

**January 2, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Schultz presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Wichman, second by Hanafan, to approve:

- A. December 21, 2017, Minutes as read.
- B. Information Technology (IT) – Employment of Quinn Sebesta as Network Administrator I at \$28.64 per hour, effective January 2, 2018.
- C. Sheriff’s Office – Job Reclassification of Mallory Totusek, from Telecommunications Officer with Communication at \$24.30 per hour, to Civil Clerk with the Sheriff’s Office at \$20.55 per hour, effective December 27, 2017.
- D. Renewal of Class C Liquor License (LC) (Commercial), granting privileges of Class C Liquor License (LC) Commercial)/Outdoor Service/Sunday Sales for Mile A Way Hall and Tavern, LLC, Council Bluffs.

UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Hanafan, to adjourn Sine Die. UNANIMOUS VOTE. Motion carried.

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Justin Schultz, Chairman

ATTEST:

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Melvyn Houser, County Auditor

**January 2, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 A.M. All members present. Chairman Hanafan presiding.

**1. SCHEDULED APPOINTMENTS**

Motion by Wichman, second by Drake, to appoint Melvyn Houser, County Auditor, as Temporary Chairperson for the election of a new Board Chairman and Chairman Pro-Tem for the year 2018. UNANIMOUS VOTE. Motion carried.

Houser announced nominations are now in order for the office of Chairman for 2018. Hanafan was nominated by Schultz. There being no further nominations, Melvyn Houser, Temporary Chairman, declared it ceased. The Board proceeded to vote as follows:

Belt voted for Hanafan;  
 Hanafan voted for Hanafan;  
 Schultz voted for Hanafan;  
 Drake voted for Hanafan; and  
 Wichman voted for Hanafan.

Hanafan was elected Chairman for 2018.

Houser announced nominations are now in order for the office of Chairperson Pro-Tem for 2018. Wichman was nominated by Schultz. There being no further nominations, Melvyn Houser, Temporary Chairman, declared it ceased. The Board proceeded to vote as follows:

Belt voted for Wichman;  
 Hanafan voted for Wichman;  
 Schultz voted for Wichman;  
 Drake voted for Wichman; and  
 Wichman voted for Wichman.

Wichman was elected Chairman Pro-Tem for 2018.

Thereupon, Melvyn Houser, Temporary Chairman, turned the meeting over to Chairman Hanafan.

Motion by Drake, second by Schultz, to approve and authorize Board to sign **Resolution No. 06-2018**, a Resolution entitled: Resolution Authorizing the County Engineer to Close Secondary Roads for Construction and/or Maintenance. Said Resolution is set out as follows:

**RESOLUTION NO. 06-2018**

**RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO CLOSE SECONDARY ROADS FOR CONSTRUCTION AND/OR MAINTENANCE.**

**WHEREAS**, Section 306.41 of the Code of Iowa, 2002, provides that “The agency having jurisdiction and control over any highway in the state, or the chief engineer of said agency when delegated by such agency, may temporarily close sections of a highway by formal resolution entered upon the minutes of such agency when reasonably necessary because of construction, reconstruction, maintenance, or natural disaster and shall cause to be erected ROAD CLOSED signs and partial or total barricades in the roadway at each end of the closed highway section and on the closed highway where that highway is intersected by other highways if such intersection remains open. Any numbered road closed over forty-eight hours shall have a designated detour route. The agency having jurisdiction over a section of highway closed in accordance with the provisions of this section, or the persons or contractors employed to carry out the construction, reconstruction, or maintenance of the closed section of highway, shall not be liable for any damages to any vehicle that enters the closed section of highway or the contents of such vehicle or for any injuries to any person that enters the closed section of highway, unless the damages are caused by gross negligence of the agency or contractor.”

**NOW THEREFORE BE IT RESOLVED** by the Pottawattamie County Board of Supervisors in session this 2<sup>nd</sup> day of January, 2018, that the County Engineer be authorized to close Pottawattamie County Secondary roads as necessary with the actual dates of closure to be determined by the County Engineer as follows:

For Construction: Any project as described in the approved “Pottawattamie County Secondary Road Construction Program for the fiscal year 2018-2019, and any approved supplements thereto.”

For Emergency Closure of any road for maintenance purposes: Any route deemed necessary by the County Engineer.

**Dated this 2<sup>nd</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scott A. Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____	<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"/>
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Marilyn Jo Drake	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____	<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"/>

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

RECOMMENDED: \_\_\_\_\_  
Pottawattamie County Engineer

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Drake, to approve and authorize Board to sign **Resolution No. 07-2018**, a Resolution entitled: Resolution to Authorize the County Engineer to Certify Completion Papers and Make Final Acceptance of Contract Work on the Farm to Market and Federal Aid Systems. Said Resolution is set out as follows:

**RESOLUTION NO. 07-2018**

**RESOLUTION TO AUTHORIZE THE COUNTY ENGINEER TO CERTIFY COMPLETION PAPERS AND MAKE FINAL ACCEPTANCE OF CONTRACT WORK ON THE FARM TO MARKET AND FEDERAL AID SYSTEMS.**

**WHEREAS**, it is necessary that the Pottawattamie County Engineer be empowered by the Pottawattamie County Board of Supervisors to execute the Certificate of Completion and make final acceptance of Farm to Market contract construction work as provided for in Section 310 of the Code of Iowa, 2002, and Federal Aid contract construction work,

**NOW THEREFORE BE IT RESOLVED** by the Pottawattamie County Board of Supervisors in session this 2<sup>nd</sup> day of January, 2018, that said County Engineer John A. Rasmussen, be and is hereby designated, authorized, and empowered on behalf of the Pottawattamie County Board of Supervisors to execute the Certification of Completion of Work and Final Acceptance thereof in accordance with plans and specifications therefore in connection with all Farm to Market and Federal Aid construction projects in Pottawattamie County for the year 2018.

**Dated this 2<sup>nd</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scott A. Belt				
_____	<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"/>
Marilyn Jo Drake				
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tim Wichman				

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

RECOMMENDED: \_\_\_\_\_  
 Pottawattamie County Engineer

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Belt, to approve and authorize Board to sign **Resolution No. 08-2018**, a Resolution entitled: Resolution to Authorize the County Engineer to Issue and Sign Special Permits for the Movement of Vehicles of Excessive Size and Weight upon Pottawattamie County Secondary Roads. Said Resolution is set out as follows:

**RESOLUTION NO. 08-2018**

**RESOLUTION TO AUTHORIZE THE COUNTY ENGINEER TO ISSUE AND SIGN SPECIAL PERMITS FOR THE MOVEMENT OF VEHICLES OF EXCESSIVE SIZE AND WEIGHT UPON POTTAWATTAMIE COUNTY SECONDARY ROADS.**

**WHEREAS**, the Board of Supervisors is empowered under authority of Section 321E.1 of the 2002 Code of Iowa to issue permits for the movement of machines, vehicles, or loads, or combinations thereof which exceed the maximum dimensions and/or weights specified in Sections 321.452 to 321.466 but within the limitations of Chapter 321E upon Secondary Roads under their jurisdiction, and

