

Consent Agenda

August 23, 2022

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Wichman presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

After discussion was held by the Board, a motion was made by Grobe, and second by Schultz, to approve:

- A. August 9, 2022, Minutes as read.
- B. Renewal of Class B Beer (BB) (Includes Wine Coolers), granting privileges of Class B Beer (BB) (Includes Wine Coolers) / Class C Native Wine Permit (On-Premises) / Outdoor Service / Sunday Sales to Pioneer Trail Orchard and Pumpkin L.L.C. d/b/a Pioneer Trail Orchard and Pumpkin Patch L.L.C, Council Bluffs.
- C. Renewal of Class E Liquor License (LE, granting privileges of Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License (LE), and Sunday Sales for Taylor Oil Enterprises, Limited d/b/a Taylor Quik Pik, Council Bluffs.
- D. Medical Examiner – Employment of Felica Luczek and Jacob Hardiman as on call Medical Examiner Investigators.
- E. Communications– Employment of Monica Brooks, Camsley Hovey, and Lacy Gillette as a Telecommunications Operators.

2. SCHEDULED SESSIONS

Drew Kamp and Alicia Frieze from the Council Bluffs Area Chamber of Commerce appeared before the Board to give a presentation on the Workforce Development efforts. Discussion only. No action taken.

Motion by Schultz, second by Shea, to approve the FY22/23 Workforce Contract for Workforce Development Services with the Council Bluffs Area Chamber of Commerce.

UNANIMOUS VOTE. Motion Carried.

Motion by Schultz, second by Shea, to approve and authorize Board to sign **Resolution No. 47-2022** entitled: RESOLUTION AUTHORIZING AMENDED FORGIVABLE LOAN AGREEMENT WITH REGIONAL WATER.

RESOLUTION NO. 47-2022

Resolution Authorizing Amended Forgivable Loan Agreement with Regional Water

WHEREAS, Chapter 15A of the Code of Iowa (“Chapter 15A”) declares that economic development is a public purpose for which a county may provide grants, loans, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans or other financial assistance, the board of supervisors must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that, in determining whether funds should be spent, the board of supervisors must consider any or all of a series of factors; and

WHEREAS, Regional Water has proposed to undertake certain improvements and extensions (the “Water Improvement Project”) to its water system in order to serve certain property (the “Development Property”) situated in Pottawattamie County, Iowa (the “County”); and

WHEREAS, the Water Improvement Project is necessary to provide water service to the Development Property and to promote the development of residential housing thereon (the “Housing Development Project”); and

WHEREAS, Regional Water has requested that the County provide financial assistance in the form of a forgivable loan (the “Forgivable Loan”) in order to pay for a portion of the costs of the Water Improvement Project; and

WHEREAS, the County and Regional Water have entered into a certain forgivable loan agreement (the “Original Forgivable Loan Agreement”) in connection with the Water Improvement Project and the Forgivable Loan; and

WHEREAS, it is now necessary to amend the Original Forgivable Loan Agreement in order to extend the completion date of the Water Improvement Project and to extend the maturity date of the Forgivable Loan; and

WHEREAS, an amended forgivable loan agreement (the “Amended Forgivable Loan Agreement”) has been prepared to set forth the new understanding between the County and Regional water; and

WHEREAS, it is now necessary to take action for the approval of the Amended Forgivable Loan Agreement and to make provision for the execution and delivery thereof;

NOW, THEREFORE, IT IS RESOLVED by the Board of Supervisors of Pottawattamie County, Iowa, as follows:

Section 1. Pursuant to the factors listed in Chapter 15A, the Board of Supervisors hereby finds and reaffirms that:

- a) The Housing Development Project, including the Water Improvement Project, will add diversity and generate new opportunities for the Pottawattamie County and Iowa economies; and
- b) The Housing Development Project, including the Water Improvement Project, will generate public gains and benefits, particularly in the creation of new jobs, income and housing opportunities in the County, which are warranted in comparison to the amount of the proposed Forgivable Loan.

Section 2. The Board of Supervisors further finds and reaffirms that a public purpose will reasonably be accomplished by making the Forgivable Loan in connection with the Water Improvement Project.

Section 3. The Amended Forgivable Loan Agreement is hereby approved, and the Chairperson of the Board of Supervisors and the County Auditor are hereby authorized and directed to execute and deliver the Amended Forgivable Loan Agreement on behalf of the County, in substantially the form and content in which the Amended Forgivable Loan Agreement has been presented to this Board of Supervisors. Such officers, and their designees, are also authorized to make such changes, modifications, additions or deletions as they, with the advice of bond counsel, may believe to be necessary, and to take such actions as may be necessary to carry out the provisions of the Amended Forgivable Loan Agreement.

Section 4. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

Passed and Approved this August 23, 2022.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	○	○	○	○
_____ Scott Belt	○	○	○	○
_____ Lynn Grobe	○	○	○	○
_____ Justin Schultz	○	○	○	○
_____ Brian Shea	○	○	○	○

ATTEST: _____
Melvyn Houser, County Auditor

Roll Call Vote: **AYES: Wichman, Belt, Grobe Schultz, Shea. Motion Carried.**

Motion by Shea, second by Grobe, to approve and authorize Board Chairman to sign a RISE Grant Agreement application for Magnolia Road in Underwood.
 UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Grobe, to approve and authorize Board to sign **Resolution No. 62-2022** entitled: RESOLUTION DECLARING POTTAWATTAMIE COUNTY’S STANCE AGAINST THE USE OF EMINENT DOMAIN FOR THE CONSTRUCTION OF CARBON DIOXIDE TRANSMISSION PIPELINES.

RESOLUTION NO. 62-2022

RESOLUTION DECLARING POTTAWATTAMIE COUNTY’S STANCE AGAINST THE USE OF EMINENT DOMAIN FOR THE CONSTRUCTION OF CARBON DIOXIDE TRANSMISSION PIPELINES.

WHEREAS, Summit Carbon Solutions and Navigator Heartland Greenway intend to construct carbon dioxide pipelines across the state of Iowa, some of which pass through Pottawattamie County, IA.

WHEREAS, these pipelines are for the transmission of captured carbon dioxide gas from various ethanol facilities in Iowa to an underground storage location in North Dakota.

WHEREAS, the only beneficiary of these pipelines will be those producing the carbon dioxide, those transmitting it and those storing it with no contribution to the general public.

WHEREAS, the path needed to construct the pipelines can only be achieved by enforcing Eminent Domain granted by the Iowa Utilities Board across privately held land of opposed landowners.

NOW THEREFORE BE IT RESOLVED, that while Pottawattamie County encourages business growth and development and recognizes the importance of ethanol facilities to the local economy, this particular type of pipeline should not be considered a public utility. Pottawattamie County is opposed to the use of Eminent Domain laws against private landowners as there is no benefit to general public.

Dated this 23rd Day of August, 2022.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
 Melvyn Houser, County Auditor

Roll Call Vote: **AYES: Wichman, Belt, Grobe, Schultz, Shea. Motion Carried.**

3. OTHER

Motion by Schultz, second by Shea, to approve and authorize funding for on-site employee blood draws up to \$5,000.
 UNANIMOUS VOTE. Motion Carried.

4. RECEIVED/FILED

- A. Salary Action(s):
 - 1) Sheriff – Payroll status change for James Doty and Cassie Green.
 - 2) Jail – Payroll status change for Ryan Hecker, Jay Wilson, and Grant Gilliam.
 - 3) Secondary Roads – Payroll status change for Tyler Campbell.

5. PUBLIC COMMENTS

Lisa Lima appeared before the Board concerned about the Carbon Dioxide Pipeline. The County should draft ordinance that already exist.

6. CLOSED SESSION

Motion by Shea, second by Schultz, to go into Closed Session pursuant Iowa Code 20.17(3) for discussion and/or decision on labor negotiations/collective bargaining matters.

Roll Call Vote: AYES: Wichman, Belt, Grobe, Schultz, Shea. Motion Carried.

Motion by Belt, second by Shea, to go out of Closed Session.

Roll Call Vote: AYES: Wichman, Belt, Grobe, Schultz, Shea. Motion Carried.

7. OPEN SESSION

After discussion was held by the Board on the Amendment of Bargaining Unit for the Pottawattamie County Deputy Sheriffs Association, a motion was made by Schultz, and second by Shea, to table and revisit after January 1st, 2023, for the new Board of Supervisors to weigh in on the decision.

UNANIMOUS VOTE. Motion Carried.

8. ADJOURN

Motion by Shea, second by Grobe, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:56 A.M.

Tim Wichman, Chairman

ATTEST: _____
Melvyn Houser, Pottawattamie County Auditor

APPROVED: August 30, 2022

PUBLISH: X

Scheduled Sessions

Becky Lenihan / Auditor's
Office, Finance Dept.

Public Hearing on Amendment to current county budget
for Fiscal Year 2022-2023 and approve and authorize
Board to sign Resolution No 57-2022.

<u>Tim Wichman, Chairman</u>	○	○	○	○
<u>Scott Belt</u>	○	○	○	○
<u>Lynn Grobe</u>	○	○	○	○
<u>Justin Schultz</u>	○	○	○	○
<u>Brian Shea</u>	○	○	○	○

ATTEST: _____
Melvyn J. Houser, County Auditor

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET
POTTAWATTAMIE COUNTY
 Fiscal Year July 1, 2022 - June 30, 2023

The POTTAWATTAMIE COUNTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2023

Meeting Date/Time: 8/30/2022 10:00 AM

Contact: Melvyn Houser, County Auditor

Phone: (712) 328-5700

Meeting Location: Pottawattamie County Courthouse
 Board of Supervisors Hearing Room 2nd Floor
 227 S 6th St
 Council Bluffs IA 51501

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	47,266,412	0	47,266,412
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Less: Credits to Taxpayers	3	1,647,000	0	1,647,000
Net Current Property Tax	4	45,619,412	0	45,619,412
Delinquent Property Tax Revenue	5	3,000	0	3,000
Penalties, Interest & Costs on Taxes	6	147,000	0	147,000
Other County Taxes/TIF Tax Revenues	7	8,682,380	100,000	8,782,380
Intergovernmental	8	24,326,996	285,128	24,612,124
Licenses & Permits	9	307,300	0	307,300
Charges for Service	10	3,030,375	775,850	3,806,225
Use of Money & Property	11	246,255	35,000	281,255
Miscellaneous	12	2,368,250	2,734,500	5,102,750
Subtotal Revenue	13	84,730,968	3,930,478	88,661,446
Other Financing Sources:				
General Long-Term Debt Proceeds	14	1,745,000	0	1,745,000
Operating Transfers In	15	10,852,596	0	10,852,596
Proceeds of Fixed Asset Sales	16	0	0	0
Total Revenues & Other Sources	17	97,328,564	3,930,478	101,259,042
EXPENDITURES & OTHER FINANCING USES				
Operating:				
Public Safety and Legal Services	18	36,858,953	200,000	37,058,953
Physical Health and Social Services	19	5,270,775	90,900	5,361,675
Mental Health, ID & DD	20	0	0	0
County Environment & Education	21	15,905,346	3,728,850	19,634,196
Roads & Transportation	22	17,014,270	0	17,014,270
Government Services to Residents	23	2,557,037	0	2,557,037
Administration	24	17,275,661	3,432,300	20,707,961
Nonprogram Current	25	0	0	0
Debt Service	26	3,494,250	0	3,494,250
Capital Projects	27	13,661,200	5,021,841	18,683,041
Subtotal Expenditures	28	112,037,492	12,473,891	124,511,383
Other Financing Uses:				
Operating Transfers Out	29	10,852,596	0	10,852,596
Refunded Debt/Payments to Escrow	30	0	0	0
Total Expenditures & Other Uses	31	122,890,088	12,473,891	135,363,979
Excess of Revenues & Other Sources over (under) Expenditures & Other Uses	32	-25,561,524	-8,543,413	-34,104,937
Beginning Fund Balance - July 1, 2022	33	78,279,482	0	78,279,482
Increase (Decrease) in Reserves (GAAP Budgeting)	34	0	0	0
Fund Balance - Nonspendable	35	0	0	0
Fund Balance - Restricted	36	24,192,374	0	24,192,374
Fund Balance - Committed	37	0	0	0
Fund Balance - Assigned	38	5,684,030	0	5,684,030
Fund Balance - Unassigned	39	22,841,554	-8,543,413	14,298,141
Total Ending Fund Balance - June 30, 2023	40	52,717,958	-8,543,413	44,174,545

Explanation of Changes: Increased Revenues for GIS and Public Health; Increased Revenue Reimb 2019 Flood; Veterans Allocation-Donations; IT audio visual, hardware, misc. equipment; Drug Forfeiture Fund reallocation to other departments; ARPA fund additional expenditures; Increased Rev/Exp for Conservation including LOST fund; Expenditures for 2019 Flood Acquisitions; and Allocation of bond expenses for new fiscal year.

