

August 15, 2023

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present with Supervisor Shea attending via phone. Chairman Pro-Tem Belt presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

After discussion was held by the Board, a Motion was made by Jorgensen, and second by Miller, to approve:

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

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion by Shea, second by Miller, to accept Parlay Consulting Firm proposal for Pottawattamie County Opioid Plan expiring December 31, 2024.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Shea, 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.

UNANIMOUS VOTE. Motion Carried.

Motion made by Wichman, second by Shea, 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.

**RESOLUTION NO. 55-2023**

**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.**

**WHEREAS**, the Justice Assistance Grant (JAG) Program has funds available to award the County and City; and

**WHEREAS**, the heads of both law enforcement agencies have determined the best way to utilize said funds and agree that the proposed use is in the best interest of the public.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors of Pottawattamie County, Iowa, that the Chairman of the Board is hereby authorized and directed to sign the Interlocal Agreement between the County and City for use of the 2023 JAG funds.

**Dated this 15th Day of August, 2023.**

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Brian Shea, 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"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Susan Miller	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\_\_\_\_\_  
Jeff Jorgensen

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ATTEST: \_\_\_\_\_  
Melvyn Houser, County Auditor

Roll Call Vote: **AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.**

**3. OTHER BUSINESS**

Motion by Wichman, second by Miller, to approve pay for the Certified Medication Aide candidate to start at a step 10 of the 511 pay grade, \$23.00/hr.  
UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to approve signing the letter form agreement with HGM for architectural and engineering services for a maintenance building at 1400 Big Lake Road in the amount of \$44,000.  
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve the purchase of a pre-engineered building for the Jail Maintenance Division at 1400 Big Lake Road not to exceed \$99,500.  
UNANIMOUS VOTE. Motion Carried.

Motion by Miller, second by Jorgensen, to approve paving an area for the garbage dumpster on the North side of the Courthouse in the amount of \$7,293.  
UNANIMOUS VOTE. Motion Carried.

Motion by Miller, second by Jorgensen, to approve Website Development Proposal with Neapolitan Labs for county website refresh for \$50,000 for the project and \$9,000 annually for support.  
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve job description and pay for the Chair Lift Attendant at Mt. Crescent to \$13 -15 per hour.  
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve job description and pay for the Hospitality and Guest Services Worker \$13 - 15 per hour at Mt. Crescent.  
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve 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, Snowmaking Team Lead, Snowmaking Team Member, and Sports School Coordinator to raise pay by up to \$4 per hour from last year.  
UNANIMOUS VOTE. Motion Carried.

Jana Lemrick appeared before the Board to recognize David Bayer, Chief Information Officer and Dixie Wilson, Account Technician for completing NACO High Performance Leadership Academy.  
Discussion only. No Action Taken.

Motion by Wichman, second by Jorgensen, to approve 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).  
UNANIMOUS VOTE. Motion Carried.

**4. COMMITTEE APPOINTMENTS**

Board discussed Committee meetings from the past week.  
Discussion only. No action taken.

**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**

No Public Comments.

**7. ADJOURN**

Motion by Wichman, second by Miller, to adjourn meeting.  
UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:56 A. M

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Scott Belt, Chairman Pro-Tem

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: August 22, 2023

PUBLISH: X