**WHEREAS**, it is important that such permits be issued by persons familiar with the statutes and regulations relating to such permits and also with the limitations of the County's roadways, road surfaces, and structures along the selected or designated routes,

**NOW THEREFORE BE IT RESOLVED** by the Pottawattamie County Board of Supervisors in session this 2<sup>nd</sup> day of January, 2018, that the Pottawattamie County Engineer and the following named employees of the Secondary Roads Department be authorized to issue and sign special permits for the movement of vehicles of excessive size and weight upon Pottawattamie County Secondary Roads in accordance with said Chapters 321E and 321 as amended:

- John A. Rasmussen, County Engineer
- Jacob Ferro, Assistant Engineer
- Lisa Keierleber, Assistant Engineer
- Kristina R. Hauger, Assistant to the Engineer

**Dated this 2<sup>nd</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tom Hanafan, Chairman				
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scott A. Belt				
_____	<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"/>
Marilyn Jo Drake				
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tim Wichman				

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

RECOMMENDED: \_\_\_\_\_  
Pottawattamie County Engineer

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Drake, to approve funding request by Golden Hills RC&D for the Loess Hills Missouri River Region Project in the amount of \$12,000.00 per year, for three consecutive years, commencing 2018 and ending 2020. Said funds to be paid out of Gaming Fund. UNANIMOUS VOTE.

Motion by Drake, second by Wichman, to approve the appointment of John Newman to the Pottawattamie County Conservation Board, for a five year term, coming January 1, 2018, and ending December 31, 2022. UNANIMOUS VOTE.

Motion by Wichman, second by Drake, to approve the appointment of the following to the Loess Hills Alliance Board:

Board Members (3): Scott Belt  
Mark Shoemaker  
Jeff Franco

Alternate (2): Kody Wohlers  
Justin Schultz

Said appointments are for a one year term, and will expire December 31, 2018. UNANIMOUS VOTE. Motion carried.

### **OTHER BUSINESS**

Motion by Schultz, second by Belt, to adopt Robert's Rules of Order as written rules of parliamentary procedures for transaction of business in meetings, except when it conflicts with the Code of Iowa. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Drake, to establish a policy that the Board of Supervisors' regular sessions will be held on Tuesday of each week, commencing at 9:00 AM. It shall be the prerogative of the Chairman, with Board approval, to cancel or add a meeting day. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve and authorize Board to sign **Resolution No. 01-2018**, a Resolution pertaining to the payment of County bills. Said Resolution is set out as follows:

#### **RESOLUTION NO. 01-2018**

**BE IT RESOLVED**, by the Board of Supervisors of Pottawattamie County, Iowa, that the Auditor be, and is hereby authorized and directed to issue warrants in payment of claims before audit, and when the Board is not in session for the following purposes:

#### **FIRST:**

For salaries where such compensation shall have been previously fixed by the Board of Supervisors. When services of an employee is terminated upon certification of the officer under which such compensation has been earned.

#### **SECOND:**

For transportation of persons transferred at the County's expense to various State Institutions, when such expenses have been previously authorized and ordered by the court or direction of the Department of Human Services, and to include transients for Pottawattamie County Human Services.

**THIRD:**

For Clerk of Court’s certified bills for payment of Grand Jury.

**FOURTH:**

For benefits for salaries on County payroll, where benefit rates have been previously fixed by the Board of Supervisors.

**Dated this 2<sup>nd</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Belt, to approve and authorize Board to sign **Resolution No. 02-2018**, a Resolution pertaining to the Auditor destroying county vouchers and canceled county warrants which have been on file for more than ten years. Said Resolution is set out as follows:

**RESOLUTION NO. 02-2018**

**WHEREAS**, the Pottawattamie County Auditor has on file county vouchers and canceled county warrants, which have been on file on or before January 1, 2008; and

**WHEREAS**, Code of Iowa, Section 331.323(e), requires the Board of Supervisors to authorize the Auditor to destroy county vouchers and canceled county warrants, which have been on file for more than ten years.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors, Pottawattamie County, Iowa, authorizes the Auditor to destroy county vouchers and canceled county warrants dated before January 1, 2008.

**Dated this 2<sup>nd</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Wichman, to approve and authorize Board to sign **Resolution No. 03-2018**, a Resolution entitled: Resolution Appointing Deputies. Said Resolution is set out as follows:

**RESOLUTION NO. 03-2018**

**RESOLUTION APPOINTING DEPUTIES**

**WHEREAS**, the Code of Iowa, Chapter 331.903, states that the auditor, treasurer, recorder, sheriff and county attorney may each appoint, with approval of the board, one or more deputies, assistants, or clerks for whose acts the principal officer is responsible, and

**WHEREAS**, the number of deputies, assistants, and clerks for each office shall be determined by the board and the number and approval of each appointment shall be adopted by a resolution recorded in the minutes of the board, and

**WHEREAS**, each deputy officer, assistant and clerk shall perform the duties assigned by the principal officer making the appointment and during the absence or disability of the principal officer, the first deputy shall perform the duties of the principal officer.

**NOW THEREFORE BE IT RESOLVED**, that the Pottawattamie County Board of Supervisors hereby approves the following deputy appointments:

<b>Attorney</b>	Jon Jacobmeier, Chief Deputy
<b>Auditor</b>	Kristin M. Everett, First Deputy Linda Swolley, Second Deputy
<b>Recorder</b>	Lynn Herrington, First Deputy
<b>Sheriff</b>	John D. Reynolds, Chief Deputy
<b>Treasurer</b>	Jamie Smothers, First Deputy

**Dated this 2<sup>nd</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Belt, to approve and authorize Board to sign **Resolution No. 04-2018**, a Resolution pertaining to the taxable value of the lengths of mileage of the several railroad, telegraph, telephone, and express companies in Pottawattamie County. Said Resolution is set out as follows:

**RESOLUTION NO. 04-2018**

**BE IT RESOLVED**, by the Board of Supervisors of Pottawattamie County, Iowa, that it is hereby ordered that the lengths of the mileage of the several railroad, telegraph, telephone, and express companies in Pottawattamie County, and the taxable value thereof, as fixed by the Department of Revenue, within the several towns, townships, and school districts of Pottawattamie County be fixed according to schedule and the County Auditor is hereby ordered to publish and spread the same upon the taxes levied for said County for the Fiscal Year 2018-2019.

RECAPITULATION

Telephone/Telegraph	\$ 30,011,740.36
Railroads	\$ 62,284,535.81
Pipeline	\$ 57,919,993.43
Total County	\$150,216,269.6

Dated this 2<sup>nd</sup> day of January, 2018.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

Motion by Drake, second by Wichman, to approve and authorize Board to sign **Resolution No. 05-2018**, a Resolution entitled: Construction Evaluation Resolution. Said Resolution is set out as follows:

**RESOLUTION NO. 05-2018**

**CONSTRUCTION EVALUATION RESOLUTION**

**WHEREAS**, Iowa Code Section 459.304(3), sets out the procedure if a Board of Supervisors wishes to adopt a “Construction Evaluation Resolution” relating to the construction of a confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR’s decision regarding a specific application; and

**WHEREAS**, by adopting a construction evaluation resolution the Board of Supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the Board of Supervisors between February 1, 2018, and January 31, 2019, and submit an adopted recommendation regarding that application to the DNR; and

**WHEREAS**, the Board of Supervisors must conduct an evaluation of every construction permit application using the master matrix as provided in Iowa Code Section 459.305, but the Board’s recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA** that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code Section 459.304(3).

