

CHICKASAW COUNTY

June 7th, 2021

The Board convened on Monday, June 7th, 2021, at 9:00 AM with all members present Byrne, Zoll, Holthaus, Kuhn and Hackman in the Boardroom located on the second floor of the Courthouse, New Hampton, Iowa. The meeting was called to order by Chairman Holthaus. Present was Auditor Stephanie Mashek.

Motion by Byrne, Second by Hackman to approve the agenda for June 7, 2021. Roll Call: All Ayes. Motion Carried.

Motion by Hackman, Second by Zoll to approve the board minutes from June 1, 2021. Roll Call: All Ayes. Motion Carried.

9:05 AM No Public Comment

Discussed expiring terms on the compensation board. The sheriff and auditor will appoint their representatives with the acknowledgment by the board of supervisors. The supervisors need to replace the two expiring terms on June 30th, 2021 for the compensation board. Applications need to be filled out and turned in by June 15, 2021 to the Auditor's office.

Ray Armel present via phone at 9:11 AM.

9:15 AM Ray Armel discussed the minor subdivision for Harold Brands.

Motion by Hackman, Second by Zoll to approve RESOLUTION 06-07-21-34 Roll Call: Ayes- Hackman, Zoll, Byrne, Kuhn, and Holthaus. Motion Carried. RESOLUTION 06-07-21-34 A RESOLUTION APPROVING THE MINOR SUBDIVISION PLAT OF: PARCEL 2021-20 AND PARCEL 2021-21 IN THE N1/2 OF SECTION 6, TOWNSHIP 95 NORTH, RANGE 14 WEST OF THE 5TH P.M., CHICKASAW COUNTY, IOWA WHEREAS, ON THE 7th DAY of June, 2021 at a regular meeting by the Board of Supervisors, Chickasaw County, Iowa a minor subdivision plat of PARCEL 2021-20 AND PARCEL 2021-21 IN THE N1/2 OF SECTION 6, TOWNSHIP 95 NORTH, RANGE 14 WEST OF THE 5TH P.M., CHICKASAW COUNTY, IOWA Was presented. WHEREAS, the minor subdivision plat of PARCEL 2021-20 AND PARCEL 2021-21 IN THE N1/2 OF SECTION 6, TOWNSHIP 95 NORTH, RANGE 14 WEST OF THE 5TH P.M., CHICKASAW COUNTY, IOWA Has now been considered and should be approved. NOW THEREFORE, it is hereby resolved by the Board of Supervisors, Chickasaw County, Iowa that said Minor Subdivision Plat be approved, accepted and the Chairman is hereby directed to certify this Resolution of Approval. PASSED AND APPROVED on this 7th DAY of JUNE, 2021. /ss/ Rick Holthaus, Chairperson, Board of Supervisors. ATTEST: /ss/ Stephanie Mashek, Auditor.

Armel left at 9:22 AM.

Discussed the opening on the Planning and Zoning Commission. Board members will look into who would be interested in full filling this open position. The board will appoint on the June 21, 2021 board of supervisors meeting.

Motion by Hackman, Second by Kuhn to remove the glass partition in the board room located on the second level of the courthouse. Roll Call: All Ayes. Motion Carried.

Discussed the amendment to the section 125 flexible benefits plan. No action taken by the board to allow carry over in the amount up to \$550 of unused amounts in a participant's Health FSA.

Discussed the need for department heads and supervisors to review the county's purchase policy.

Motion by Hackman, Second by Zoll to have the board secretary send out the county's purchase policy for department heads/elected officials and supervisors to review said policy. Roll Call: All Ayes. Motion Carried.

9:45 AM Jeff Bernatz update was provided in writing and read by Mashek.

Dave Gorman present at 9:48 AM.

Technicians from ICN were here on Wednesday to run test transmissions from the PSAP to Des Moines. This will be part of the feed and backhaul for ISICS. Bernatz was working on obtaining the invoice for change order #2. Wes and Greg continue to power up and configure the sites. Jeff will follow-up with Wes about installs for squads.

Bernatz will be moving to the LEMC building located at 516 S. Linn Ave. New Hampton, the following week.

Gorman provided an update on the renovation project at the LEMC building. Matt construction has turned in their keys and the temporary locks will be changed out. Gorman and his staff will continue to work on the small items that arise as needed. Dehumidifiers were placed in the basement. Lights were installed in the IT room. The punch list of items that need to be addressed were satisfied by Steve Frost.

Consensus to hire a painting service to paint parking stripes and handicap lanes and have Dave move the thermostat from downstairs interior room to an exterior wall in the basement.

Shirley Troyna present at 10:29 AM.