FY 2022-2023 Pottawattamie County Budget Appropriations

DEPT #	DEPARTMENT NAME	CERTIFIED BUDGET 03/29/22	ORIGINAL 7/1/2022	AMENDMENT 8/30/2022	AMENDMENT	AMENDMENT	Original Budget	DEPT #
				Reso 22-xxxx			With Amendments	
01	Board of Supervisors	25,669,398	25,669,398	5,806,000			31,475,398	01
02	Auditor	1,716,270	1,716,270				1,716,270	02
03	Treasurer	1,882,864	1,882,864				1,882,864	03
04	Attorney	3,651,302	3,651,302	200,000			3,851,302	04
05	Sheriff	9,029,809	9,029,809				9,029,809	05
06	Debt Service/Supervisors	3,494,250	3,494,250				3,494,250	06
07	Recorder	870,685	870,685				870,685	07
12	Medical Examiner	439,793	439,793				439,793	12
20	Secondary Roads	19,339,270	19,339,270				19,339,270	20
21	Veteran Affairs	451,710	451,710	34,400			486,110	21
22	Conservation	3,057,593	3,057,593	832,850			3,890,443	22
23	Physical Health & Education	1,761,753	1,761,753	56,500			1,818,253	23
24	General Assistance	234,778	234,778				234,778	24
25	DHS	388,300	388,300				388,300	25
27	Animal Control	179,474	179,474				179,474	27
29	Corrections-Jail	15,156,229	15,156,229				15,156,229	29
37	Communications-911	3,991,210	3,991,210				3,991,210	37
38	Environmental Health	699,988	699,988				699,988	38
40	Unemployment--HR	0	0	40,000			40,000	40
48	WIC	662,424	662,424				662,424	48
50	Human Resources	608,212	608,212	8,000			616,212	50
51	Building and Grounds	1,468,464	1,468,464				1,468,464	51
52	Information Services	2,310,575	2,310,575	174,300			2,484,875	52
53	Planning & Development	725,862	725,862	300,000			1,025,862	53
54	GIS	433,989	433,989				433,989	54
57	Promise Partners	436,425	436,425				436,425	57
58	CD Treatment Services	4,000	4,000				4,000	58
60	Mental Health	2,036,165	2,036,165				2,036,165	60
99	Non Departmental	22,188,796	22,188,796	5,021,841			27,210,637	99
	TOTAL	122,889,588	122,889,588	12,473,891	0	0	135,363,479	

DEPT #	Revenue Amount	Expense Amount
Board of Supervisors - 01	\$ 2,550,000	\$ 5,806,000
Total	\$ 2,550,000	\$ 5,806,000
County Attorney - 04		\$ 200,000
Total	\$ -	\$ 200,000
Veteran Affairs - 21		\$ 34,400
Total	\$ -	\$ 34,400
Conservation - 22	\$ 910,850	\$ 832,850
Total	\$ 910,850	\$ 832,850
Public Health - 23	\$ 184,500	\$ 56,500
Total	\$ 184,500	\$ 56,500
Unemployment - 40	\$ -	\$ 40,000
Total	\$ -	\$ 40,000
Human Resources (PR) - 50	\$ -	\$ 8,000
Total	\$ -	\$ 8,000
IT - 52	\$ -	\$ 174,300
Total	\$ -	\$ 174,300
Planning - 53	\$ 255,000	\$ 300,000
Total	\$ 255,000	\$ 300,000
GIS - 54	\$ 30,128	\$ -
Total	\$ 30,128	\$ -
Nondepartmental - 99	\$ -	\$ 5,021,841
Total	\$ -	\$ 5,021,841
	\$ 3,930,478	\$ 12,473,891

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

**Discussion and/or decision to approve and authorize
Board to sign Resolution No. 56-2022 entitled:
RESOLUTION FOR TRANSFER FROM GENERAL FUND TO
VETERAN AFFAIRS DONATIONS FUND.**

RESOLUTION NO. 56-2022

RESOLUTION for Transfer from General Fund to Veteran Affairs Donations Fund

WHEREAS, it is desired to transfer money from General Fund to Veteran Affairs Donations Fund; and

WHEREAS, said transfer is in accordance with Section 331.432, Code of Iowa; and

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors as follows:

SECTION 1: The sum of \$4,163.72 is ordered to be transferred from General Fund to Veterans Affairs Donations Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of this operating transfer.

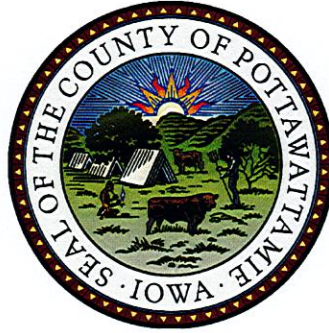
Dated this 30th Day of August, 2022.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



Kristi Everett, First Deputy – Elections
Linda Swolley, First Deputy - Real Estate
Kristy Hassay, Second Deputy – Real Estate
Becky Lenihan, Finance & Tax Officer
Phone (712) 328-5700
FAX (712) 328-4740

August 30, 2022

To: Heather Ausdemore

RE: Transfer from General Fund to Veteran Affairs Donations Fund

As per board authorization of August 30, 2022, please transfer as follows:

\$ 4,163.72 **FROM:** 0001-99-0300-000-81400-000 (General Fund)
\$ 4,163.72 **TO:** 0051-0-99-0300-904000-000 (Veterans Affairs Donations Fund)

For transfer of Veterans Affairs donations line item in the General Fund into new fund for Veterans Affairs Donations Fund. (Difference in revenues – expenditures for FY 21/22). New fund was created in FY 20/21 but they continued to use the line items in fund 0001. These line items in fund 0001 have been suspended so they can no longer use them but rather the ones in fund 0051.

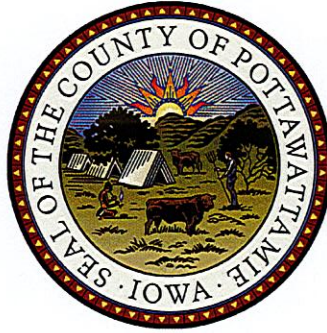
Thank You

Becky Lenihan
Finance and Tax Officer

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

**Discussion and/or decision to approve and authorize
Board to sign Resolution No. 58-2022 entitled:
RESOLUTION FOR TRANSFERS FROM GAMING FUND TO
WEST SWCD/POTTAWATTAMIE COUNTY STRUCTURES
FUND AND EAST SWCD/POTTAWATTAMIE COUNTY
STRUCTURES FUND.**

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



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August 30, 2022

To: Heather Ausdemore

RE: Transfer from Gaming Fund (0003) to West SWCD/Pott Co Structures Fund (0046)

RE: Transfer from Gaming Fund (0003) to East SWCD/Pott Co Structures Fund (0047)

As per board authorization of August 22, 2022, please transfer funds as follows:

\$15,000	FROM	0003-99-0300-000-81400-000	(Gaming Fund)
\$15,000	TO	0046-0-99-0300-904000-000	(West SWCD/Pott Co Structures Fund)

And

\$10,000	FROM	0003-99-0300-000-81400-000	(Gaming Fund)
\$10,000	TO	0047-0-99-0300-904000-000	(East SWCD/Pott Co Structures Fund)

Attached is a copy of authorization from the Pottawattamie County Board of Supervisors.

Thank-you
Becky Lenihan
Finance and Tax Officer

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

**Discussion and/or decision to approve and authorize
Board to sign Resolution No. 59-2022 entitled:
RESOLUTION for transfer from General Basic to
Secondary Roads Fund.**

RESOLUTION NO. 59-2022

RESOLUTION FOR TRANSFER FROM GENERAL BASIC TO SECONDARY ROADS FUND.

WHEREAS, it is desired to transfer money from the General Basic Fund to Secondary Roads Fund; and

WHEREAS, said transfers are in accordance with Section 331.432, Code of Iowa.

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors authorizes the following transfers:

SECTION 1: The sum of \$115,582.00 is ordered to be transferred from the General Basic Fund to Secondary Roads Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of these operating transfers.

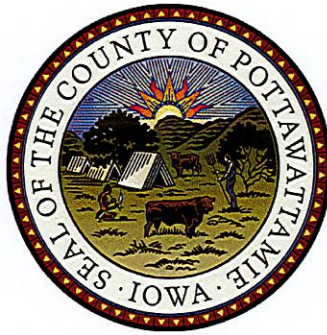
Dated this 30th Day of August, 2022.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
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FAX (712) 328-4740

August 30, 2022

To: Heather Ausdemore

RE: 2022-2023 Inter-fund Transfer from General Basic to Secondary Roads Fund

As per board authorization of August 30, 2022, please transfer as follows:

\$ 115,582.00 **FROM:** 0001-99-0300-000-81200-000 (General Basic Fund)

\$ 115,582.00 **TO:** 0020-0-99-0301-900000-000 (Secondary Roads Fund)

Budgeted (.02) transfer to Roads from General Basic. Attached is a copy of authorization from the Pottawattamie County Board of Supervisors.

Thank-you
Becky Lenihan
Finance and Tax Officer

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

**Discussion and/or decision to approve and authorize
Board to sign Resolution No. 60-2022 entitled:
RESOLUTION for transfer from General Fund to General
Supplemental Fund.**

RESOLUTION NO. 60-2022

RESOLUTION FOR TRANSFER FROM GENERAL FUN TO GENERAL SUPPLEMENTAL FUND

WHEREAS, it is desired to transfer money from the General Basic Fund to General Supplemental Fund.

WHEREAS, said transfers are in accordance with Section 331.432, Code of Iowa.

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors authorizes the following transfers:

SECTION 1: The sum of \$385,337.00 is ordered to be transferred from the General Basic Fund to General Supplemental Fund, and

SECTION 2: The Auditor is directed to correct his/her book accordingly and to notify the Treasurer of these operating transfers.

