

January 2, 2025

The Mahaska County Board of Supervisors met in regular session on the above date at 8:00 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: John Bandstra, Tracey Ver Steegh, Recorder Wayne Ver Steegh, Rena Shepherd, Russ Van Renterghem, Sheriff Helena Hayes, State Representative Shauna Hol, Treasurer Cheryl Eklofe, 911 Director Paul Greufe, Chris Clingan, Conservation Director, Kim Newendorp, GA by phone, and Jody Groenendyk, County Auditor

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

Supervisor Groenendyk opened the meeting at 8:00 a.m. with a moment of silence.

It was moved by Wanders seconded by Webb to approve the agenda for today's meeting. Supervisor Groenendyk made a comment so that the public was aware that due to a conflict of interest that he would not be a part of item number 18 when it comes to setting the wage for the County Auditor. All ayes. Motion carried.

Public comments: None

It was moved by Webb seconded by Wanders to appoint Tracey Ver Steegh to serve as Mahaska County Recorder. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to approve the minutes of December 16, 17, and 18. 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.

Judge Rose Anne Mefford swore in Tracey Ver Steegh to the position of Mahaska County Recorder.

It was moved by Webb seconded by Wanders 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. It was decided to cancel January 6, 2025, meeting and meet again on January 20, 2025. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb 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 Wanders seconded by Webb 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
DECAT Council
Revolving Loan Committee
Safety 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 Wanders seconded by Webb to set the following 11 days as holidays when the courthouse will be closed in 2025. This schedule is subject to change. All present voted aye. Motion carried.

- President's Day, February 17th
- Memorial Day, May 26th
- Independence Day, July 4th
- Labor Day, September 1st
- Veteran's Day, November 11th
- Thanksgiving Day and Friday after Thanksgiving, November 27th and 28th
- Christmas Eve and Christmas Day, December 24th and 25th
- New Year's - January 1, 2026
- One Personal Day

It was moved by Wanders seconded by Webb to reappoint Zach Kauffman as Americans with Disabilities Act (ADA) Coordinator for Mahaska County. It was also part of this motion to remove Zach Kauffman as safety director as a safety committee has been put into place effective immediately. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to reappoint Ben Hoskinson as the Weed Commissioner for Mahaska County for 2025. All present voted aye. Motion carried.

It was moved by Webb seconded by Groenendyk to reappoint Wanders, to the Behavioral Health Services Advisory Board with voting privileges. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to reappoint Andrew Ritland, Mahaska County Attorney, as the privacy officer for HIPAA and appoint Denay Garcia, 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. As part of this motion any Board of Supervisor member has the authority to inventory property including FSA. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to name The Oskaloosa Herald as the official newspaper for 2025. 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 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 2025.

It was moved by Webb seconded by Wanders to approve the following resolution naming the depositories for county funds for the various offices for 2025 and until there is a need to increase the same. All present voted aye. Motion carried.

Resolution #2025-01 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
Twin Cedars Bank-Oskaloosa, Iowa 1,000,000.00

Sheriff:

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

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 #2025-02
Record Retention**

BE IT RESOLVED that the Mahaska County Board of Supervisors of Mahaska County, Iowa as of this day (January 2, 2025) 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 2025.

It was moved by _____ seconded by _____ to accept 2025 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, 2025

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 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 & Trust
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

Twin Cedars Bank
Oskaloosa, Iowa 52577

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 approve adding Ella Paulson and Lily Morin to the Conservation payroll as part time ELC attendants effective December 30, 2024, at \$15.00 per hour. All ayes. Motion carried.

It was moved by Webb seconded by Wanders 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". category. All present voted aye. Motion carried.

Compensation Commission Members - January 2025

Farm Owner Operator:

Adam McKain

Mike Johnson

Tim VanMaanen

Charles Oldham

City Owner:

Gordon Anderson

Don Arendt

Larry Applegate

Lester Fynaardt

Gary Junkins

Edd Elder

Realtor: Auctioneer-Banker-Farm Manager:

Lyle Sieferring

It was moved by Wanders seconded by Webb to appoint Mark Groenendyk as trustee for Heartland Insurance Risk Pool board of trustees and to appoint Jody Groenendyk as alternate. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to approve the canvass recount results for US Representative District 1 as presented. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to approve the zoning verification request for Black Creek Vineyard 1155 Hwy 102 located in the NW corner of Mahaska County. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to approve the wage increase regarding the wage compensation plan as follows. Employees will receive their wage and step increase of July 1 of each year. Vacation will continue to be earned based upon the employee's anniversary date. All present voted aye. Motion carried.

It was moved by Webb seconded by Wanders to approve the following wage increases for elected officials for budgeting purposes only at this time for fiscal year 25-26 as follows: Attorney, Recorder, Sheriff, and Treasurer at 5%, Supervisor's 2.44%. Supervisor Groenendyk stepped away

at this time as Wanders and Webb discussed the Auditor's wage. Wanders and Webb stated that should be at 10% citing that the Auditor is almost as important as the Attorney. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to rescind authority for Boards or Commissions from using the County's name in pursuing grants or other funding without prior approval from the Board of Supervisors. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to approve the following funding mechanism for police protection for FY 25-26 by valuation with agreement from Sheriff Van Renterghem that this was how it should be done. Wander aye, Webb, aye, Groenendyk nay. Motion carried.

It was moved by Webb seconded by Wanders to approve moving General Assistance duties to the VA Director Curt Grandia paying him a \$250.00 stipend each payroll and remove Kim Newendorp from payroll effective January 20, 2025. All present voted aye. Motion carried.

It was moved by Wanders seconded by Webb to grant approval to Oskaloosa Water Department for additional radios on the Mahaska County SARA system. All present voted aye. Motion carried.

Discussion was held considering the hiring Andy Conlin as a legislative liaison lobbyist to educate Iowa legislators.

Committee Reports: Wanders reported that Area 15 Regional Trust fund received a grant, and additional housing should be going on.

Public comments: State Representative Helena Hayes visited with the board and reported that there are 5 top priorities for this legislation session, they include 1. Property taxes, 2. Education reform and DEI related issues, 3. Gender Identity, 4. Eminent domain, and 5. Mental Health.

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

Attest: _____
Jody Groenendyk
Mahaska County Auditor

Mark Groenendyk, Chairman
Mahaska Co. Board of Supervisor