's idle funds.

1. Safety
2. Liquidity
3. Return

As Treasurer of Mahaska County, when investing or depositing public funds, I shall exercise the care, skill, prudence, and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain investment objectives.

Assets of Mahaska County may be invested in the following:

1. Certificates of Deposit and other evidence of deposit at federally insured Iowa Depository institutions approved and secured pursuant to Iowa Code Section 12C.
2. Interest bearing (High Yield) savings accounts.
3. Interest bearing checking accounts.

Certificates of deposit will be invested with maturity 30 days to not more than one year.

The following depository institutions listed below are the chosen ones the County Treasurer will be using for investments.

MidWestOne Bank
Oskaloosa, IA 52577

First State Bank
New Sharon, IA 50207

TruBank
Oskaloosa, IA 52577

Bank Iowa
Fremont, IA 52561

Leighton State Bank
Leighton, IA 50143

Attached to this investment policy is a copy of the resolution naming depositories and the maximum amount approved for each respective financial institution by the Mahaska County Board of Supervisors.

Each bank listed in the investment policy is on the most recent approved bank list as distributed by the Treasurer of the State of Iowa. The savings and loans will continue to pledge the required collateral securities directly to the public unit for the uninsured deposits of public funds.

Operating funds will be identified and distinguished from all other funds available for investment. Special funds will also be identified and distinguished.

This investment policy shall be reviewed every year or more frequently as appropriate.

Upon departure of Shauna Hol, County Treasurer from office, this investment policy becomes null and void.

Shauna Hol
Mahaska County Treasurer

It was moved by Wanders seconded by Webb to appoint the following residents of Mahaska County to the compensation commission as amended in accordance with the 2021 Iowa Code Section 6B.4 entitled "Commission to Assess Damages". Two deceased persons were removed. Mr. Lowell Lenarz from the City Owner category and Mr. George Wiedmann from the Realtor category. Chuck Webb requested his name be removed from the Auctioneer-Banker-Farm Manager category. All present voted aye. Motion carried.

Compensation Commission Members - January 2024

Farm Owner Operator:

Adam McKain
Wayne DeBruin
Charles Oldham

Mike Johnson
Tim VanMaanen

City Owner:

Gordon Anderson
Larry Applegate
Gary Junkins
Edd Elder

Don Arendt
Lester Fynaardt

Realtor:

Robert Gatton
Tim Murry
Connie Burke
Bonnie Bailey
Chris Fynaardt

Auctioneer-Banker-Farm Manager:

Sandy Bailey
Ed Sullivan
Lyle Siefering
James Feudner

It was moved by Wanders seconded by Webb to approve the 2nd quarter report from the Auditor's office in the amount of \$36.25. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to approve the start time of the next regularly scheduled board meeting on Jan. 15th, 2024, for 8:30 am due to CRI conflict. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to approve the Class C Retail Alcohol license for Debbie's Celebration Barn. All present voted aye. Motion carried.

On December 18, 2023, Chuck Webb attended a meeting with Attorney Ritland, Judi Hamaker with Heartland Insurance Risk Pool, Recorder Jody Van Patten and Auditor Teri Rogers. Discussion centered around tasks related to the annual renewal process for auto, inland marine and property schedules, work comp, auto loss and general liability claims. Member Webb made a motion that these tasks be moved from the Auditor's office to the Recorder's office due to the amount of experience Jody Van Patten has in working with Heartland in these areas. Wanders and Webb voted aye. Groenendyk abstained. Motion carried.

Nicholas Hageman, Location Manager-Tracy of the Two Rivers Cooperative appeared before the board to inform the residents of Mahaska County that they will be applying to the State of Iowa for an anhydrous ammonia storage expansion which will allow them to better serve the farmers/producers in the area. They will be updating a facility that is 12 years old.

Committee Reports: None

Public comments: None

✚ Chairman Groenendyk reported that Bill Swink is retiring from Secondary Roads after 38 years of service. The board thanked Bill for his many years of service to Mahaska County.

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

Attest: _____

Teri Rogers
Mahaska County Auditor

Mark Groenendyk, Chairman
Mahaska Co. Board of Supervisor