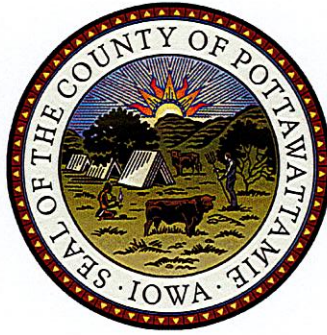
Dated this 30th Day of August, 2022.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



Kristi Everett, First Deputy – Elections
Linda Swolley, First Deputy - Real Estate
Kristy Hassay, Second Deputy – Real Estate
Becky Lenihan, Finance & Tax Officer
Phone (712) 328-5700
FAX (712) 328-4740

August 30, 2022

To: Heather Ausdemore

RE: Transfer from General Fund to General Supplemental Fund

As per board authorization of August 30, 2022, please transfer as follows:

\$ 385,337.00 **FROM:** 0001-99-0300-000-81200-000 (General Fund)
\$ 385,337.00 **TO:** 0002-0-99-0300-904000-000 (General Supplemental Fund)

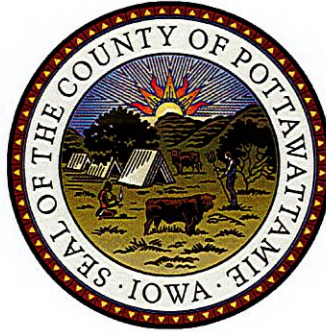
For transfer of General Fund to General Supplemental Fund for budgeted transfer for insurance increase
FY 22/23

Thank You
Becky Lenihan
Finance and Tax Officer

Becky Lenihan/Tax & Finance
Officer, Auditor's Office

**Discussion and/or decision to approve and authorize
Board to sign Resolution No. 61-2022 entitled:
RESOLUTION for transfer from Gaming Fund to Property
Acquisition/Improvement Donations Fund.**

MELVYN HOUSER
POTTAWATTAMIE COUNTY AUDITOR
AND ELECTION COMMISSIONER
227 S. 6th St, Room 243
P. O. BOX 649
COUNCIL BLUFFS, IOWA 51502-0649



Kristi Everett, First Deputy – Elections
Linda Swolley, First Deputy - Real Estate
Kristy Hassay, Second Deputy – Real Estate
Becky Lenihan, Finance & Tax Officer
Phone (712) 328-5700
FAX (712) 328-4740

August 30, 2022

To: Heather Ausdemore

RE: Transfer from Gaming Fund to Property Acquisition/Improvement Donations Fund

As per board authorization of August 30, 2022, please transfer as follows:

\$ 1,200,000.00 **FROM:** 0003-99-0300-000-81400-000 (Gaming Fund)
\$ 1,200,000.00 **TO:** 0019-0-99-0300-904000-000 (Property Acquisition/Improvement Fund)

Budgeted transfer from Gaming to Property Acquisition/Improvement Fund.

Thank You

Becky Lenihan
Finance and Tax Officer

Chief Carmody / Council Bluffs
Police Department and Jeff
Theulen /Chief Deputy, Sheriff.

Update on the 100-yard Shooting Range and Training
Center.

Paula Hazelwood/Chief
Executive Officer, Advance
Southwest Iowa Coporation

**Discussion and/or decision on recommendation &
request of Financial Allocation for Grant Writing
Services to Accompany the RPCIC Initiative.**

Paula Hazelwood/Chief
Executive Officer, Advance
Southwest Iowa Corporation

Discussion and/or decision to approve and authorize Board to sign Resolution No. 64-2022 entitled: Resolution by the Pottawattamie County Board of Supervisors, State Of Iowa to Support and Allocate American Rescue Plan Act (ARPA) Funds to the Rural Pottawattamie County Infrastructure Collaborative (RPCIC).

RESOLUTION NO. 64-2022

A RESOLUTION BY THE POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS, STATE OF IOWA TO SUPPORT AND ALLOCATE AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO THE RURAL POTTAWATTAMIE COUNTY INFRASTRUCTURE COLLABORATIVE (RPCIC).

WHEREAS, the Pottawattamie County Board of Supervisors, Iowa West Foundation, Advance Southwest Iowa Corporation and Golden Hills Resource Conservation & Development have partnered on the RPCIC initiative, and

WHEREAS, the RPCIC initiative is a county-wide collaborative that has identified current and future infrastructure/community projects in rural Pottawattamie County, and

WHEREAS, the RPCIC is at the pivotal stage to begin providing guidance and resources to those rural Pottawattamie County communities that have vetted infrastructure projects that will meet the deadline of 2026 to utilize ARPA and/or other grants/loans to complete their pending infrastructure projects, and

WHEREAS, the RPCIC is requesting an allocation of \$1,500,000 in ARPA funds from Pottawattamie County to be utilized as the match requirement for ARPA and/or other grant/loan applications that will be submitted by communities in rural Pottawattamie County, and

WHEREAS, Advance Southwest Iowa Corporation recommends McClure Engineering (the RPCIC’s current consultant) to provide rural Pottawattamie County communities assistance with the completion and submittal of competitive grant/loan applications, and

WHEREAS, Advance Southwest Iowa Corporation will continue to provide the Pottawattamie County Board of Supervisors on-going updates regarding the RPCIC initiative as well as ARPA and other infrastructure grants/loans pursuant to the before mentioned vetted infrastructure projects.

THEREFORE, BE IT RESOLVED BY THE POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS, STATE OF IOWA: That the Pottawattamie County Board of Supervisors support the Rural Pottawattamie County Infrastructure Collaborative (RPCIC) and approve their request for \$1,500,000 in ARPA funds to be utilized for matching funds for infrastructure projects for communities in rural Pottawattamie County.

Dated this 30th Day of August 2022.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	O	O	O	O
_____ Scott Belt	O	O	O	O
_____ Lynn Grobe	O	O	O	O
_____ Justin Schultz	O	O	O	O
_____ Brian Shea	O	O	O	O

ATTEST: _____
Melvyn Houser, County Auditor

**Kaylee Langrell/Stakeholder
Relations Manager, Turnkey
Logistics, Representing Summit
Carbon Solutions**

**Presentation to the Board on project update for Summit
Carbon Solutions.**

Pottawattamie County, Iowa



SUMMIT CARBON SOLUTIONS

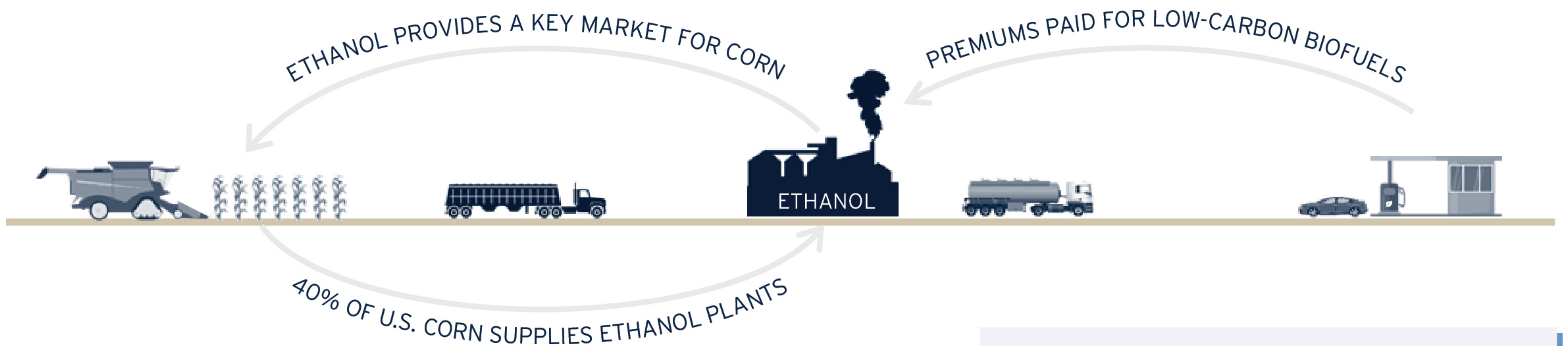
Summit Carbon Solutions will open new economic opportunities for the ethanol industry that is so vital to Iowa's economy. As a result, this investment will strengthen the marketplace for corn growers while enhancing commodity prices, land values, and revenues for local communities.

The figures below are estimates provided by Ernst and Young based on the cost of construction and operation of the Summit Carbon Solutions Pipeline Project.

Pottawattamie County	
TOTAL INVESTMENT	\$22,919,829
NEW PROPERTY TAXES ANNUAL	\$878,041
Construction Phase (Iowa)	
TOTAL INVESTMENT	\$987 Million
STATE & LOCAL TAXES PAID BY SCS	\$73 Million
TOTAL LABOR INCOME	\$389 Million
AVERAGE WAGE OF EMPLOYEES	\$64,290
Operations Phase (Iowa)	
ANNUAL EXPENDITURES	\$64 Million
STATE & LOCAL TAXES PAID BY SCS	\$42 Million
AVERAGE WAGE OF EMPLOYEES	\$83,921



57%
of corn sold in the state of Iowa goes to Ethanol Plants



HOW TAX REVENUES COULD BE SPENT AT COUNTY LEVEL



Investments In Schools



Support For Local Hospitals



Lower Taxes



New Roads

IOWA ETHANOL PLANT PARTNERS

Corn LP - Goldfield (IA), Golden Grain Energy - Mason City (IA), Green Plains, Inc. - Shenandoah (IA), Green Plains, Inc. - Superior (IA), Homeland Energy Solutions - Lawler (IA), Lincolnway Energy - Nevada (IA), Little Sioux Corn Processors - Marcus (IA), Louis Dreyfus - Grand Junction (IA), Pine Lake Processors - Steamboat Rock (IA), Plymouth Energy - Merrill (IA), Quad County Corn Processors - Galva (IA), Siouxland Energy Cooperative - Sioux Center (IA)



IOWA

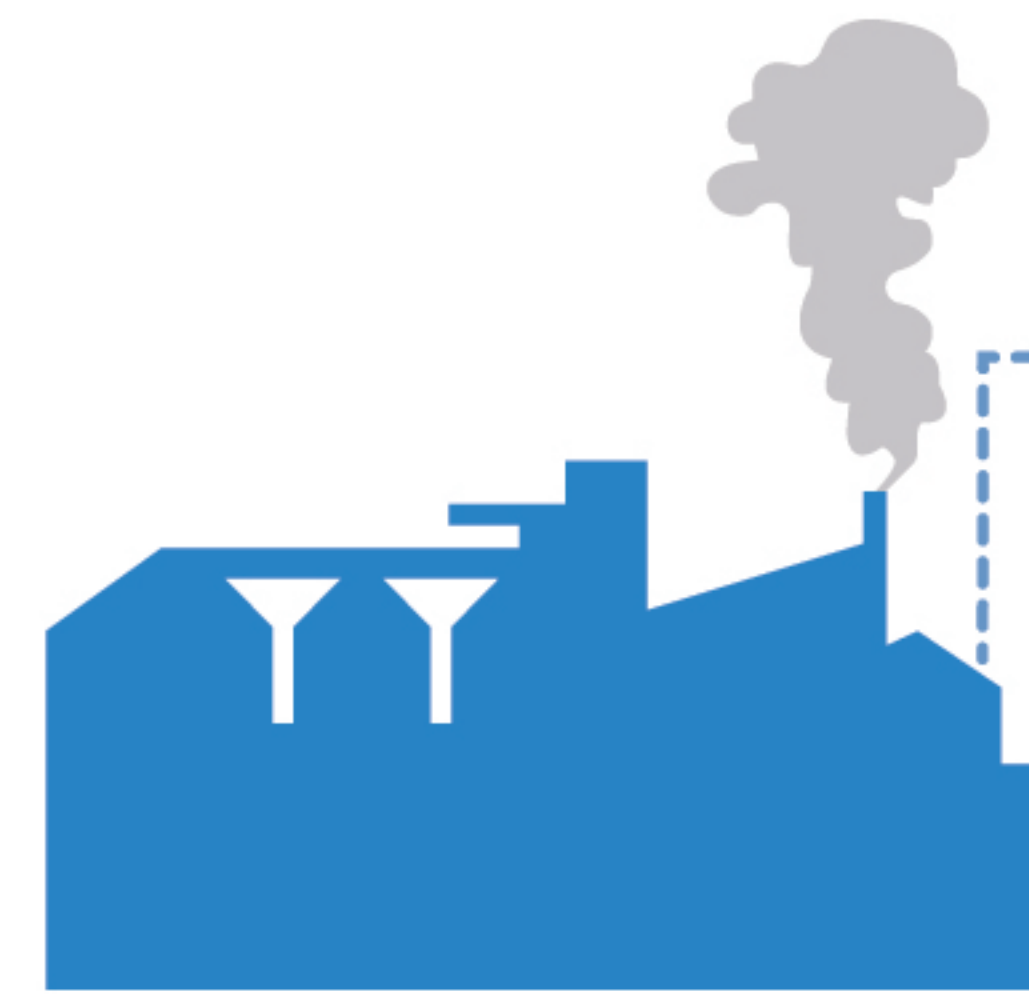
Voluntary Easement Miles Acquired

- Over 300 miles now signed
- Over 750 landowners have signed, equating more than 1,300 agreements executed