Dated this 2<sup>nd</sup> day of January, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	○	○	○	○
_____ Scott A. Belt	○	○	○	○
_____ Justin Schultz	○	○	○	○
_____ Marilyn Jo Drake	○	○	○	○
_____ Tim Wichman	○	○	○	○

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Belt, to approve the following newspapers as Official Newspapers for Pottawattamie County, Iowa for the 2018 year: The Herald-Oakland, Gazette Reporter-Neola; The Avoca Journal Herald-Avoca; and The Daily Nonpareil-Council Bluffs. The County shall pay no more than Iowa Code allows for legal publications in these newspapers. UNANIMOUS VOTE. Motion approved.

Motion by Drake, second by Schultz, to approve the Pottawattamie County Courthouse being closed on the following legal holidays for 2018, as per Code of Iowa, Section 33.1:

NEW YEAR’S DAY	JANUARY 1, 2018	MONDAY
MARTIN LUTHER KING, JR. DAY	JANUARY 15, 2018	MONDAY
PRESIDENT’S DAY	FEBRUARY 19, 2018	MONDAY
MEMORIAL DAY	MAY 28, 2018	MONDAY
INDEPENDENCE DAY	JULY 4, 2018	WEDNESDAY
LABOR DAY	SEPTEMBER 3, 2018	MONDAY
VETERAN’S DAY (observed)	NOVEMBER 12, 2018	MONDAY
THANKSGIVING DAY	NOVEMBER 22, 2018	THURSDAY
LIEU OF LINCOLN’S BIRTHDAY	NOVEMBER 23, 2018	FRIDAY
CHRISTMAS	December 25, 2018	TUESDAY
<b>NEW YEAR’S DAY 2019</b>	<b>JANUARY 1, 2019</b>	<b>TUESDAY</b>

UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Belt, to approve Federal Standard Mileage Rate for 2018, at 54.5¢ per mile. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve Marilyn Jo Drake as representative to the Southwest Iowa Region Mental Health & Disability Services Board for 2018. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve Scott Belt as representative to the Fourth Judicial District Department of Correctional Services Board of Directors for 2018. UNANIMOUS VOTE. Motion carried.

Discussion was held on Board representation assignments to the following agencies: The 712 Initiative; Advance SW Iowa Corporation; CB Airport Authority; CB Chamber – Board of Directors; E911 Board; East Pott Soil & Water Conservation; Emergency Management Board; Golden Hills RC&D; Hungry Canyons; MAPA; Mental Health Advocate; Pottawattamie Arts Culture & Entertainment; Pottawattamie County Assessor; Pottawattamie County Conservation

Board; Pottawattamie County Trails Board; Pottawattamie County Veteran Affairs; Promise Partners; SW Iowa Juvenile Services Board;

SWIPCO/SWITA; VNA-Board of Health; West Central Community Action; West Pott Soil & Water Conservation; Western Iowa Development Agency; and Workforce Investment Board. This was a discussion only. No action taken.

**RECEIVED/FILED**

Salary Actions:

- 1) SW Iowa Juvenile Center – Payroll Status Change of Justin Wathen.
- 2) Sheriff – Payroll Status Change of Zacharie Norman.

**ADJOURN**

Motion by Schultz, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:15 AM.

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Tom Hanafan, Chairman

ATTEST: 

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Melvyn Houser, County Auditor

APPROVED: January 9, 2018

PUBLISH: X

**January 9, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Wichman, second by Schultz, to approve:

- A. January 2, 2018, Minutes as read.
- B. Publication of Claims Allowed for December 2017.
- C. Publication of Pottawattamie County Salary Listing for 2017.
- D. Auditor – Job Reclassification of Linda Swolley to Second Deputy, at \$3073 per hour, effective January 2, 2018.
- E. Auditor – Job Reclassification of Kimberlee Nielsen from GIS Intern, at \$15.00 per hour, to Auditor Intern, at \$15.00 per hour, effective January 2, 2018..
- F. Sheriff – Job Reclassification of Brandon Ramsey from Road - Deputy, at \$33.13 per hour, to Court Security - Deputy, at \$32.53 per hour, effective January 1, 2018.
- G. Sheriff – Job Reclassification of Jerome Stewart from Investigations – Deputy, at \$32.53 per hour, to Road – Deputy, at \$33.13 per hour, effective January 1, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Schultz, second by Drake, to approve and authorize Chairman to sign Interlocal Cooperation Agreement Among Omaha Public Power District, Douglas County, Nebraska, Washington County, Nebraska, and Pottawattamie County, Iowa - Relating to a Land Mobile Radio System Sharing Agreement. UNANIMOUS VOTE. Motion carried.

County Engineer John Rasmussen came before the Board to update and discuss the upcoming seal coat projects on County roads. This was a discussion only. No action taken.

County Engineer John Rasmussen came before the Board to discuss and clarify that the bid opening for Project No. L-YO-1--73-78, which is scheduled for 10:00 AM on this date, is the same project that was discussed as Project L-YO01-DLB-78 in Board of Supervisors Minutes on December 19, 2017. This was a discussion only. No action taken.

Motion by Drake, second by Wichman, to open all bids for York Bridge materials - Project No. L-YO-1--73-78, previously referred to as Project L-YO01-DLB-78 in Board of Supervisors Minutes from December 19, 2017. Bid of \$88,023.85 awarded to Oden Enterprises, Inc. UNANIMOUS VOTE. Motion Carried

Motion by Schultz, second by Drake, to accept the recommendation made by the Compensation Board for all elected officials to receive a 3.25% increase for FY 2018/19. After further discussion, the Board of Supervisors agreed to vote on an amendment to the Compensation Board's recommendation in that the Board of Supervisors' increase would be 2.75% instead of the 3.25%, but to approve the 3.25% increase recommended by the Compensation Board for the remaining County Elected officials. They further discussed that a Resolution would be signed on January 30, 2018, accepting said increases. **Roll Call Vote: AYES: Schultz, Drake, Belt; NAYS: Wichman, Hanafan. Motion carried.**

Budget study sessions were held with the Auditor's Office, and on the Board of Supervisors budget. This was a discussion only. No action taken.

**3. OTHER BUSINESS**

Motion by Schultz, second by Belt, to approve 2018 Parking Passes for Courthouse East Metered Lot, pursuant to the authority of Board Executive Assistant Melissa Joslin. AYES: Belt, Hanafan, Schultz; NAYS: Wichman, Drake. Motion carried.

Motion by Drake, second by Belt, to approve Pottawattamie County Treasurer's Semi Annual Report for 7/1/2017 – 12/31/2017. UNANIMOUS VOTE. Motion carried.

