

**POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS
REGULAR SESSION AGENDA**

TUESDAY, May 25th, 2021

TIME: 10:00 AM

**BOARD OF SUPERVISORS' HEARING ROOM
POTTAWATTAMIE COUNTY COURTHOUSE, 2nd Floor
227 SOUTH 6TH STREET
COUNCIL BLUFFS, IOWA 51501**

Please note:

You may participate in this meeting via:

- In person: Limited number of attendees allowed in Board Hearing Room due to Governor's self-distancing order
- YouTube, at: <https://www.youtube.com/channel/UCeP9ZQIBgMpuSyOprlyMl6g>
- Telephone Conference call: (712) 328-5848

Pledge of Allegiance.

1. CONSENT AGENDA

- A. May 18, 2021, Minutes as read.
- B. Renewal of Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor for Kum & Go #0023, Neola.
- C. Renewal of Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor for Casey's Marketing Company DBA Casey's General Store #3204, Minden.
- D. Renewal of Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor for Casey's Marketing Company DBA Casey's General Store #3205, Council Bluffs.
- E. Secondary Roads – Employment of Monte Isaacson as Roadside Seasonal.

2. SCHEDULED SESSIONS

- A. Matt Wilber/County Attorney:
 - 1) **Public Hearing** on disposal of county-owned property under Iowa Code Section 331.361, legally described as: Lot 7 in Block 5 of Babbitt Place in Council Bluffs, Pottawattamie County, Iowa.
 - 2) Discussion and decision to approve and authorize Board to sign **Resolution No. 36-2021**, for disposal of said real property.
- B. Jason Slack/Director, Buildings and Grounds – Discussion and/or decision to approve Change Order #1 – 7 Day Time Extension Due to Delay in Contract Signing.
- C. Matt Wyant, Planning Director and/or Tracy Nosekabel, Environmental Health Coordinator – Discussion and/or decision to increase the Percolation Test Fee from \$325 to \$450 and to sign **Resolution No. 38-2021** to amend County Code Chapter 1.5, Schedule of Fees.
- D. Don Gross and/or Ryan Ossell, MAPA, Discussion and/or decision to approve and authorize Board to sign **Resolution No. 39-2021** approving the selection of a firm for asbestos survey and abatement removal inspection services.

- E. Matt Wyant/Planning Director, Pam Kalstrup/Acting Director, Nicholas Gaul, Regional Water Rural Water Association and/or Peter Baudhuin, DGR – Discussion and/or decision on proposed waterline and loan agreement.

3. OTHER BUSINESS

- A. Jana Lemrick/Director, HR; John Rasmussen/County Engineer – Discussion and/or decision to approve updated Secondary Roads organizational chart and reclassification of Project Manager II and Assistant to the Engineer to Project Administrator and Operations Administrator, respectively.
- B. Jana Lemrick/Director, HR - Discussion and/or decision:
 - 1) Regarding job description update/exempt status update.
 - 2) Approve a 2.5% pay increase for department heads and non-union employees and adjustment of pay scales to reflect 2.5% between steps.
 - 3) Approve change to Employee Handbook policy #201, Salary Administration.

4. RECEIVED/FILED

- A. Salary Actions
 - 1) Jail – Payroll Status Change for Oral White, Kyle Hackett, Kyle Putnam, Matt Corum, Luis Trujillo.
 - 2) Auditor – Payroll Status change for Dixie Wilson
- B. Reports
 - 1) Sheriff’s Report of Fees Disbursed and Collected for April 2021

5. CLOSED SESSION

- A. Jana Lemrick / Director, HR and Leanne Gifford/Assistant County Attorney - Closed Session pursuant to Iowa Code 20.17(3), for discussion and/or decision on labor negotiations / collective bargaining matters.

Tuesday, May 25, 2021

5:00 P.M.	West Pott Soil and Water Conservation District Meeting	Wichman/Schultz
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Wednesday, May 26, 2021

3:30 P.M.	PACE Monthly Board Meeting	Schultz/Grobe
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Thursday, May 27, 2021

1:30 P.M.	SWIPCO Policy Meeting	Grobe
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Friday, May 28, 2021

9:30 A.M.	Advance Southwest Iowa Board of Directors Meeting	Wichman/Shea
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