Motion by Hackman, Second by Byrne to discard any unused items that were left over from the renovation and items from the previous contents of the building. Roll Call: All Ayes. Motion Carried.

10:30 AM Shirley Troyna discussed the proposal from Cotts system for scanning deeds and mortgage records for online access and public use. Discussion will take place on the board meeting on June 28, 2021 before making a decision on the proposal.

Troyna left at 10:43 AM.

10:45 AM Stephanie Mashek

Motion by Byrne, Second by Hackman authorize the auditor to approve payment for Tyler Technologies annual subscription fee for \$26,893.28. Roll Call: All Ayes. Motion Carried.

Motion by Hackman, Second by Kuhn to authorize the auditor to approve Geospatial, LLC in the amount of \$3,105.00. Roll Call: All Ayes. Motion Carried.

Motion by Kuhn, Second by Hackman to authorize Auditor to approve invoice for Schneider Geospatial, LLC in the amount of \$3,105.00. Roll Call: All Ayes. Motion Carried.

Chairperson called for short recess at 10:50 AM.

Reconvened at 10:57 AM.

Ray Armel present on the phone 11:18 AM.

Discussed the Land Use Administrator compensation and what the position entails. Armel has not heard back from the Iowa Department of Revenue if the Assessor can still serve in the capacity as the Land Use Administrator.

Armel left at 11:31 AM.

Motion by Byrne, Second by Kuhn to set the salary of pay at \$6,000 for the Land Use Administrator. Roll Call: Ayes- Byrne, Kuhn, Zoll, and Holthaus. Nays- Hackman. Motion Carried.

Motion by Hackman, Second by Kuhn to approve employee wages for fiscal year 2021-2022. Roll Call: Ayes- Hackman, Byrne, Kuhn, and Holthaus. Nays- Zoll. Motion Carried.

Motion by Hackman, Second by Byrne to approve RESOLUTION 06-07-21-28. **RESOLUTION NO. 06-07-21-28 APPROPRIATIONS RESOLUTION** WHEREAS, it is desired to make appropriations for all officers and departments for the fiscal year beginning July 1, 2021, in accordance with Section 331.434, Subsection 6, Code of Iowa. NOW THEREFORE, BE IT RESOLVED by the Chickasaw County Board of Supervisors of Chickasaw County, Iowa, as follows: Section 1. The amounts itemized by fund and by department or office is hereby appropriated as per adopted budget. 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, 2021. Section 3. In accordance with Section 331.437, Code of Iowa, no department or officers 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 2021/2022 budget year the Auditor ascertains that the available resource of a fund that year will be less than said funds total appropriation, the Auditor shall immediately so inform the Board of Supervisors and recommend appropriate corrective action. Section 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amount charged thereto, and the encumbered balance. The Auditor shall report the status of such accounts to the applicable departments and officers monthly or quarterly during the fiscal year 2021/2022. Section 6. All appropriations authorized pursuant to this Resolution lapse at the close of business on June 30, 2021. **PASSED, APPROVED, AND ADOPTED** this 7th day of June 2021, the vote thereon being as follows: AYES: /ss/ Jacob Hackman, Jason Byrne, Matt Kuhn, Tim Zoll, and Rick Holthaus. NAYS: None. ATTEST: /ss/ Stephanie Mashek, Auditor. **2021-2022 DEPARTMENT BUDGET APPROPRIATIONS ALLOWED**

SUPERVISORS	\$	296,317.00
AUDITOR	\$	386,500.00
TREASURER	\$	361,381.00
COUNTY ATTORNEY	\$	312,369.00
SHERIFF	\$	1,755,381.00
RECORDER	\$	167,260.00
ENGINEERS	\$	6,477,033.00
VETERANS AFFAIRS	\$	48,995.00
CONSERVATION	\$	420,000.00
PUBLIC HEALTH & HOME CARE	\$	1,275,467.00
WEEDS COMMISSIONER	\$	345.00
DEPARTMENT OF HUMAN RESOURCES	\$	10,819.00
CARE FACILITY-HERITAGE	\$	24,200.00
STATE DHS	\$	10,400.00
MEDICAL EXAMINERS	\$	53,905.00
CO. RELIEF	\$	20,000.00
CLERK OF COURT	\$	70,600.00
SANITATION	\$	79,450.00
LIBRARIES	\$	122,500.00
AMBULANCE	\$	100,000.00
CHICKASAW COUNTY TOURISM	\$	15,000.00
LAW ENFORCEMENT BUILDING (JAIL)	\$	40,150.00
COMMUNITY SERVICE BUILDING (CSB)	\$	38,080.00
OLD VETS BUILDING/LEMC	\$	22,600.00
TOWNSHIP CLERK/TRUSTEES	\$	10,800.00
GENERAL SERVICES	\$	812,441.00
DATA PROCESSING	\$	301,400.00
HAZ MAT WASTE	\$	6,220.00
FAIR & 4-H	\$	13,000.00
SANITARY LANDFILL	\$	29,500.00
ASSESSOR	\$	476,512.00
UNEMPLOYMENT	\$	5,000.00
COUNTY MENTAL HEALTH	\$	357,990.00
REAP-CONSERVATION ENHANCEMENT	\$	57,000.00
SCHROEDER STEWARDSHIP FUND	\$	1,200.00
EMERGENCY MANAGEMENT COMMISSION	\$	100,000.00
E-911	\$	262,255.00
RECORDER'S SURCHARGE	\$	2,500.00
RECYCLING	\$	26,172.00
CIVIL SERVICES COMMISSION	\$	600.00
LAND USE	\$	10,863.00
SAUDE	\$	2,100.00
K-9	\$	3,400.00
DARE	\$	700.00
NON-DEPARTMENTAL	\$	62,250.00
DEBT SERVICE	\$	479,360.00
CAPITAL PROJECTS	\$	551,258.00
BUDGETARY REQUESTS		
CHICKASAW CO. COUNCIL ON AGING (BUS)	\$	3,000.00