**4. RECEIVED/FILED****A. Salary Actions:**

- 1) Sheriff – Payroll Status Change of Mike Hansen; Richard Hiatt; Jon Hilz.

**B. Reports:**

- 1) Recorder's Fee Book for December 2017.

**5. ADJOURN**

Motion by Schultz, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 1:08 PM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: January 16, 2018

PUBLISH: X

**January 9, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 6:30 PM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. SCHEDULED SESSIONS**

Motion by Schultz, second by Wichman, to open public hearing on Project L-FY18-1-73-78, starting from L20 (Old Lincoln Highway) at the intersection of Mahogany Road located in the NE ¼ of Section 13, Township 76 North, Range 44 West (Crescent Township), and progressing East to the Intersection of G30 and L3r located in SW ¼ of Section 11, Township 76 North, Range 43 West (Hazel Dell Township) to connect G30 to Old Lincoln Highway. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Belt, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Schultz, to receive and file letters from Ronald Collins and Donald McClintock. Unanimous Vote. Motion carried.

Motion by Wichman, second by Schultz, to approve and authorize Board to sign **Resolution No. 09-2018**, a Resolution entitled: Resolution Authorizing the Plan and Design to Establish a Public Roadway. Said Resolution is set out as follows:

**RESOLUTION NO. 09-2018**

**RESOLUTION AUTHORIZING THE PLAN AND DESIGN TO ESTABLISH A PUBLIC ROADWAY**

**WHEREAS** jurisdiction of Secondary Roads in Pottawattamie County is vested in the Board of Supervisors as provided in Iowa Code §306.4.

**WHEREAS** the Board of Supervisors may establish and construct new secondary roadways to be a part of the county road system as provided in Iowa Code §306.10.

**WHEREAS** the County Engineer has determined that improvements are necessary to extend County Road G30 from Old Lincoln Highway, at Mahogany Avenue approximately 4.5 miles east to County Road L34 in Pottawattamie County. In order to provide a direct route between I80 near Underwood and I29 near Crescent; to enhance public safety; to reduce traffic on unpaved roads; and to overcome the geographical isolation of the northwest corner of the County.

**WHEREAS** it is necessary for the County Engineer to conduct a study to determine the site-specific design, location, property and costs needed for the Improvements.

**WHEREAS** the Improvements shall be more specifically identified in the Pottawattamie County Secondary Road Construction Program as project number L-FY18-1-73-78.

**NOW THEREFORE BE IT RESOLVED** by the Pottawattamie County Board of Supervisors that the County Engineer shall conduct a study to determine the final site-specific design for the public improvements to G30, to make final selection of the route or site location, to determine the property or interest in property needed for the public improvement to G30 and to acquire or condemn property if necessary for the Improvements as identified in the Pottawattamie County Secondary Road Construction Program as project number L-FY18-1-73-78.

**BE IT FURTHER RESOLVED** that funding for study of the above-mentioned Project Number L-FY18-1-73-78, be approved.

**Dated this 9<sup>th</sup> day of January, 2018.**

**ROLL CALL VOTE**

AYE	NAY	ABSTAIN	ABSENT
○	○	○	○

\_\_\_\_\_  
Tom Hanafan, Chairman

_____	○	○	○	○
Scott A. Belt				
_____	○	○	○	○
Justin Schultz				
_____	○	○	○	○
Marilyn Jo Drake				
_____	○	○	○	○
Tim Wichman				

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

RECOMMENDED: \_\_\_\_\_  
Pottawattamie County Engineer

Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

**2. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 8:08 PM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: January 16, 2018  
PUBLISH: X

**January 16, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All Board members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Wichman, second by Drake, to approve:

- A. January 9, 2018, 9:00 AM, Minutes as read.
- B. January 9, 2018, 6:30 PM, Minutes as read.
- C. County Attorney – Employment of Jennifer Benson as Attorney II, at \$43.91 per hour, effective January 16, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Jason Slack, Director of Buildings and Grounds; Dean Fajen, Project Manager with HGM Associates, Inc.; and David Bayer, Chief Information Officer, came before the Board to discuss the plans for the Second Floor renovation project, and to award the bid for said project. This was a discussion only, and no action was taken on this date.

Motion by Wichman, second by Schultz, to approve the hiring of Cheri Dahleim as Chief Medical Examiner Investigator. UNANIMOUS VOTE. Motion carried.

Budget study session was held with County Medical Examiner Christopher J. Elliott, MD. This was a discussion only. No action taken.

Motion by Belt, second by Drake, to approve funding request by Council Bluffs Housing Trust Fund for 2018 in the amount of \$6,000.00. Said funds to be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve funding request by Southwest Iowa Planning Council (SWIPCO) for FY 18/19 in the amount of \$16,058.00. Said funds to be paid out of the Rural Fund. AYES: Drake, Belt, Schultz; NAYS: Hanafan, Wichman. Motion carried.

Motion by Wichman, second by Belt, to approve funding request by Southwest Iowa Transit Agency (SWITA) for FY 18/19 in the amount of \$6,000.00. Said funds to be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve funding request by Southwest Iowa Housing Trust Fund (SWIHTF) for FY 18/19 in the amount of \$ 5,000.00. Said funds to be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve funding request by Loess Hills Alliance for FY 18/19 in the amount of \$2,000.00. Said funds to be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

John Thomas, Project Director with Hungry Canyons Alliance was scheduled to come before the Board to request FY 18/19 funding. Mr. Thomas contacted the Board and requested said meeting be rescheduled. Therefore, no action was taken by the Board at this time.

Kelly Butts-Elston, CEO with Connections Area Agency on Aging came before the Board to request FY 18/19 funding. A discussion was held on what programs were offered by this

agency. The Board requested more information be submitted before a decision could be made on this funding request. Therefore, no action was taken by the Board at this time.

Motion by Wichman, second by Drake, to approve the printing and distribution of the 2017 Department Head reports by The Daily Nonpareil, and a cost not to exceed \$9,700.00. Said funds shall be paid out of the General Fund. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve and sign **Resolution No. 10-2018**, a resolution regarding a proposed road vacation, pursuant to Iowa Code Section 306, as follows:

**RESOLUTION NO. 10-2018**

**PROPOSED ROAD VACATION, IOWA CODE SECTION 306.**

**WHEREAS**, a request has been filed with the Pottawattamie County Board of Supervisors asking that action be taken to vacate and clear the record of a section of Pottawattamie County Road, described as follows:

A 40 foot wide road (208th Street) on the West line of the NE $\frac{1}{4}$  NE $\frac{1}{4}$  and a portion on the West line of the SE $\frac{1}{4}$  NE $\frac{1}{4}$  of Section 28, Township 77 North, Range 43 West of the 5th Principal Meridian, Pottawattamie County, Iowa described as follows:

Beginning at the Northwest Corner of the NE $\frac{1}{4}$  NE $\frac{1}{4}$  of said Section 28; thence running south 2135 feet and terminating 50 feet north of a driveway to the SE $\frac{1}{4}$  NE $\frac{1}{4}$  of said Section 28. The road described to be vacated was established on January 2, 1937 by Easement's recorded in Book 810, Page's 396 and 397 in the Pottawattamie County Recorder's Office establishing right-of-way 20 feet east and 20 feet west of the above described line, and, was also established on June 20, 1877 by Petition No. 314 and recorded in County Road Calendar Book B, Page 568 establishing right-of-way at 40 feet wide. Length of road to be vacated is 2135 feet (0.4 mile).

