

Posted 8/14/2023 at 9:30AM



Board of Supervisors
Chairman Brian Shea
Scott Belt
Tim Wichman
Susan Miller
Jeff Jorgensen

BOARD OF SUPERVISORS' HEARING ROOM
POTTAWATTAMIE COUNTY COURTHOUSE, 2ND FLOOR
227 South 6th Street
Council Bluffs, IA 51501
Ph: 712-328-5644 | Fax: 712-328-5770
PottCounty-ia.gov

AGENDA

Tuesday, August 15, 2023

10:00 A.M.

How to Participate in this meeting:

- In Person
 - Telephone Conference Call: (712) 328-5848
 - YouTube: <https://www.youtube.com/c/PottawattamieCountyIA>
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Pledge of Allegiance

1. CONSENT AGENDA

- A. August 8, 2023, Minutes as read.
- B. Public Health/Animal Control – Employment of Alex Salak as an on-call Animal Control Officer.

2. SCHEDULED SESSIONS

- A. Matt Wyant/Director, Planning and Development – Discussion and/or decision to accept Parlay Consulting Firm proposal for Pottawattamie County Opioid Plan.
- B. John Rasmussen/Engineer – Discussion and/or decision to set date and time to open bids for the Pottawattamie County Secondary Road FY24 Bridge Materials on September 19, 2023, at 10:00 A.M.
- C. Andy Brown/Sheriff, Jeffrey Theulen/Chief Deputy, Sheriff, Jim Doty/Sergeant, Sheriff and Darren Budd /Lieutenant, Council Bluffs Police Department - Discussion and/or decision to approve and authorize Board to sign **Resolution No. 55-2023** entitled: A RESOLUTION AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO SIGN AN INTERLOCAL AGREEMENT BETWEEN THE COUNTY OF POTTAWATTAMIE AND CITY OF COUNCIL BLUFFS WITH RESPECT TO THE 2023 BYRNE JUSTICE ASSISTANCE GRANT PROGRAM AWARD.
- D. Andy Brown/Sheriff – Discussion and/or decision to reappoint John Dalton to the Compensation Board.

3. OTHER BUSINESS

- A. Steve Winchell/Captain, Jail – Discussion and/or decision on pay for Certified Medication Aide candidate.
- B. Jason Slack/ Director Buildings and Grounds, Andy Brown/Sheriff, Jeffery Theulen/Chief Deputy, Mitch Kay/Chief Finance Officer – Discussion and/or decision on signing the letter form agreement with HGM for architectural and engineering services for a maintenance building at 1400 Big Lake Road.
- C. Jason Slack/Director Buildings and Grounds, Andy Brown/Sheriff, Jeffery Theulen/Chief Deputy, Mitch Kay/Chief Finance Officer – Discussion and/or decision to purchase pre-engineered building for the Jail Maintenance Division at 1400 Big Lake Road.

- D. Jason Slack/Director, Buildings and Grounds – Discussion and/or decision on paving area for garbage dumpster on the North side of the Courthouse.
- E. David Bayer/Chief Information Officer, Information Technology and Craig Carlsen/Public Relations, Human Resources – Discussion and/or decision to approve Website Development Proposal with Neapolitan Labs for county website refresh.
- F. Jana Lemrick/Director, Human Resources and/or Mark Shoemaker/Director, Conservation – Discussion and/or decision to approve:
 - 1) New job description and pay for the position of Chair Lift Attendant at Mt. Crescent.
 - 2) Revisions to job description and pay for the position of Hospitality and Guest Services Worker at Mt. Crescent.
 - 3) Pay ranges for the following positions at Mt. Crescent: Kitchen Manager, Kitchen Staff Team Lead, Kitchen Staff Team Member, Chair Lift Operator, Rental Shop Manager, Rental Shop Team Lead, Rental Shop Team Member, Cleaning & Support Team Member, Snowmaking Team Lead, Snowmaking Team Member, and Sports School Coordinator.
- G. Jana Lemrick/Director, Human Resources – Recognize David Bayer/Chief Information Officer and Dixie Wilson/Assistant Finance & Tax Officer, for completing NACO High Performance Leadership Academy.
- H. Dixie Wilson/Assistant Finance & Tax Officer – Discussion and/or decision to approve/disallow the following applications made to the Assessor’s Office: Homestead (approximately 5,600 recommend allowed, 28 recommend disallowed), Military (135 recommend allowed, 15 recommend disallowed), Disabled Veteran Homestead (35 recommend allowed, 1 recommend disallowed), Family Farm (25 recommend allowed, 0 recommend disallowed).

4. COMMITTEE APPOINTMENTS

- A. Update from Board members on Committee meetings from the past week.

5. RECEIVED/FILED

- A. Salary Action(s):
 - 1) Sheriff’s Office – Payroll Status Change for Douglas Kelsey
 - 2) Buildings & Grounds – Payroll Status Changes for Benjamin Shudak and Daniel Sampson.
 - 3) Information Technology – Payroll Status Change for Kellie Newell.
 - 4) Environmental Health – Payroll Status Change for Thomas Grobe.
 - 5) SWI Juvenile Detention – Employment of Bobby Levering as the Assistant Director.
- B. Out of State Travel Notification(s):
 - 1) Sheriff – Out of State Travel Notification for Adam Fields.

6. PUBLIC COMMENTS

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| Tuesday, August 15, 2023 | | |
| 6:00 P.M. | West Central Community Action | Jorgensen/Shea |
| 7:00 P.M. | Pottawattamie County Conservation | Wichman/Shea |
| Wednesday, August 16, 2023 | | |
| 12:00 P.M. | SW Iowa Juvenile | Jorgensen/Miller |

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4:00 P.M.

Council Bluffs Airport

Belt/Jorgensen

Friday, August 18, 2023

8:00 A.M.

East Pottawattamie Soil & Water

Wichman/Miller

Monday, August 21, 2023

5:30 P.M

Planning & Zoning