Iowa Utilities Board

- Permit Application Submitted to Iowa Utilities Board January 2022 – Docket Number HLP-2021-0001
- Decision requested June 2023
- Iowa Utilities Board accepting comments at iub.iowa.gov

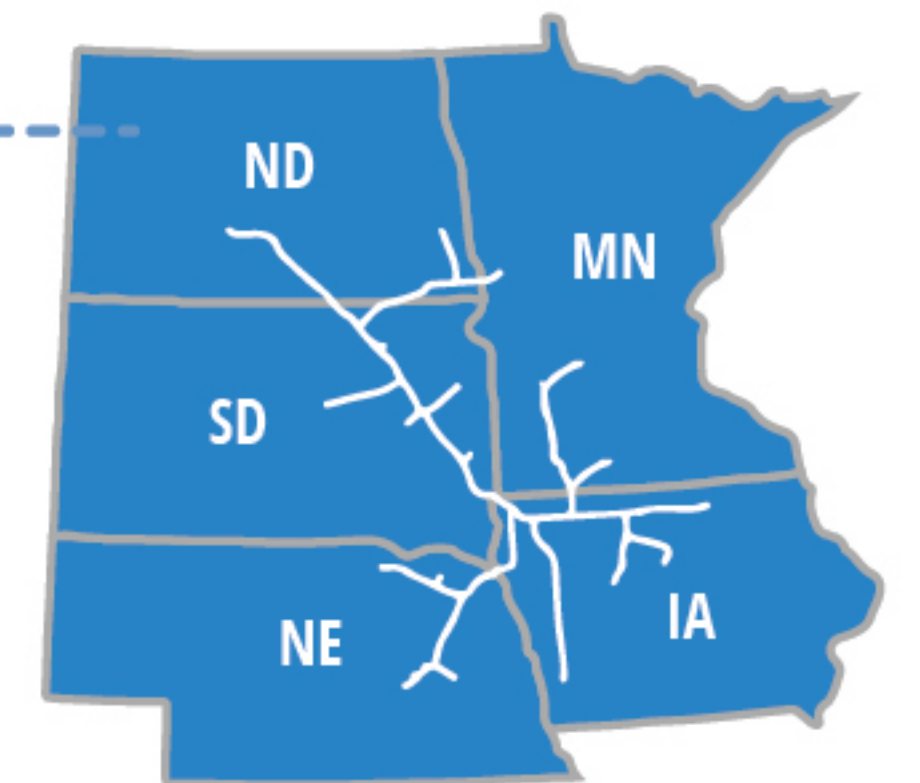


Investors

- Ethanol Plant Partners
- John Deere
- Continental Resources
- Tiger Infrastructure
- TPG Rise Climate
- Summit Agricultural Group

Partners

- 32 ethanol plants across 5 states (Nebraska, Iowa, Minnesota, North Dakota, South Dakota)
- Minnkota Power Cooperative (CO₂ storage) giving Summit Carbon Solution access to the largest of only three permitted CO₂ storage sites in the United States.



Construction Anticipated Start Date: **August 2023**



- A gas in atmospheric conditions.
- A dense phase deep underground or in a pipeline. A dense phase has the viscosity of a gas but a density closer to that of a liquid.
- Nonexplosive and noncombustible.
- Dispersed as a gas when introduced to conditions outside the pipeline.
- CO₂ pipelines have an excellent safety record exceeding pipelines that carry other materials.
- Transported at ambient temperature that does not affect the surrounding soil.

Pipeline Transport Is Critical to Carbon Capture & Storage

Transporting carbon dioxide by pipeline is the safest method for the large volumes of CO₂ that will be captured and permanently stored. With more than 5,000 miles of infrastructure currently operating in the United States, carbon dioxide pipelines have an excellent safety record.

Carbon capture and storage utilizes longstanding technology that is safe for landowners and communities.

- CO₂ capture is already deployed at more than 40 ethanol plants.
- There are 5,000 miles of existing CO₂ pipelines in the United States regulated by the Department of Transportation (DOT) Pipeline and Hazardous Materials Safety Administration (PHMSA).
- Captured CO₂ is permanently and safely stored deep underground based on EPA standards.

Pipelines Are Highly Regulated

Stringent requirements for the safe design, construction, and operation of CO₂ pipelines have been established by the DOT PHMSA. Additionally, constructing the Summit Carbon Solutions system requires permits from the following entities:

- | | |
|--|--|
| State: | Federal: |
| <ul style="list-style-type: none"> • Iowa Utilities Board • Iowa Department of Natural Resources (DNR) | <ul style="list-style-type: none"> • United States Army Corps of Engineers • United States Fish and Wildlife |

Summit Carbon Solutions is working with landowners, community leaders, stakeholders, and more with respect, honesty, and transparency to obtain the necessary rights from the landowners for any proposed temporary and permanent easements.

Summit Carbon Solution's Pipeline is Overbuilt for Safety

Summit Carbon Solutions' pipeline will be built beyond federal specifications in these ways:

- PHMSA - 195.248 Pipeline Location - requires 3ft depth below ground level. Summit Carbon Solutions will be at 4ft minimum depth.
- PHMSA - 195.210 Pipeline Location - requires 50ft setback from all dwellings. Summit Carbon Solutions is designing the pipeline that far exceeds the minimum setback.
- PHMSA - 195.250 Clearance Between Pipe and Underground Structures – Any new pipe must be at least 12" away from any other underground pipe or structure. Summit Carbon Solutions' best practice is 24".
- PHMSA 49 CFR Part 195 defines minimum requirements like the spacing between block valves, which is no more than 20 miles apart and in some cases less for Summit Carbon Solutions' pipeline.

Summit Carbon Solutions will employ a computer based, computational leak detection system that continuously monitors the operation of the pipeline from a manned control center. Similar leak detection systems are currently being utilized in the operation of numerous pipelines across the United States. Data will be continuously collected from pressure sensors, flowmeters, and temperature sensors installed along the pipeline and used to identify abnormal operating conditions. In the unlikely event of a leak, the system will provide information necessary to locate the leak, isolate the pipeline segment, and mitigate risk.

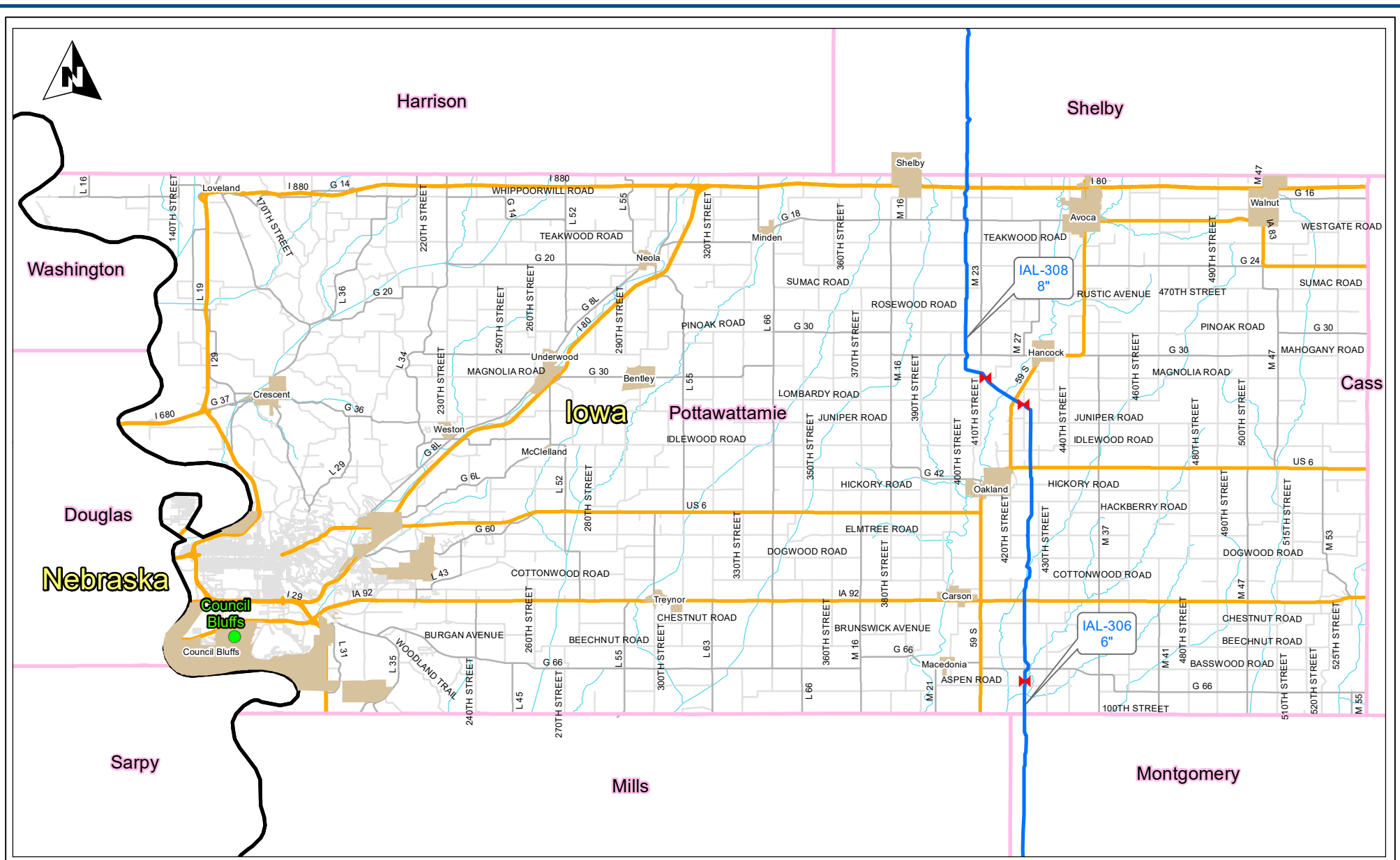
Community Investment

Summit Carbon Solutions is looking to invest and volunteer in local communities. If there is somewhere we can invest in your community, please contact Kaylee Langrell 501-581-3348 or Kaylee.langrell@tkl360.com

Contact Information

For Emergency Management Questions:
ROD DILLON
Director of Regulatory Compliance
rdillon@summitcarbon.com
515-531-2624

For More Project Information or Interviews:
JESSE HARRIS
Director of Public Affairs
jharris@summitcarbon.com
515-240-2104



- Participating Ethanol Plant
- County Seat
- Mainline Valve
- Pump Station
- Highly Populated Areas
- State Boundary
- County Boundary
- Route
- Primary Road
- Secondary Road
- Local Road
- Railroad
- River

**25.33 MILES OF ANTICIPATED PIPELINE
POTTAWATTAMIE COUNTY IOWA**

Pipeline centerline is based on the 07/27/2022 route.

<i>Pottawattamie County Iowa Pipeline Mileage Overview</i>		
COUNTY: POTTAWATTAMIE	DRAWN BY: CNH	
STATE: IOWA	CHECKED BY:	
REV. NO.:	REVISION	DATE
0	ISSUED FOR REVIEW	2021-09-10
PRELIMINARY ROUTE SUBJECT TO CHANGE		
DATE: 7/28/2022	PROJECTION: NAD 83	

SUMMIT
CARBON
SOLUTIONS

DWG:
SHEET: 1

**Matt Wyant/Director, Planning and
Development and/or Pam
Kalstrup/Coordinator, Zoning & Land Use,
Planning and Development and Terry
Brown/Iowa Homeland Security**

**Discussion and/or decision on
Pottawattamie County Subaward
Agreement Amendment to provide federal
assistance from the HMGP 4421DR.**



STATE OF IOWA

KIM REYNOLDS
GOVERNOR

ADAM GREGG
LT. GOVERNOR

IOWA DEPARTMENT OF HOMELAND SECURITY
AND EMERGENCY MANAGEMENT
JOHN R BENSON, HOMELAND SECURITY ADVISOR
AND EMERGENCY MANAGEMENT DIRECTOR

August 19, 2022

Pam Kalstrup
Planning and Development
Pottawattamie County
227 South 6th Street
Council Bluffs, IA, 51501-4269

SUBJECT: HMGP DR-4421-IA-0048
Pottawattamie County Property Acquisition

Dear Ms. Kalstrup,

Pottawattamie County has been granted an approval on the amendment request for a Scope of Work change. I have included one original grant amendment for review, approval and signature.