Also,

A 40 foot wide road (208<sup>th</sup> Street) along the South line of Section 21, Township 77 North, Range 43 West of the 5th Principal Meridian, Pottawattamie County, Iowa described as follows:

Beginning at the SE Corner of the SW $\frac{1}{4}$  SE $\frac{1}{4}$  of said Section 21; thence north 20 feet to the centerline of a road and the Point of Beginning; thence west along said centerline and parallel with the south line of said Section 21 a distance of 700 feet to the terminus of said line. The portion of roadway described to be vacated was established on April 22, 1898 by Original Petition No. 1019 and recorded in County Road Calendar Book D, Page 103 establishing the right-of-way in said SW $\frac{1}{4}$  SE $\frac{1}{4}$  at 40 feet wide all lying north of the section line. Length of road to be vacated is 700 feet (0.13 mile).  
(Boomer Township)

Note: Utilities are granted a permanent and perpetual easement for the continuance of maintaining existing facilities for such construction, reconstruction, replacement, and repair thereof as may be deemed necessary by the utilities in the future (Iowa Code 306.22, 479.17, 479.24).

**NOW, THEREFORE BE IT RESOLVED** that a hearing on the proposed vacation will be held at the Board of Supervisors Hearing Room at 226 South 6<sup>TH</sup> Street, Council Bluffs, Iowa on **January 30, 2018, at 9:15 AM**, in accordance with Iowa Code Chapter 306;

and to set a public hearing date on said Resolution for January 30, 2018, at 9:15 AM, in the Board of Supervisors' Hearing Room, Second Floor, Courthouse, Council Bluffs, Iowa.

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Chief Information Officer David Bayer, and Human Resources Director Mary Davis came before the Board to update and discuss with the Board the management duties of the Tyler Program. This was a discussion only. No action taken.

Assistant County Attorney Maggie Popp Reyes came before the Board to update and discuss the Iowa’s Open Meeting Law. This was a discussion only. No action taken.

Discussion was held between the Board Members on the Members’ 2018 Representative Appointments. This was a discussion only. No action was taken.

County Budget study session was held. This was a discussion only. No action taken.

**3. RECEIVED/FILED**

A. Salary Actions:

- 1. Jail – Payroll Status Change of Stephanie Ford.
- 2. Secondary Roads – Payroll Status Change of Jake Ferro.
- 3. Attorney – Payroll Status Change of John Jacobmeier.

B. Out of State Travel:

- 1. Sheriff – Out of State Travel Notification.

**4. ADJOURN**

Motion by Schultz, second by Belt, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 2:30 PM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: January 23, 2018

PUBLISH: X

**January 23, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present until 10:00, at which time Schultz had to leave. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. January 16, 2018, Minutes as read.
- B. Sheriff – Employment of Jeremy Block as Deputy – Roads Division, at \$24.28 per hour, effective January 29, 2018.
- C. Renewal of Class C Liquor License (LC) (Commercial), granting privileges of Class C Liquor License (LC) Commercial/Outdoor Service/Sunday Sales for Stress Free LLC d/b/a Bent Tree Golf Course, Council Bluffs.
- D. Sheriff – Job Reclassification of James Doty from Roads Division, at \$37.75 per hour, to Investigations Division at \$37.15 per hour, effective January 6, 2018.
- E. Sheriff – Job Reclassification of Dan Temeyer from Roads Division, at \$33.13 per hour, to Investigations Division at \$32.53 per hour, effective January 17, 2018.
- F. Sheriff – Job Reclassification of Chris Weber from Investigations Division, at \$37.61 per hour, to Roads Division, at \$36.69 per hour, effective January 6, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Schultz, second by Belt, to approve and authorize Chairman to sign Agreement with Board of Library Trustees, Town of Avoca; Board of Library Trustees, Town of Carter Lake; Board of Library Trustees, City of Council Bluffs; Board of Library Trustees, Town of Oakland; and Board of Library Trustees, Town of Walnut, for FY 18-19 funding in a sum equal to \$.17047 per thousand dollars of assessed value on taxable property, which is \$300,620.00. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve funding request for FY 19 by Hungry Canyons Alliance in the amount of \$3,750.00. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to award bid on Project No. approve L-YO-1--73-78 (previously referred to as Project L-YO01-DLB-78 in Board of Supervisors Minutes dated December 19, 2017) to Oden Enterprises; and approval and authorization for Chairman to sign Contract with Oden Enterprises concerning said Project. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve Preliminary Official Statement regarding General Obligation Capital Loan Notes, Series 2018; and authorization for Board to sign **Resolution No. 11-2018**, directing the advertisement for sale and approving electronic bidding procedures. Said Resolution is set out as follows:

**RESOLUTION NO. 11-2018**

**RESOLUTION DIRECTING THE ADVERTISEMENT FOR SALE OF \$5,260,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2018, AND APPROVING ELECTRONIC BIDDING PROCEDURES AND OFFICIAL STATEMENT**

**WHEREAS**, this Board has taken all actions necessary and has held hearings in compliance with the Code of Iowa, to authorize the issuance of a total of not to exceed \$5,260,000 General Obligation Capital Loan Notes to pay the costs of projects for the following purposes:

- a) equipping public buildings with computers and software from the Zuercher Suite pertaining to document management, storage and retrieval, in an amount not to exceed \$550,000;
- b) peace officer communication equipment and other emergency services communication equipment and system provided in the Zuercher Suite, radio upgrades and improvements to the Carson Tower, in an amount not to exceed \$1,300,000;
- c) equipping, remodeling and reconstruction of the Sheriff's Department and the Jail, in an amount not to exceed \$520,000;
- d) works and facilities useful for the collection and disposal of solid waste, including vehicles and buildings used for recycling, in an amount not to exceed \$370,000;
- e) equipping of public buildings including the digitalization of records in the County Recorder's office, in an amount not to exceed \$120,000;
- f) equipping, remodeling and reconstructing the Courthouse basement, in an amount not to exceed \$300,000;
- g) equipping, remodeling and reconstructing the first floor of the Courthouse, in an amount not to exceed \$900,000;
- h) architectural and engineering studies, plans and designs for the future equipping, remodeling, reconstruction and extension of the current Law Enforcement Center building, in an amount not to exceed \$900,000; and
- i) vehicles for the Sheriff's Department.

**WHEREAS**, pursuant to Section 331.446 of the Code of Iowa, it is hereby found and determined that a portion of the various general obligation bonds authorized as hereinabove described shall be combined for the purpose of issuance in a single issue of \$5,260,000 (dollar amount subject to change) General Obligation Capital Loan Notes, Series 2018 as hereinafter set forth; and

**WHEREAS**, in conjunction with its Municipal Advisor, Speer Financial, the County has caused a Preliminary Official Statement to be prepared outlining the details of the proposed sale of the Notes; and

**WHEREAS**, the Board has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

**WHEREAS**, the Board deems it in the best interests of the County and the residents thereof to receive bids to purchase such Notes by means of both sealed and electronic internet communication.