CHICKASAW CO. COUNCIL ON AGING	\$	4,000.00
CEDAR VALLEY FRIENDS OF THE FAMILY	\$	2,000.00
NORTHEAST IA COMMUNICATION ACTION	\$	25,000.00
RIVERVIEW CENTER	\$	2,500.00
HELPING SERVICES- NEIA	\$	2,000.00
FOSTER GRANDPARENTS	\$	1,000.00
NE IA RC & D	\$	6,250.00
COUNTY BETTERMENT (3400)	\$	-
COUNTY BETTERMENT (6320)	\$	-
SOIL CONSERVATION	\$	5,000.00
EASTERN IOWA TOURISM	\$	500.00
ECONOMIC DEVELOPMENT	\$	10,000.00
NE IA AREA ON AGING	\$	1,000.00

Motion by Hackman, Second by Zoll to approve RESOLUTION 06-07-21-29. **RESOLUTION 06-07-21-29**
RESOLUTION FOR INTERFUND OPERATING TRANSFER WHEREAS, it is desired to authorize the County Auditor to periodically transfer funds from the Rural Services Basic Fund to the Secondary Road Fund during the FY 2021-2022 budget year, and WHEREAS, said transfers must be in accordance with Section 331.432, Code of Iowa, and NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Chickasaw County, Iowa, as follows: The total maximum transfers from the Rural Services Basic Fund to the Secondary Road Fund for the fiscal year beginning July 1, 2021 shall not exceed \$1,532,140.00. 1. The amount of any transfer shall not exceed available fund balances in the transferring fund. 2. The Auditor is directed to correct her books when said operating transfers are made and notify the Treasurer of the amounts of said transfers. PASSED, APPROVED, and adopted this 7TH day of June 2021 the vote thereon being as follows: AYES: /ss/ Jacob Hackman, Jason Byrne, Matt Kuhn, Tim Zoll, and Rick Holthaus. NAYS: None. ATTEST:/ss/ Stephanie Mashek, Auditor.

Motion by Hackman, Second by Byrne to approve RESOLUTION 06-07-21-30. **RESOLUTION NO. 06-07-21-30**
RESOLUTION FOR INTERFUND OPERATING TRANSFERS WHEREAS, it is desired to authorize the County Auditor to periodically transfer funds from the General Basic Fund to the General Supplemental Fund during the FY 2021-2022 budget year, and WHEREAS, said transfers must be in accordance with Section 331.432, Code of Iowa, and NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Chickasaw County, Iowa, as follows: The total maximum transfers from the General Basic Fund to the General Supplemental Fund for the fiscal year beginning July 1, 2021 shall not exceed \$200,000. The amount of any transfer shall not exceed available fund balances in the transferring fund. The Auditor is directed to correct her books when said operating transfers are made and notify the Treasurer of the amounts of said transfers. PASSED, APPROVED, and adopted this 7TH day of June 2021 the vote thereon being as follows: AYES: /ss/ Jacob Hackman, Jason Byrne, Matt Kuhn, Tim Zoll, and Rick Holthaus. NAYS: None. ATTEST:/ss/ Stephanie Mashek, Auditor.