Please scan and email the signed copy to your project officer (Terry E. Brown, TE.Brown@iowa.gov) and mitigation finance officer (Katherine Hines, Katherine.Hines@iowa.gov).

We will scan the fully executed amendment into EMGrantsPro for your access.

If you have any questions or need assistance, please do not hesitate to call me at 515-318-8606, or e-mail me at Katherine.Hines@iowa.gov.

Sincerely,

**Katherine
Hines**

Katherine Hines
Mitigation Finance Officer

Digitally signed by
Katherine Hines
Date: 2022.08.19 16:12:05
-05'00'

Enclosure

Amendment Number Three

SUBAWARD AGREEMENT

Between

Iowa Department of Homeland Security and Emergency Management

And

Pottawattamie County

SUBAWARD AGREEMENT NO: DR-4421-0048

PROJECT TITLE: Pottawattamie County Property Acquisition

FEDERAL AWARD IDENTIFICATION NUMBER (FAIN): 4421DRIAP00000485

AMENDED FEDERAL FUNDS OBLIGATED AMOUNT: \$ 3,902,550.00

This is Amendment Number Three to the above-referenced Subaward Agreement (AGREEMENT) between Iowa Department of Homeland Security and Emergency Management (HSEMD) and Pottawattamie County (SUBRECIPIENT). The original AGREEMENT was executed on 4/7/2021.

Page 1 of 12, **Section I. SCOPE OF WORK**, paragraphs 1-2, of said AGREEMENT is amended to read:

This Subaward Agreement (AGREEMENT) is to provide Pottawattamie County (SUBRECIPIENT) with federal assistance from the Hazard Mitigation Grant Program and applicable non-federal matching funds for the above referenced hazard mitigation grant. The total subaward is **\$ 5,236,792.00**.

Project Costs – The federal share shall not exceed **\$3,902,550.00** or **(75%)** of the actual allowable subaward costs, whichever is less. The state share shall not exceed **\$520,340.00** or **(10%)** of the actual allowable costs, whichever is less. The SUBRECIPIENT shall provide at least **\$780,510.00** or **(15%)** through local non-federal (cash and/or in-kind) sources for actual allowable subaward costs.

Exhibit B: Scope of Work, **Total Budget**, of said AGREEMENT is amended as attached.

Exhibit B: Scope of Work, **Approved Properties**, of said AGREEMENT is amended as attached.

#	Site Location Address	Site Location City	Site Location State	Site Location Zip	Status
5	14897 Marigold Lane	Crescent	Iowa	51526	Added
7	15273 Missouri Ave	Crescent	Iowa	51526	Added
9	15469 Teal Lane	Honey Creek	Iowa	51542	Added
11	16086 Missouri Ave	Crescent	Iowa	51526	Added
16	24687 152 nd St	Crescent	Iowa	51526	Added
18	24699 152 nd St	Crescent	Iowa	51526	Added
19	25465 Meadowlark Loop	Crescent	Iowa	51526	Added
23	26997 152 nd St	Crescent	Iowa	51526	Added
30	29420 Sandy Loop	Crescent	Iowa	51526	Added
31	30058 152 nd St	Honey Creek	Iowa	51542	Added
32	30070 N 152 nd St	Honey Creek	Iowa	51542	Added
38	32603 140 th St	Missouri Valley	Iowa	51555	Added

All other paragraphs in said AGREEMENT remain unchanged.

IN WITNESS WHEREOF, HSEMD, the SUBRECIPIENT, and the AUTHORIZED REPRESENTATIVE have executed this AGREEMENT by the signatures of authorized persons of the entities and on the date indicated below:

Iowa Department of Homeland Security and
Emergency Management:

Dennis Harper, Alternate GAR

Date

Pottawattamie County:

Jim Wichman

~~Scott Belt~~, Board of Supervisors Chairman

Jim Wichman

8/22/2022

Date

Sam K. [Signature]

Authorized Representative (Optional)

8/22/2022

Date

Exhibit B: Scope of Work

Amended Scope of Work

Scope of Work: Description of the Solution & Mitigation Proposed: To mitigate damages caused by flooding, this project proposes to acquire and demolish/convert to permanent open space 33 total residential properties/vacant lots, with 8 of the properties being active on this application and the remaining 25 properties being inactive/stacked waiting for funding to become available which were substantially damaged due to the flooding of 2019. The project will be implemented in accordance with 44 CFR part 80.

Description of the Proposed Project: Pottawattamie County intends on acquiring and demolishing 8 properties (up to 33) located in the updated special flood hazard area within the unincorporated area. All properties will be demolished using HMGP funds.

Pre-Award: Prior to submitting the application, Pottawattamie County competitively procured/contracted a certified real property appraiser to indicate the pre-flood (March 11, 2019 effective date) retrospective market value opinion of the 33 residential properties to be voluntarily acquired. Procurement was in conformance with the County's procurement policy and applicable Federal requirements. The established pre-flood retrospective market value opinion of each property is the basis of the property acquisition project budget line item. Pottawattamie County also fully procured and contracted survey services in order to separate various acreage properties in which the owner desired to only sell a fraction of the property.

Post Award

Sub-Grant Award: Upon the completion of HSEMD and FEMA application review the application will be approved and the Sub-Grant awarded. HSEMD will be the acting Recipient with Pottawattamie County being the acting Sub-Recipient.

Sub-Grant Acceptance: Once the Sub-Grant is awarded to Pottawattamie County, HSEMD will provide the County with the official grant agreement documentation to be signed and certified by Pottawattamie County Board of Supervisors. This will begin the timeframe for completion of the project to be within 36 months from Sub-Grant award or the grant period end date, whichever comes first.

Administrative Plan: Staff will develop and Pottawattamie County Board of Supervisors will approve an Administrative Plan outlining how the project will be completed including a detailed process for participants to appeal fair market value as necessary.

Historical Preservation: All properties greater than 45 years old have been researched by Pottawattamie County and HSEMD EHP and recommended as having no historical significance to FEMA and SHPO. Both FEMA and SHPO have concurred with HSEMD's recommendation with all concurrence letters attached to this application.

Duplication of Benefits: Prior to official purchase offers being made, insurance information will be gathered from each property owner. This insurance documentation will attest to any proceeds received for structural damage and include any receipts showing repair work completed to the structure since the date of market value determination. This information will then be forwarded to FEMA for the official duplication of benefits determination. Any amount identified as a duplication of benefit will be deducted from the closing amount owed to the property owner and identified on the HUD-1 as such.

Offer to Purchase: Appraisals have been completed and included in this application indicating the pre-flood retrospective market value opinion which will be the basis for the purchase offer amount made by the County to the property owner. If any property transfers ownership post offer then an updated appraisal may be required indicating a revised current fair market value of the property. Once program participants have secured replacement housing or are able to vacate the premises, project management staff will schedule an offer to purchase and coordinate preparation of the offer with the County's attorney. At the offer meeting, the offer and other necessary documents will be executed and a closing date scheduled. No offer to purchase will be extended and closing scheduled unless

the County has a clear 90 day window after closing to accomplish all lot clearing activities without weather conflicts.

Property Closing/Acquisition: The Buyout Administrator, acting as the County's closing agent, will coordinate closing documents with the County's attorney and inspect the property to determine that the owner has removed all personal property. At the time of acquisition, the deed, including the FEMA mitigation model deed restriction language, will be executed and recorded. Future use of the property will be limited to perpetual open space, as defined by HMGP regulations, so that the area can function as natural floodplain. Copies of the conformed documents will be distributed to state and federal agencies as required.

Asbestos Testing/Abatement/Demolition: All properties included on this application will be demolished with FEMA Public Assistance funds. All properties to be acquired will be brought into compliance with the open space requirements identified in the deed restriction within 90 days of acquisition. This includes contracting for and completing testing for asbestos containing materials; abating any identified ACM and household hazardous waste per Iowa DNR / EPA requirements; and disconnecting the attendant utilities including underground water. A trained debris monitor hired by the County will be on site when demolition is taking place. The contractor will have 30 days to complete all abatement and demolition work.

Any demolition taking place between April 15th and September 30th must have IDNR consultation completed prior to demolition taking place to identify any possible adverse environmental affects within the demolition area.

All acquired lots will be deed restricted as open space in perpetuity. The lots will be maintained by the Pottawattamie County. The cost of this maintenance will be included in the County's annual budget.

All costs estimates for services rendered on the acquisition and demolition have all been generated/validated by ongoing acquisition/demolitions within Mills County and Fremont County. These counties are joining, will generate the same bidding contractors, and all are actively acquiring/demolishing properties as a result of the same 2019 flooding. The RFP's and Contracts referenced are on file under the Mills and Fremont Co and can be provided if requested.

Approved Properties

#	Address	City	State	Zip	Amount
3	14482 Jet Lane	Crescent	Iowa	51526	\$417,000.00
5	14897 Marigold Lane	Crescent	Iowa	51526	\$257,000.00
7	15273 Missouri Ave	Crescent	Iowa	51526	\$277,000.00
9	15469 Teal Lane	Honey Creek	Iowa	51542	\$127,000.00
11	16086 Missouri Ave	Crescent	Iowa	51526	\$217,000.00
13	20970 Riverroad N	Crescent	Iowa	51526	\$327,000.00
16	24687 152 nd St	Crescent	Iowa	51526	\$367,000.00
18	24699 152 nd St	Crescent	Iowa	51526	\$267,000.00
19	25465 Meadowlark Loop	Crescent	Iowa	51526	\$217,000.00
20	25834 Meadowlark Loop	Crescent	Iowa	51526	\$267,000.00
21	26659 Meadowlark Loop	Crescent	Iowa	51526	\$257,000.00
22	26888 145th St	Crescent	Iowa	51526	\$197,000.00
23	26997 152 nd St	Crescent	Iowa	51526	\$432,000.00
24	27233 145th St	Crescent	Iowa	51526	\$237,000.00
25	27265 145th Street	Crescent	Iowa	51526	\$257,000.00
27	27377 145th St	Crescent	Iowa	51526	\$217,000.00
30	29420 Sandy Loop	Crescent	Iowa	51526	\$197,000.00
31	30058 152 nd St	Honey Creek	Iowa	51542	\$257,000.00
32	30070 N 152 nd St	Honey Creek	Iowa	51542	\$152,000.00
38	32603 140 th St	Missouri Valley	Iowa	51555	\$237,000.00

Total Budget

Cost Category	Amount
Acquisition Costs for All Properties	\$4,840,000.00
HMGP Demolition	\$300,000.00
Legal, Closing, Permits and Fees	\$40,000.00
Pre-Award-Appraisals	\$23,400.00
Total Project	\$5,203,400.00
Management Costs	\$33,392.00
Total Award	\$5,236,792.00

Jason Slack/Director, Building
and Grounds and Ryan
TerSteeg/HGM Associates

**Discussion and/or decision to approve Change Order #9
RTU Steel Supports Pricing.**



General Contractor's Cost Summary

PROJECT: Pott. Co. - Courthouse Addition PROJECT #: 107419E
CONTRACTOR: Meco-Henne Contracting, Inc. DATE: 8/4/2022

Request for Change # and Description: #007 CR #009
Check ORC for Owner's Request for Change or CRC for Contractor's Request for Change: ORC CRC

Reference: ASI # and Description:
RFI # and Description: RFI #039 - RTU Steel Supports

Approved Declined

OWNER Date

Approved Declined

Signature: Kimberly A. Bogatz, AIA, LEED AP BD+C Date: August 9, 2022

NOTE: This form, all Subcontractor/Material Supplier cost summary forms (if appropriate), itemized accountings and appropriate supporting data must be attached to any claim or contractor's request for change proposal for approval.