**NOW, THEREFORE, BE IT RESOLVED** BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, STATE OF IOWA:

Section 1. That the receipt of electronic bids by facsimile machine and through the SpeerAuction Competitive Bidding System described in the Terms of Offering and Official Statement are hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

Section 2. That General Obligation Capital Loan Notes, Series 2018, of Pottawattamie County, State of Iowa, in the amount of \$5,260,000 (dollar amount subject to change) to be issued as referred to in the preamble of this Resolution, to be dated March 6, 2018, be offered for sale pursuant to the Terms of Offering.

- Section 3. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the Chairperson and County Auditor, upon the advice of bond counsel and the County's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Notes for sale.
- Section 4. Bids for the sale of Notes of Pottawattamie County, State of Iowa, hereafter described, must be received at the office of the County Auditor, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa (the "Issuer") **before 10:30 A.M., on the 6th day of February, 2018.** The bids will then be publicly opened and referred for action to the meeting of the Board of Supervisors in conformity with the TERMS OF OFFERING.
- Section 5. The Notes to be offered are the following:
- GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2018, in the amount of \$5,260,000\*, to be dated March 6, 2018 (the "Notes")
- \*Subject to principal adjustment pursuant to official Terms of Offering.
- Section 6. Manner of Bidding: Open bids will not be received. Bids will be received in any of the following methods:
- Sealed Bidding: Sealed bids may be submitted and will be received at the office of the County Auditor, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa 51501.
  - Electronic Internet Bidding: Electronic internet bids will be received by the County's Municipal Advisor, Speer Financial, Inc., 531 Commercial Street, Waterloo, Iowa. The bids must be submitted through the SPEERAUCTION competitive bidding system.
  - Electronic Facsimile Bidding: Electronic facsimile bids will be received by the County's Municipal Advisor, Speer Financial, Inc., 531 Commercial Street, Waterloo, Iowa (facsimile number: 319-291-8628). Electronic facsimile bids will be treated as sealed bids.
- Section 7. After the time for receipt of bids has passed, the close of sealed bids will be announced. Sealed bids will then be publicly opened and announced. Finally, electronic internet bids will be accessed and announced.
- Section 8. The sale and award of the Notes will be held at the Board Room, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa at a meeting of the Board of Supervisors **on the above date at 2:00 PM.**
- Section 9. The Issuer has issued an Official Statement of information pertaining to the Notes to be offered, including a statement of the Terms of Offering and an Official Bid Form, which is incorporated by reference. The Official Statement may be obtained by request addressed to the County Auditor, County Courthouse, 227 South 6th Street, Council Bluffs, Iowa 51501, Telephone: 712-328-5700 or the Issuer's Municipal Advisor, Speer Financial, 531 Commercial Street, Waterloo, Iowa, 50703, Telephone: 319-291-2077.
- Section 10. All bids shall be in conformity with and the sale shall be in accordance with the Terms of Offering as set forth in the Official Statement.
- Section 11. The Notes will be sold subject to the opinion of Ahlers & Cooney, P.C., Attorneys of Des Moines, Iowa, as to the legality and their opinion will be furnished together with the printed Notes without cost to the purchaser and all bids will be so conditioned. Except to the extent necessary to issue their opinion as to the legality of the Notes, the attorneys will not examine or review or express any opinion with respect to the accuracy or

completeness of documents, materials or statements made or furnished in connection with the sale, issuance or marketing of the Notes.

Section 12. The right is reserved to reject any or all bids, and to waive any irregularities as deemed to be in the best interests of the public.

**Dated this 23<sup>rd</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Jason Slack, Director of Building and Grounds, came before the Board to give an update on the Second Floor renovation project. Discussion only. No action taken.

Motion by Drake, second by Schultz, to approve 2018 Representative Appointments as agreed to between the Board Members. UNANIMOUS VOTE. Motion carried.

County Budget study session was held. This was a discussion only. No action taken.

**3. RECEIVED/FILED**

**A. Salary Actions:**

1. Jail – Payroll Status Change of Craig Thomas; Rodney Oliver; Roger Brannan; Joshua Unruh; Patricia Briles; Kayla Smeal.
2. WIC – Payroll Status Change of Lynn Davis.
3. SW Iowa Juvenile Detention Center – Employment of John Kuebler as Part-Time Youth Corrections Worker.

**4. ADJOURN**

Motion by Drake, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:25 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: January 30, 2018  
PUBLISH: X

**January 30, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members, except Schultz present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. January 23, 2018, Minutes as read.
- B. Attorney – Employment of Jennifer Wallner as Clerk II, at \$16.92 per hour, effective January 25, 2018.
- C. Jail – Employment of Jamie Thompson as Detention Officer, at \$20.94 per hour, effective February 12, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Wichman, to open public hearing on Ordinance #2018-01, an Ordinance to adopt a Code of Ordinances for Pottawattamie County, Iowa. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman. Motion Carried.**

Motion by Wichman, second by Drake, to close public hearing on Ordinance # 2018-01. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman. Motion Carried.**

Motion by Drake, second by Wichman, to approve first consideration of Ordinance #2018-01: an Ordinance to adopt a Code of Ordinances for Pottawattamie County, Iowa.

**POTTAWATTAMIE COUNTY, IOWA  
ORDINANCE NO. 2018-01**

**AN ORDINANCE** to adopt a Code of Ordinances for Pottawattamie County, Iowa.

**WHEREAS**, Section 331.302(9), Code of Iowa, requires that the Board of Supervisors shall compile a Code of Ordinances at least once every five years;

**WHEREAS**, the Board of Supervisors has compiled a Code of Ordinances containing all County Ordinances in effect; and

**WHEREAS**, the Board of Supervisors has determined that said proposed Code should be adopted as the County Code of Pottawattamie County, Iowa.

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE  
COUNTY, IOWA**

**SECTION 1- ADOPTION OF CODE:** That the Ordinances of Pottawattamie County, Iowa, of a general and permanent nature as codified in the volume entitled “Pottawattamie County, Iowa, County Code”, as compiled and edited, are ordained as general ordinances and are adopted as and shall constitute the County Code of Pottawattamie County, 2018, to be hereinafter referred to and cited as the “Pottawattamie County, Iowa, County Code (2018)”.