Motion by Hackman, Second by Kuhn to approve RESOLUTION 06-07-21-31. **RESOLUTION 06-07-21-31**
RESOLUTION FOR INTERFUND OPERATING TRANSFER WHEREAS, it is desired to authorize the County Auditor to periodically transfer funds from the Rural Services Basic Fund to the Landfill Fund during the FY 2021-2022 budget year, and WHEREAS, said transfers must be in accordance with Section 331.432, Code of Iowa, and NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Chickasaw County, Iowa, as follows: 1. The total maximum transfers from the Rural Services Basic Fund to the Landfill Fund for the fiscal year beginning July 1, 2021 shall not exceed \$5,000. 2. The amount of any transfer shall not exceed available fund balances in the transferring fund. 2. The Auditor is directed to correct her books when said operating transfers are made and notify the Treasurer of the amounts of said transfers. PASSED, APPROVED, and adopted this 7TH day of June 2021 the vote thereon being as follows: AYES: /ss/ Jacob Hackman, Jason Byrne, Matt Kuhn, Tim Zoll, and Rick Holthaus. NAYS: None. ATTEST:/ss/ Stephanie Mashek, Auditor.

Motion by Byrne, Second by Zoll to approve RESOLUTION 06-07-21-32. **RESOLUTION NO. 06-07-21-32 A**
RESOLUTION FOR INTERFUND OPERATING TRANSFERS WHEREAS, it is desired to authorize the Chickasaw County Auditor to periodically transfer funds from the Rural Services Basic Fund 0011 to the Ambulance Fund 0036 during the FY 2021-2022 budget year, and **WHEREAS**, said

transfer must be in accordance with the Code of Iowa, and **NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Supervisors of Chickasaw County, Iowa, as follows: 1. The transfer from the Rural Services Basic Fund 0011 to the Ambulance Fund 0036 for the fiscal year beginning July 1, 2021 shall be \$100,000.00. 2. The amount of any transfer shall not exceed available fund balances in the transferring fund. 3. The Auditor is directed to correct her books when said operating transfers are made and notify the Treasurer of the amount of said transfers. **PASSED, APPROVED AND ADOPTED THIS 7TH DAY OF JUNE 2021, THE VOTE THEREON BEING AS FOLLOWS: AYES:** /ss/ Jacob Hackman, Jason Byrne, Matt Kuhn, Tim Zoll, and Rick Holthaus. **NAYS:** None. **ATTEST:**/ss/ Stephanie Mashek, Auditor.

Motion by Kuhn, Second by Hackman to approve RESOLUTION 06-07-21-33. **RESOLUTION 06-07-21-33 RESOLUTION FOR INTERFUND OPERATING TRANSFERS** WHEREAS, it is desired to authorize the County Auditor to periodically transfer funds from the General Basic Fund to the Landfill Fund during the FY 2021-2022 budget year, and WHEREAS, said transfers must be in accordance with Section 331.432, Code of Iowa, and **NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Chickasaw County, Iowa, as follows: 1. The total maximum transfers from the General Basic Fund to the Landfill Fund for the fiscal year beginning July 1, 2021 shall not exceed \$5,000. 2. The amount of any transfer shall not exceed available fund balances in the transferring fund. 3. The Auditor is directed to correct her books when said operating transfers are made and notify the Treasurer of the amounts of said transfers. **PASSED, APPROVED, and adopted this 7TH day of June 2021 the vote thereon being as follows: AYES:** /ss/ Jacob Hackman, Jason Byrne, Matt Kuhn, Tim Zoll, and Rick Holthaus. **NAYS:** None. **ATTEST:**/ss/ Stephanie Mashek, Auditor.

Discussed the budget amendment for fiscal year 2021-2022. Radio Communication tower project will not be completed by this fiscal's year end, American Rescue Plan Act for revenue and expense.

Committee Assignment Update:

Hackman discussed the seed money held for the Chickasaw County Ambulance Council. Waiting for a response from Mark Muetherthies, Chair of CCAC on seeking legal counsel whether or not the funds should be disbursed back to the cities that paid the seed money after year end.

Zoll attended a First Judicial Department of Corrections on June 4th, 2021.

Zoll went to the FMC landfill on June 1st, 2021.

Holthaus provided a letter Upper Wapsipinicon requesting information on the appointed board member and the alternate to the Wapsipinicon River Watershed Coordinator.

Motion by Hackman, Second by Byrne to approve claims in the amount of \$100,000.00. Roll Call: All Ayes. Motion Carried.

Motion by Hackman, Second by Kuhn to approve claims in the amount of \$63,939.60. Roll Call: All Ayes. Motion Carried.

Motion by Hackman, Second by Byrne to approve claims in the amount \$82,057.46. Roll Call: All Ayes. Motion Carried.

Motion by Hackman, Second by Zoll to adjourn at 12:47 PM. Roll Call: All Ayes. Motion Carried.

Rick Holthaus, Chairman
Board of Supervisors

ATTEST:

Stephanie Mashek, Auditor