General Contractor Self Performed Work

Table with 2 columns: Description and Amount. Rows include: 1. Material supplied by General Contractor, 2. General Contractor's Labor (\$1,587.94), 3. Equipment (\$150.00), 4. Subtotal (lines 1, 2 and 3) (\$1,737.94), 5. Overhead and Profit (15% of line 4) (\$260.69), 6. Total of General Contractor Self Performed Work (\$1,998.63)

Subcontractor Installation/Work on Site

* (Attach Subcontractor/Supplier Cost Summary Sheet and Summaries/Breakdowns)

Table with 2 columns: Description and Amount. Rows include: 7. Subcontractor's cost summary (include but are not limited to the following: a. Mason, b. Drywaller, c. Roofer, d. Flooring, e. Painter, f. Plumber, g. HVAC, h. Electrician, i. Other, j. Other, k. Other, l. Other, m. Other), 8. Total Subcontractor's Cost (all lines under 7), 9. General Contractor's Overhead and Profit on Subcontractor's Work (5% of line 8), 10. Total of Subcontractor Installation/Work on Site (lines 8 and 9)

CONTRACTOR'S COST SUMMARY

CRC # 009

Project Name: Pott. Co. Courthouse Addition

Date: _____

Page 2 of 2

Material Supplier/Subcontractor Providing Materials Manufactured Off Site for General Contractor to Install On Site

*** (Attach Subcontractor/Supplier Cost Summary Sheet and Summaries/Breakdowns)**

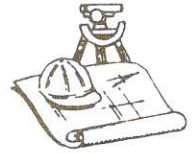
11.	Materials Supplied by Sub or Material Supplier (include but are not limited to the following)	
	a. Structural Steel.....	<u>\$2,478.00</u>
	b. Interior Architectural Woodwork.....	_____
	c. Doors.....	_____
	d. Windows.....	_____
	e. Hardware.....	_____
	f. Other _____	_____
	g. Other _____	_____
	h. Other _____	_____
	i. Other _____	_____
12.	Subtotal of Materials Supplied.....	_____
13.	General Contractor's Overhead and Profit (5% of line 12)	<u>\$123.90</u>
14.	Total of Materials Supplied by Subcontractor/Material Supplier	<u>\$2,601.90</u>

15.	Material Supplied by General Contractor.....	_____
16.	General Contractor's Labor.....	_____
17.	Equipment	_____
18.	Subtotal (lines 15, 16, and 17).....	_____
19.	Overhead and Profit (15% of line 18).....	_____
20.	Total of General Contractor (lines 18 and 19).....	<u>_____</u>

21.	Subtotal (lines 6, 10, 14, and 20)	<u>\$4,600.53</u>
22.	Bond at <u>1%</u> and Insurance at _____	<u>\$46.01</u>
23.	Total Contractors Request for Change (CRC) (lines 21 and 22)	<u>\$4,647.00</u>



**MECO-HENNE
CONTRACTING INC**



August 4, 2022

Kim Bogatz
HGM Associates Inc.
640 Fifth Avenue
Council Bluffs, IA 51501

RE: Pottawattamie County Courthouse Addition CRC #003

Ms. Bogatz,

In mid-June during steel erection and setting of RTU Roof Curbs, Mecco-Henne raised a question about steel support under the RTU's. Verbal conversation was had with M-H and HGM and resulted in submission of RFI #039. The formal RFI asked to confirm if additional steel was required under the RTU's. The response stated the following:

1. IN LIEU OF USING DETAIL 1/S5.4 FOR SUPPORT UNDER THE FULL FOOTPRINT OF AS-9, AS-10, AND AS-11, IT IS PERMISSIBLE TO PROVIDE CONTINUOUS CHANNEL SECTIONS [C6x10.5] TO SUPPORT THE THREE MECHANICAL UNITS ALONG THE LONG LENGTHS OF THEIR PERIMETERS INCLUDING THE LONG SIDE OF THE PIPING VESTIBULES. THE CHANNELS MUST START AND STOP ON A ROOF BAR JOISTS; SO, THEIR OVERALL LENGTHS

It is the contractors opinion that detail 1/S5.4 shows the roof frame openings for duct work coming up in the units and does not address steel support under the footprint of the RTU. Contractor believes the steel that was added under the RTU footprint is above and beyond what is shown in detail 1/S5.4 and is requesting a change order to cover additional costs in steel material and labor.

Estimate detail is included for review.

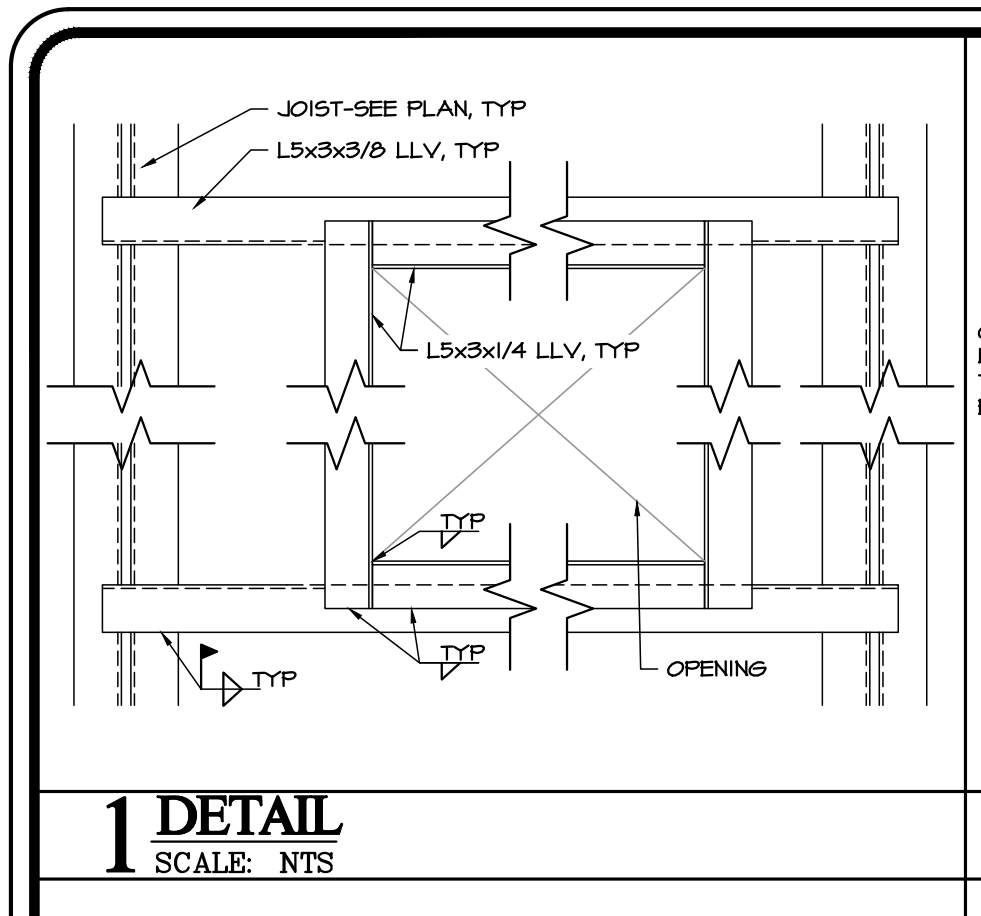
Please advise with any questions.

Thanks,

Jon Henne Jr.

Jon Henne Jr.
Meco-Henne Contracting, Inc.

Encl.



Detail 1/S5.4 reference in RFI #039 response. Addresses opening for duct work into units but do not believe it can be interpreted that steel support is shown under RTU curbs.

MECO-HENNE CONTRACTING, INC.

4140 S. 87th Street

Omaha, NE 68127

(402) 339-8127

Fax (402) 339-8147

REQUEST FOR INFORMATION

DATE: 6/15/2022

R.F.I. NO: 039

TO: Ryan D. TerSteeg
HGM Associates

PROJECT: Pott County Courthouse
Addition

FROM: Jon Henne Jr.

RESPONSE NEEDED BY: ASAP

SUBJECT: New RTU Supports

REFERENCE: Attached

REQUEST: Mecco-Henne would like to confirm there is no additional support needed at RTU's on new addition roof. Follow-up to Jon and Kelly's phone conversation. David Loewens has raised the question per past experience. Please advise. Note Metal deck has been installed.

RESPONSE:

1. IN LIEU OF USING DETAIL 1/S5.4 FOR SUPPORT UNDER THE FULL FOOTPRINT OF AS-9, AS-10, AND AS-11, IT IS PERMISSIBLE TO PROVIDE CONTINUOUS CHANNEL SECTIONS [C6x10.5] TO SUPPORT THE THREE MECHANICAL UNITS ALONG THE LONG LENGTHS OF THEIR PERIMETERS INCLUDING THE LONG SIDE OF THE PIPING VESTIBULES. THE CHANNELS MUST START AND STOP ON A ROOF BAR JOISTS; SO, THEIR OVERALL LENGTHS WILL BE GREATER THAN THE OVERALL LENGTHS OF THE UNITS AND THEIR PIPING VESTIBULES. IF THE CHANNELS NEED TO BE SPLICED, THE SPLICE(S) NEED TO OCCUR ON BAR JOIST CENTERLINES (CHANNEL-TO-CHANNEL WELDS ARE NOT REQUIRED AT THE SPLICES). THE CHANNELS SHOULD BE INSTALLED "TOE" DOWN WITH EACH "TOE" WELDED THROUGH-THE-DECK TO THE BAR JOIST TOP FLANGE (I.E. THE 6" WEB OF THE CHANNEL WILL BE HORIZONTAL AND UP).
2. FOLLOWING THE ABOVE CRITERIA, THE ROOF DECK WILL ONLY NEED TO BE REMOVED (AND REINFORCED -- DETAIL 1/S5.4) AT THE INDIVIDUAL DUCT OPENINGS.
3. ADDITIONAL BAR JOIST BRIDGING WILL NOT BE NECESSARY.
4. THE ROOF BAR JOISTS WILL NEED TO BE REINFORCED AT EACH LOCATION WHERE THE C6x10.5 CHANNELS ARE WELDED TO THE BAR JOISTS UNLESS THE CHANNEL IS LOCATED IMMEDIATELY ABOVE A BAR JOIST, TOP CHORD, PANEL POINT. IF THIS LOCATION CRITERIA DOESN'T WORK, PROVIDE A L2x2x3/16 ANGLE (EACH SIDE OF JOIST CENTERLINE) AT EACH MIS-MATCHED LOCATION. WELD THE ANGLES TO THE TOP AND BOTTOM CHORDS/FLANGES OF THE BAR JOISTS, WITH THE TOP END OF THE ANGLES CENTERED UNDER THE C6x10.5 CHANNEL AND THE BOTTOM END OF THE JOISTS CENTERED ON THE BAR JOIST'S BOTTOM CHORD/ FLANGE PANEL POINT.

RESPONSE BY:

Ryan TerSteeg / Kelly Bush

DATE:

6-22-22



MECO-HENNE CHANGE SUMMARY

PROJECT: Pott County Courthouse Addition

DATE: 8/4/2022

DESCRIPTION: CRC #007 RTU Steel Support

DIRECT COSTS

1) EQUIPMENT	(per attached sheets)	\$150.00
2) MATERIAL	(per attached sheets)	\$0.00
3) EQUIPMENT & MATERIAL SUBTOTAL		\$150.00
4) RAW LABOR	(per attached sheets)	\$1,120.00
5) LABOR BURDEN (fringes, benefits, insur.)	RATE: 39%	\$436.80
6) SAFETY & WARRANTY	2% of Labor	\$31.14
7) TRUCK/HAULING (dumpsters)		\$0.00
8) EQUIPMENT RENTAL		\$0.00
9) SUBTOTAL		\$1,737.94
	O-H & PROFIT 15%	\$260.69

SUBCONTRACTORS

1) Katelman Steel		\$2,478.00
2)		
3)		
4)		
5)		
SUBCONTRACTOR SUBTOTAL		\$2,478.00
	O-H & PROFIT 5%	\$123.90
	SUBTOTAL	\$4,600.53
	BOND 1%	\$46.01
	CHANGE ORDER TOTAL	\$4,646.53
	FINAL ADJUSTMENT	\$4,647.00

Katelman Steel Fabrication Inc. Contract Modification

Customer's Order No.: _____

KSFI Job No.: 21079

Date: 6/23/2022

Modification No.: 003

To: Meco-Henne Contracting, Inc.