**SECTION 2 - CODIFICATION OF EXISTING ORDINANCES:** That all existing County Ordinances, as amended, shall be codified or adopted as follows:

Ordinance #97-04	OSI Tax Exemption Ordinance
Ordinance #97-05	OSI TIF Ordinance
Ordinance #97-11	Schmitz Tax Exemption Ordinance
Ordinance #97-12	CBEC TIF Ordinance
Ordinance #99-06	Van Horn Tax Exemption Ordinance
Ordinance #99-15	OSI TIF Amendment #1
Ordinance #2000-02	Bent Tree TIF Ordinance
Ordinance #2006-01	Shelby County-Menards TIF Ordinance

Ordinance #2008-08	Special Valuation of Wind Conversion Property
Ordinance#2017-05	Residency Requirement for Pott. Co. Sheriff' Office
Chapter 1.10	Code of Conduct
Chapter 1.20	Procurement Policy
Chapter 1.30	Accepting and Reporting of Gifts
Chapter 1.40	Local Option Sales and Service Tax
Chapter 1.45	Voting Precincts
Chapter 1.50	Schedule of Fees
Chapter 1.75	Violations and Penalties
Chapter 1.85	Tap-On Recovery Fees
Chapter 1.95	Tax Sale Certificate
Chapter 3.10	Drug Paraphernalia
Chapter 3.15	Civil Emergencies
Chapter 3.20	Conservation Board Lands Rules and Regulations
Chapter 3.30	Motor Vehicles
Chapter 3.40	Discharging Firearms within 1000' of School Property
Chapter 3.50	Animal Control
Chapter 3.55	Sexually Oriented Businesses
Chapter 3.60	High-Risk Sexual Conduct
Chapter 3.80	Disorderly House
Chapter 3.90	Jail Loitering
Chapter 4.10	Veteran's Assistance Program
Chapter 5C	Requirements for Properly Plugging Abandoned Wells
Chapter 5.05	Sanitary Landfill and Waste Incinerator Siting
Chapter 5.10	Hazardous Substances
Chapter 5.25	Yard Waste Separation
Chapter 5.30	Floodplain Management
Chapter 5.40	Illegal Dumping
Chapter 5.50	Onsite Wastewater Treatment and Disposal Systems
Chapter 5.60	Private Water Wells
Chapter 7.05	Courthouse Parking
Chapter 7.10	Driving on Levees
Chapter 7.20	Level B System Roads
Chapter 7.25	Level C System Roads
Chapter 7.30	Uniform Rural Address System
Chapter 7.40	Entrance Permits
Chapter 7.50	Winter Parking Restrictions
Chapter 7.60	Secondary Roads Snow & Ice Clearance
Title 8	Zoning Ordinance
Title 9	Subdivision Ordinance
Title 10	Building Codes
Title 11	Industrial Property Tax Value Added Exemption

**SECTION 3 - SEVERABILITY:** That should any section or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not effect that validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

**SECTION 4 - REPEAL OF CONFLICTING ORDINANCES:** That all ordinance or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 5 - EFFECTIVE DATE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

**Dated this 30<sup>th</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

; and to set second consideration for February 6, 2018, at 9:00 AM. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman. Motion Carried.**

Motion by Belt, second by Drake, to open public hearing on proposed road vacation of a 40 foot wide road (208th Street) on the West line of the NE1/4 NE1/4 and a portion on the West line of the SE1/4 NE1/4 of Section 28, Township 77 North, Range 43 West of the 5th Principal Meridian, Pottawattamie County, Iowa. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman. Motion Carried.**

Motion by Wichman, second Drake, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman. Motion Carried.**

Motion by Drake, second by Belt, to approve and authorize Board to sign **Resolution No. 12-2018**, as follows:

**RESOLUTION NO. 12-2018**

**WHEREAS**, the following described road has a very low volume of traffic; and

**WHEREAS**, budget and liability constraints dictate the secondary roads system be reduced; and

**WHEREAS**, it is in the best interest of Pottawattamie County to vacate the road right-of-way described below.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors of Pottawattamie County in session this January 30, 2018, that the following described road easement be vacated:

A 40 foot wide road (208th Street) on the West line of the NE1/4 NE1/4 and a portion on the West line of the SE1/4 NE1/4 of Section 28, Township 77 North, Range 43 West of the 5th Principal Meridian, Pottawattamie County, Iowa described as follows:

Beginning at the Northwest Corner of the NE1/4 NE1/4 of said Section 28; thence running south 2135 feet and terminating 50 feet north of a driveway to the SE1/4 NE1/4 of said Section 28. The road described to be vacated was established on January 2, 1937 by Easement's recorded in Book 810, Page's 396 and 397 in the Pottawattamie County Recorder's Office establishing right-of-way 20 feet east and 20 feet west of the above described line, and, was also established on June 20, 1877 by Petition No. 314 and recorded in County Road Calendar Book B, Page 568 establishing right-of-way at 40 feet wide. Length of road to be vacated is 2135 feet (0.4 mile).

Also,

A 40 foot wide road (208<sup>th</sup> Street) along the South line of Section 21, Township 77 North, Range 43 West of the 5th Principal Meridian, Pottawattamie County, Iowa described as follows:

Beginning at the SE Corner of the SW1/4 SE1/4 of said Section 21; thence north 20 feet to the centerline of a road and the Point of Beginning; thence west along said centerline and parallel with the south line of said Section 21 a distance of 700 feet to the terminus of said line. The portion of roadway described to be vacated was established on April 22, 1898 by Original Petition No. 1019 and recorded in County Road Calendar Book D, Page 103 establishing the right-of-way in said SW1/4 SE1/4 at 40 feet wide all lying north of the section line. Length of road to be vacated is 700 feet (0.13 mile).  
(Boomer Township)

Note: Utilities are granted a permanent and perpetual easement for the continuance of maintaining existing facilities for such construction, reconstruction, replacement, and repair thereof as may be deemed necessary by the utilities in the future (Iowa Code 306.22, 479.17, 479.24).

Dated this 30<sup>th</sup> day of January, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

RECOMMENDED: \_\_\_\_\_  
Pottawattamie County Engineer

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman. Motion Carried.**

Motion by Drake, second by Belt, to approve renewal of county property casualty insurance with ICAP (Iowa Communities Assurance Pool) for the amount of \$439,922.57. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve payment to Dubuque County Sheriff for remaining portion of the Dubuque County Service Contract for recently hired Pottawattamie County Deputy Sheriff Jeremy Block in the amount of \$2,481.40. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve appointment of Bernie Bolton to the Loess Hills Developments and Conservation Authority for 2018. UNANIMOUS VOTE. Motion carried.

Tiffany Mass came before the Board for a budget study session. This was a discussion only. No action taken.

Bob Andersen came before the Board for a budget study session. This was a discussion only. No action taken.

County Budget study session was held. This was a discussion only. No action taken.

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**3. RECEIVED/FILED**

**A. Salary Actions:**

- 1) IT – Payroll Status Change of Randall Thompson.
- 2) Community Services – Payroll Status Change of Mary-Beth Roskens.
- 3) Attorney – Payroll Status Change of Shelly Sudmann; Brett Wessels; Malina Dobson.
- 4) Conservation – Payroll Status Change of Chad Graeve; Jonathon Fenner.

B. Department Out of State Travel:

- 1) Sheriff – Out of State Travel Notification.
- 2) Board of Supervisors – Out of State Travel Notification.

**4. ADJOURN**

Motion by Belt, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 12:32 PM.