From: Katelman Steel Fabrication Inc.

4140 S. 87th St.

2030 Second Avenue

Omaha, NE 68127

Council Bluffs, Iowa 51501

Attn: Jon Henne Jr.

Attn: Sean Meginnis

Ph.No: 402-339-8127

Ph. No.: (712)323-3131

Email: jhennejr@mecohenne.com

Fax No.: (712)323-3154

Project Name: Pottawattime Co. Courthouse

The following changes will be made to our contract:

Description: Supply of Additional Stock Length Channels, Tubes, and Angles for RTUs

Material Add (including drop) = 1,858.00

Material Deduct = 0.00

Labor add 1hr @ \$70/hr = 70.00

Labor deduct 0hr @ \$70/hr = 0.00

Detailing 0hrs @ \$85/hr = 0.00

Engineering 0hrs @ \$150/hr = 0.00

Freight = 325.00

Sub-total = 2,253.00

Overhead & Profit (10%) = 225.00

Sub-total = 2,478.00

Deck = 0.00

Deck Overhead & Profit (5%) = 0.00

Tax (0%) = 0.00

Grand Total = 2,478.00

Upon your approval, the contract will be: Increase

(increased / decreased)

In the amount of: \$2,478.00

The modification listed above could potentially result in a delay of the fabrication & delivery schedule.

Proposal valid for 30 days.

Accepted on: _____

Katelman Steel Fabrication Inc.

By: _____

By: _____

Title: _____

Title: _____

Mark Shoemaker/Director, Conservation

Discussion and/or decision to terminate the farm lease with Nick Hanson D/B/A Hanson Brothers Land & Livestock LLC for property legally described as:

Commencing at the Southwest corner of the SW1/4 NW1/4 of Section 22, Township 76, Range 44, thence West along the South line of said SW1/4 NW1/4 to the Intersection of the East right -of- way line of the I.C. Railroad, thence Northerly along this Right-of-way line 1545 feet, thence Easterly 200 feet along the centerline of a Drainage ditch, thence continuing Southeasterly along this ditch 1301 feet to a point On the East line of SW1/4 NW1/4 802 feet North of the Southeast corner of saidSW1/4 NW1/4, thence South 802 feet along said East line to the Point of Beginning. Commonly referred to as Crescent Wildlife Area.



NOTICE OF TERMINATION OF FARM TENANCY

TO: Hanson Brothers Land & Livestock LLC
28657 185th St.
Honey Creek, Iowa 51542

You and each of you are hereby notified that the farm tenancy of the following described real estate situated in Pottawattamie County, Iowa, to-wit:

A parcel of land in the SW 1/4 NW1/4 and the NW1/4 NW1/4 of Section 22, Township 76, Range 44, Pottawattamie County, Iowa, described as follows: Commencing at the Southwest corner of the SW1/4 NW1/4 of Section 22, Township 76, Range 44, thence West along the South line of said SW1/4 NW1/4 to the Intersection of the East right -of- way line of the I.C. Railroad, thence Northerly along this Right-of-way line 1545 feet, thence Easterly 200 feet along the centerline of a Drainage ditch, thence continuing Southeasterly along this ditch 1301 feet to a point On the East line of SW1/4 NW1/4 802 feet North of the Southeast corner of said SW1/4 NW1/4, thence South 802 feet along said East line to the Point of Beginning. This parcel contains road right-of-way.


will terminate and expire on the first day of March, 2023, and such tenancy will not continue after said date.

This notice is given to you in accordance with the provisions of Chapter 562 of the Code of Iowa.

If this notice is directed to a person in possession of the real estate, you are further notified that the undersigned demand that you vacate, surrender and deliver possession of said real estate on said date.

You will therefore take notice and govern yourselves accordingly.

POTTAWATTAMIE COUNTY

BY: 
Leanne A. Gifford
Assistant Pottawattamie County Attorney
227 South 6th Street, 5th Floor
Council Bluffs, IA 51501

MEMO AND AFFIDAVIT OF SERVICE

STATE OF IOWA, COUNTY OF POTTAWATTAMIE

The undersigned, first being duly sworn, upon oath deposes and states that he/she served the notice attached hereto on Hanson Brothers Land & Livestock, LLC, by delivering a copy of said notice by United States certified mail, addressed to the home office of Hanson Brothers Land & Livestock, LLC; 28657 185th St.; Honey Creek, Iowa 51542.

Signed and sworn to (or affirmed) before me on the ____ day of August, 2022 by

Signature of Notary Public

Mark Shoemaker/Director, Conservation

Discussion and/or decision to terminate the farm lease with Nick Hanson D/B/A Hanson Brothers Land & Livestock LLC for property legally described as:

Commencing at the center of said Section 28; thence S89°36'07"E 1099.49 ft. along the north line of said NW 1/4 SE 1/4; thence S22°11'50"W 112.44 ft.; thence southwesterly 614.43 ft. along a 768.51 ft. radius curve, concave northwesterly, and having a chord bearing S45°06'05"W 598.19 ft.; thence S68°00'20"W 681.74 ft. to a point on the west line of said NW 1/4 SE 1/4; thence N0°04'55"W 789.31 ft. along said west line to said center of Section 28, the Point of Beginning. Commonly referred to as Pheasants Forever Food Plot.



NOTICE OF TERMINATION OF FARM TENANCY

TO: Hanson Brothers Land & Livestock LLC
28657 185th St.
Honey Creek, Iowa 51542

You and each of you are hereby notified that the farm tenancy of the following described real estate situated in Pottawattamie County, Iowa, to-wit:

A parcel of land located in the NW 1/4 SE 1/4 of Section 28, T76 N, R44 W of the 5thP.M., Pottawattamie County, Iowa, more particularly described as follows: Commencing at the center of said Section 28; thence S8936'07"E 1099.49 ft. along the north line of said NW 1/4 SE 1/4; thence S22°11'50"W 112.44 ft.; thence southwesterly 614.43 ft. along a 768.51 ft. radius curve, concave northwesterly, and having a chord bearing S45°06'05"W 598.19 ft.; thence S68°00'20"W 681.74 ft. to a point on the west line of said NW 1/4 SE 1/4; thence N0°04'55"W 789.31 ft. along said west line to said center of Section 28, the Point of Beginning. Said parcel contains 13 .27 acres more or less, with possession by Tenant for a term of 2 years to commence on March 1, 2021, and end on March 1, 2023. The Tenant has had or been offered an opportunity to make an independent investigation as to the acres and boundaries of the premises. In the event that possession cannot be delivered within fifteen (15) days after commencement of this Lease, Tenant may terminate this Lease by giving the Landlord notice in writing.

will terminate and expire on the first day of March 2023, and such tenancy will not continue after said date.

This notice is given to you in accordance with the provisions of Chapter 562 of the Code of Iowa.

If this notice is directed to a person in possession of the real estate, you are further notified that the undersigned demand that you vacate, surrender and deliver possession of said real estate on said date.

You will therefore take notice and govern yourselves accordingly.

POTTAWATTAMIE COUNTY

BY: _____
Mark Shoemaker, Director
Pottawattamie County Conservation Department
227 South 6th Street, Room 204
Council Bluffs, IA 51501

MEMO AND AFFIDAVIT OF SERVICE

STATE OF IOWA, COUNTY OF POTTAWATTAMIE

The undersigned, first being duly sworn, upon oath deposes and states that he served the notice on the reverse side hereof on each of the persons to whom said notice is addressed, and named below, by delivering a copy of said notice to each of said persons at the time and place set opposite their respective names; to-wit:

Name	Date	City, Town or Township County	State
Nick Hanson D/B/A Hanson Brothers Land & Livestock LLC		Honey Creek, Pottawattamie	Iowa

Mark Shoemaker

Signed and sworn to (or affirmed) before me on _____ by Mark Shoemaker.

Signature of Notary Public

Other Business

Discussion and/or decision to approve and
authorize Chairman to sign Law
Enforcement Services Contract between
Pottawattamie County and the City of
Avoca.

LAW ENFORCEMENT SERVICES CONTRACT

On this 1st day of July, 2022, the incorporated **City of Avoca, Iowa**, hereinafter referred to as "City", and **Pottawattamie County, Iowa**, hereinafter referred to as "County", enter into the following agreement to provide Law Enforcement Services.


1. Term. The initial term of this Agreement shall be July 1, 2022 through June 30, 2023. Additional one year terms (contract year) beginning on July 1st of each year may be agreed to in writing by the parties. The Agreement shall be reviewed annually in December of the current contract year. If an Agreement is not reached, in whole or part, by the end of December in current contract year, this Agreement shall automatically terminate on June 30 of the following year.
2. Services. The County will provide the City with limited law enforcement services by and through the Pottawattamie County Sheriff's Office. These services will include, but not be limited to the following:
 - A. *Basic Services*. The County shall provide law enforcement coverage when the City of Avoca's Police Department is not on duty. The County does not guarantee any specific hours of patrol, but agrees to respond to all law enforcement calls placed to the Pottawattamie County Communications Department during hours when the City police are not on duty. Follow-up investigations will also be completed by the County when that incident originated with a call taken by the County. The County will also assist the Avoca Police Department with additional investigations when requested.
3. Fees. In consideration for the law enforcement services described above, City agrees to pay County as follows:
 - A. *Basic Services*. City will pay an annual sum of \$21,218.00 to the County. This shall be billed by the Pottawattamie County Sheriff's Office and shall be paid in equal quarterly installments of \$5,304.50 to the Pottawattamie County Sheriff's Office on July 1, October 1, January 1, and April 1.

4. Liability. City shall not be required to assume any liability for the payment of salaries, wages, or other compensation for any County personnel performing services under this Agreement, and shall not be liable for compensation for any indemnity to any County employee for injury or sickness arising out of his/her employment, and the County agrees to hold harmless the City against any such claim. The County, its officers and employees, shall not be deemed to assume any liability for intentional or negligent acts of the City, its officer or employees, and the City shall hold the County, its officers and employees harmless there from, and shall defend said County and its officers and employees against any claim for damages resulting there from. The City is not responsible for any act, injury or damage arising out of the performance of this Agreement by the County, and in case any claims are made by any third party, the County shall defend, indemnify and hold harmless City for the actions of the County, its officers and employees.

5. Termination. This Agreement may be terminated by either party for any reason. Termination is effective upon a three (3) month written notice to either party, and this shall be accomplished by certified mail to or personal service upon the Pottawattamie County Board of Supervisors at 227 South 6th Street, Council Bluffs, Iowa 51501, or upon written notice to the City Clerk of Avoca.


6. Recording. In accordance with Chapter 28E, Code of Iowa, a copy of this agreement shall be filed with the Secretary of State. Signatures will include the Mayor of Avoca, Iowa; the City Clerk of Avoca, Iowa; the Pottawattamie County Sheriff; Pottawattamie County Auditor and the Chairperson of the Board of Supervisors. The City seal shall be affixed to the Agreement before returning to the County for filing.

Chair, Pottawattamie County
Board of Supervisors




Mayor

Melvyn J. Houser
Pottawattamie County Auditor



City Clerk



Andy Brown
Pottawattamie County Sheriff

(CITY SEAL)

**CITY OF AVOCA
RESOLUTION 22-0315-03**

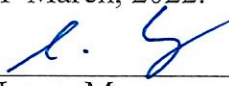
ACCEPTING CONTRACT WITH POTTAWATTAMIE COUNTY SHERIFF

WHEREAS, the City strives to provide a safe quality of life for its residents; and

WHEREAS, the City provides police protection for their residents;

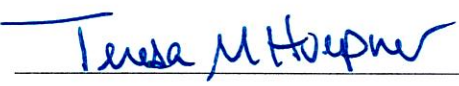
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Avoca, Iowa, that the City Council authorizes the Mayor to enter into an agreement with the Pottawattamie County Iowa Sheriff.

PASSED AND APPROVED THIS 15th DAY OF March, 2022.



Aaron Long, Mayor

ATTEST:



Teresa M Hoepner, City Clerk

Jana Lemrick/Director, Human **Resources**

**Discussion and/or decision on employee handbook
update pertaining to Sick Leave Donation Policy number
604 item (4).**

Title: Sick Leave Donation Policy
Policy Number: 604
Effective Date: July 1, 2009
Revision Date:
Authorized by: Board of Supervisors

Policy:

Eligible employees may voluntarily donate a portion of their accrued sick leave hours to assist another employee with a serious health condition. The purpose of this policy is to alleviate the hardship caused if a serious health condition forces an employee to exhaust his/her paid leave thereby losing compensation. The definition of a "serious health condition" can be found in this manual under the "Family and Medical Leave" (FMLA) policy.

Comments:

- (1) This is a voluntary program. Employees shall not be required to donate their accrued sick leave to anyone.
- (2) *Eligibility:*
Full-time employees who have completed their introductory period and who have suffered a serious health condition are eligible to receive donated sick leave if the following conditions are met:
 - (a) The employee must have exhausted all of his/her paid leave time including, sick leave, vacation, personal leave, holidays and compensatory time; and
 - (b) The employee must either provide or have a FMLA medical certification request on file with the Auditor's Office/Payroll division; and
 - (c) The employee has not utilized 480 hours of donated sick leave during their entire employment history with Pottawattamie County.
 - (d) Employees on Worker's Compensation or Disability Income are not eligible to receive donated sick leave.
 - (e) Donated sick leave may be used for maternity leave for up to eight (8) weeks or as is medically necessary as certified by a medical physician.

- (f) Donated sick leave may be used for the adoption of a child five (5) years and younger for up to eight (8) weeks. In addition, spouses employed by the same employer are jointly entitled to a combined leave of eight (8) weeks of donated sick leave. Donated sick leave may be used for the adoption of a child over the age of five (5) as determined by the Board of Supervisor's on a case by case basis
 - (g) Employees are not eligible for sick leave donations in order to care for an immediate family member. Donations may be used solely for an employee's serious health condition only.
- (3) Employees must apply for or be nominated by another employee in order to receive donated sick leave. Employees must complete a "Sick Leave Donation Request" form and shall submit it to the Human Resources Department. If the employee meets the criteria established above, the employee is entitled to ask for donated sick leave. The Human Resources Department does not deny or approve an employee's request based on anything other than the employee's eligibility under the criteria. The employee's "worthiness" or "degree of hardship" is not a factor and will not be considered if the employee otherwise meets the criteria.
 - (4) The Human Resource Department in conjunction with the Auditor's Office/Payroll division will maintain a list of employees who have been approved to receive sick leave donations. Unless specified in a collective bargaining unit, an employee may donate to another employee regardless of union affiliation. ~~Employees are only allowed to donate to other employees who are in the same collective bargaining unit or non-union to non-union.~~
 - (5) If an employee is nominated by another employee to receive donated sick leave, that employee shall be notified by the Human Resources Department in order to receive written consent to receive donations. If the employee is unable to provide written consent due to circumstances beyond his or her control, the Human Resources Department will accept donations on behalf of the employee provided the employee meets all other eligibility requirements.
 - (6) Employees are limited to receiving a maximum of four-hundred and eighty (480) hours of donated sick leave during their employment with Pottawattamie County.
 - (7) Employees may use donated sick leave during the required waiting period under the Long Term Disability Income Plan as long as disability benefits have not begun.
 - (8) Employees receiving donations will be paid a maximum of forty (40) hours per work week at their current rate of pay, not the pay rate of a donor.

604:2

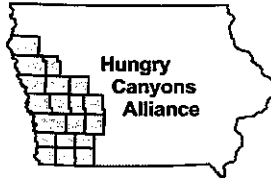
- (9) The County will not inform the recipient of the names of those donating hours or the specific number of hours an employee donates.
- (10) If the employee on leave returns to work or separates from employment, any remaining donated leave will be returned to the donors. Hours will be distributed back to the donating employee based upon the date the authorization was received. Last authorization received shall be the first to be reimbursed.
- (11) Donated sick leave may result in additional time away from work by the recipient and as a result, the recipient's Department Head must agree to the transfer of sick leave time. In addition, the Department Head of the employee donating the sick leave will be notified of the donation for the purpose of accurate record keeping.
- (12) Utilization of donated sick leave shall count toward the recipient's FMLA entitlement.
- (13) Employees utilizing donated sick leave shall be considered to be on an unpaid leave of absence and shall not accrue vacation, sick leave or holidays.
- (14) While on donated leave, if the employee is not eligible for FMLA, the employee will be responsible for paying the full health insurance premium, including county contributions.
- (15) The donating employee shall complete the "Sick Leave Waiver & Donation Authorization Form" and shall specify the employee to receive the donated hours. Once a donation has been processed, neither the donor nor the recipient may revoke the transaction. A separate form must be completed for each pay period in which a donation is desired.
- (16) Donations of sick leave must be in whole hours, with a minimum of one (1) hour per donation. An employee may donate any number of sick leave hours so long as the donating employee maintains at least forty (40) hours of accrued sick leave in his or her personal account.
- (17) Terminating employees (including those retiring) may not donate accrued sick leave at the time of separation.

604:3

(18) *Definitions:*

- (a) Serious Health Condition: as defined in the “Family & Medical Leave” policy within this handbook.
- (b) Introductory Period: as defined in the “Introductory Period” policy within this handbook or as defined within respective collective bargaining agreements.
- (c) Long Term Disability Income Plan: as provided for by the county and as defined in the “Insurance Benefits” policy within of this handbook.
- (d) Recipient: A full-time county employee who is eligible to receive donated sick leave.
- (e) Donor: A full-time county employee who is eligible to donate sick leave to another employee.

Discussion and/or decision to approve
Hungry Canyons Alliance's annual
membership fee of \$4,750.00 for FY 22/23.



Hungry Canyons Alliance

P.O. Box 189
712 S. Hwy. 6 & 59
Oakland, Iowa 51560
Phone (712) 482-3029
Fax (712) 482-5590

December 28, 2021

Pottawattamie County Board of Supervisors
Pottawattamie County Courthouse
Council Bluffs, Iowa 51501

Dear Supervisors:

Thank you for your continued support and participation in the Hungry Canyons Alliance. As of December 2021, 424 Hungry Canyons Alliance streambed structures have been approved for cost share throughout the Deep Loess Region of western Iowa. Pottawattamie County has received approval for or completed 25 Hungry Canyons Alliance streambed stabilization structures with awards and payments totaling \$1,284,044. These structures protect an estimated \$9,317,884 in property value (bridges, farmland, utility lines, etc.). Pottawattamie County has also received \$319,965 in match from the HCA for 25 NRCS-EWP structures. Sixteen private landowner projects in Pottawattamie County have also received a total of \$100,211 in cost share through the Hungry Canyons Small Structures Program.

To date, the Hungry Canyons Alliance has received \$11.94 million from the federal government and \$14.6 million from the State of Iowa. Member counties of Hungry Canyons Alliance have also supported the project, contributing membership fees of \$1,476,250. This strong support allows us to successfully address the problems associated with stream channel erosion in western Iowa. On average, for every \$1 invested in Hungry Canyons Alliance streambed stabilization structures, more than \$4.25 in property value and 0.9 tons of soil are protected from erosion.

To receive funds from Hungry Canyons Alliance, member counties are requested to pay an annual membership fee of \$4,750. Payment of this fee will give you membership in the Hungry Canyons Alliance from July 1, 2022 to June 30, 2023. An invoice is enclosed.

Unless notified, we will assume that Lynn Grobe will continue to serve on the Hungry Canyons Alliance Board of Directors.

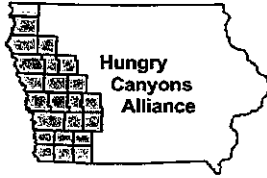
Should you have any questions or require additional information please contact John Thomas, Project Director, at the telephone number above. Thank you again for your continued support and participation.

Sincerely,

John Thomas, Project Director
Hungry Canyons Alliance

Enc.

Cc: Pottawattamie County Engineer



Hungry Canyons Alliance

P.O. Box 189
712 S. Hwy. 6 & 59
Oakland, Iowa 51560
Phone (712) 482-3029
Fax (712) 482-5590

December 28, 2021

Invoice # HC-Pottawattamie

Pottawattamie County Board of Supervisors

Item #

1	Hungry Canyons Alliance Membership July 1, 2022 to June 30, 2023	\$4,750
---	---	---------

Total	\$4,750
-------	---------

Discussion and/or decision to approve payment for FY 22/23 Partnership support for the Western Iowa Tourism Region for \$500.



Western Iowa Tourism Region

615 West Main Street
Sac City, IA 50583

INVOICE

Date	Invoice #
8/8/2022	5138

Bill To
Pottawattamie County Board of Supervisors Melvyn Houser, Auditor Pottawattamie County Courthouse 227 S. 6th St Council Bluffs, IA 51501

Terms	Due Date
Net 30	9/15/2022

Quantity	Description	Rate	Amount
	FY23 funds for Partnership support of Western Iowa Tourism Region	500.00	500.00

We are happy to partner with you!

Please include invoice # on remittance.

Payments/Credits	\$0.00
Balance Due	\$500.00

Phone #	Fax #	E-mail	Web Site
712-662-7383		shirley@visitwesterniowa.com	www.visitwesterniowa.com

Received/Filed

No 044142

Office of
Pottawattamie County Treasurer

8/17/22 for July 2022
Date

Received from Pottawattamie County
Sheriffs office

Payor Pottawattamie County Sheriffs
Office

Amount Fifty Six Thousand Eight Hundred
Forty Nine Dollars & $\frac{94}{100}$ \$ 56,849.94

Account to be credited See below

Descriptions of funds See below

Received by AS

Date received 8-17-22

July 1, 2022		
Pottawattamie County Sheriffs Office		
Total	Description	Line Item
\$0.00	Bank Interest	0001-4-05-1060-600000-000
\$5,460.00	Weapon Permits	0001-1-05-1060-441000-000
\$51,389.94	Civil Fees	0001-1-05-1060-440000-000
\$0.00	Outstanding Checks	0001-1-05-1060-820000-000
\$56,849.94	Total Deposit	
	\$21,682.93	total check #222146
	\$35,167.01	total check #222147
	\$56,849.94	total deposit

Pottawattamie County Sheriff's Office

Report of Fees Disbursed for

07/01/2022 - 07/31/2022

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees disbursed by me from my office for the period 07/01/2022 - 07/31/2022.

Disbursements:

Paid to Others:	
State - Weapon Permit Amount	485.00
Refunds; Publication; Sales; Com	178,632.03
Subtotal	179,117.03
Paid to Treasurer:	
Service Fees - Notary Fees; Copy Fees	39,083.01
Postage	4,100.70
Transport - Officer Expenses	4,703.77
Mileage Amount	3,152.46
Report Amount	140.00
County - Weapon Permit Amount	5,460.00
Other - Subpoena	210.00
Subtotal	56,849.94
Total	235,966.97

The above information is respectfully submitted on 8/16/2022



Andy Brown
Pottawattamie County, IA

Pottawattamie County Sheriff's Office

Report of Fees Collected for


07/01/2022 - 07/31/2022

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees collected by me in my office for the period 07/01/2022 - 07/31/2022.

Receipts:

Service Fees - Notary Fees; Copy Fees	45,296.60
Postage	5,115.18
Transport - Officer Expenses	4,703.77
Mileage Amount	3,139.46
Report Amount	160.00
County - Weapon Permit Amount	2,755.00
State - Weapon Permit Amount	660.00
Refunds; Publication; Sales; Com	295,367.54
Other - Subpoena	175.00
Unapplied	459.04
Total	<hr/> 357,831.59

The above information is respectfully submitted on 8/16/2022



Andy Brown
Pottawattamie County, IA

Public Comments