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Tom Hanafan, Chairman

ATTEST: 

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Melvyn Houser, County Auditor

APPROVED: February 6, 2018  
PUBLISH: X

**February 6, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. January 30, 2018, Minutes as read.
- B. Jail – Employment of Amberley Proctor as Part-time PRN, at \$30.12 per hour, effective February 5, 2018.
- C. Publication of Claims Allowed for January 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Schultz, to approve second consideration of **Ordinance 2018-1**, an Ordinance to adopt a Code of Ordinances for Pottawattamie County, Iowa.

**POTTAWATTAMIE COUNTY, IOWA  
ORDINANCE NO. 2018-01**

**AN ORDINANCE** to adopt a Code of Ordinances for Pottawattamie County, Iowa.

**WHEREAS**, Section 331.302(9), Code of Iowa, requires that the Board of Supervisors shall compile a Code of Ordinances at least once every five years;

**WHEREAS**, the Board of Supervisors has compiled a Code of Ordinances containing all County Ordinances in effect; and

**WHEREAS**, the Board of Supervisors has determined that said proposed Code should be adopted as the County Code of Pottawattamie County, Iowa.

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE  
COUNTY, IOWA**

**SECTION 1- ADOPTION OF CODE:** That the Ordinances of Pottawattamie County, Iowa, of a general and permanent nature as codified in the volume entitled “Pottawattamie County, Iowa, County Code”, as compiled and edited, are ordained as general ordinances and are adopted as and shall constitute the County Code of Pottawattamie County, 2018, to be hereinafter referred to and cited as the “Pottawattamie County, Iowa, County Code (2018)”.

**SECTION 2 - CODIFICATION OF EXISTING ORDINANCES:** That all existing County Ordinances, as amended, shall be codified or adopted as follows:

Ordinance #97-04	OSI Tax Exemption Ordinance
Ordinance #97-05	OSI TIF Ordinance
Ordinance #97-11	Schmitz Tax Exemption Ordinance
Ordinance #97-12	CBEC TIF Ordinance
Ordinance #99-06	Van Horn Tax Exemption Ordinance
Ordinance #99-15	OSI TIF Amendment #1
Ordinance #2000-02	Bent Tree TIF Ordinance
Ordinance #2006-01	Shelby County-Menards TIF Ordinance
Ordinance #2008-08	Special Valuation of Wind Conversion Property
Ordinance#2017-05	Residency Requirement for Pott. Co. Sheriff' Office
Chapter 1.10	Code of Conduct
Chapter 1.20	Procurement Policy
Chapter 1.30	Accepting and Reporting of Gifts
Chapter 1.40	Local Option Sales and Service Tax
Chapter 1.45	Voting Precincts
Chapter 1.50	Schedule of Fees
Chapter 1.75	Violations and Penalties
Chapter 1.85	Tap-On Recovery Fees
Chapter 1.95	Tax Sale Certificate

Chapter 3.10	Drug Paraphernalia
Chapter 3.15	Civil Emergencies
Chapter 3.20	Conservation Board Lands Rules and Regulations
Chapter 3.30	Motor Vehicles
Chapter 3.40	Discharging Firearms within 1000’ of School Property
Chapter 3.50	Animal Control
Chapter 3.55	Sexually Oriented Businesses
Chapter 3.60	High-Risk Sexual Conduct
Chapter 3.80	Disorderly House
Chapter 3.90	Jail Loitering
Chapter 4.10	Veteran’s Assistance Program
Chapter 5C	Requirements for Properly Plugging Abandoned Wells
Chapter 5.05	Sanitary Landfill and Waste Incinerator Siting
Chapter 5.10	Hazardous Substances
Chapter 5.25	Yard Waste Separation
Chapter 5.30	Floodplain Management
Chapter 5.40	Illegal Dumping
Chapter 5.50	Onsite Wastewater Treatment and Disposal Systems
Chapter 5.60	Private Water Wells
Chapter 7.05	Courthouse Parking
Chapter 7.10	Driving on Levees
Chapter 7.20	Level B System Roads
Chapter 7.25	Level C System Roads
Chapter 7.30	Uniform Rural Address System
Chapter 7.40	Entrance Permits
Chapter 7.50	Winter Parking Restrictions
Chapter 7.60	Secondary Roads Snow & Ice Clearance
Title 8	Zoning Ordinance
Title 9	Subdivision Ordinance
Title 10	Building Codes
Title 11	Industrial Property Tax Value Added Exemption

**SECTION 3 - SEVERABILITY:** That should any section or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, that decision shall not effect that validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

**SECTION 4 - REPEAL OF CONFLICTING ORDINANCES:** That all ordinance or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 5 - EFFECTIVE DATE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

**Dated this 30<sup>th</sup> day of January, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

; and to adopt said Ordinance #2018-1 into law. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Drake, to approve and sign resurfacing project plans for STP-CO78(197) – 5E-78 on L52 from Hwy 6 to G30. **UNANIMOUS VOTE. Motion carried.**

Motion by Belt, second by Schultz, to approve and authorize Recorder to sign contract with Fidlar Technologies for Indexing Phase 2 Project. UNANIMOUS VOTE. Motion carried.

Recorder Mark Brandenburg came before the Board for a budget study session. This was a discussion only. No action taken.

Motion by Drake, second by Schultz, to approve and sign five year Commercial Services Agreement with Cox Business. UNANIMOUS VOTE. Motion carried.

Chief Information Officer David Bayer, IT/GIS came before the Board for a budget study session. This was a discussion only. No action taken.

Jason Slack, Director of Building and Grounds came before the Board and discussed the relocation of offices during the Second Floor Renovation. After said discussion, a Motion was made by Belt, and seconded by Drake, to approve and award the bid for construction of the Second Floor Renovation Project to Prairie Construction for \$619,000.00. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz , to approve the following Compensation / Condemnation Commission Members: Perry “Bud” Beedle, Dean Fischer, Deb Forristall, Merrill Johnson, Robert Leaders, Frank Moran, Mark Torneton, Jeanette Beresford, Gerianne Darnell, Diane Forristall, Lee Gillespie, Mark Gress, Carol Horner, Robert A. Pingel, Ryan Rogers, Tamara Brunow, Susan Goos, Chad Hannan, Scott Hartman, Kristi Jerkovich, Rhonda Johnson, Matt O’Reilly, Stephanie Rostermundt, Bill Smith, Faye Williams, Karen Anderson, Clint Brunow, Colby Esterling, Geraldine Haffke, Lynn Leaders, Mindy Martin, Theresa Martin, Tammy Stuart, Earl Williams. UNANIMOUS VOTE. Motion carried.

Human Resources Director Mark Davis came before the Board for a budget study session. This was a discussion only. No action taken.

Veteran Affairs Administrator Darlene McMartin came before the Board for a budget study session. This was a discussion only. No action taken.

Budget study session was held with the Auditor’s Office. This was a discussion only. No action taken.

Budget study session for the County budget was held. This was a discussion only. No action taken.

Motion by Drake, second by Schultz, to receive bids, and to sign **Resolution No. 13-2018**, a Resolution directing the sale of \$5,260,000 (subject to Adjustment per Terms of Offering) General Obligation Capital Loan Notes, Series 2018, as follows:

**RESOLUTION NO. 13-2018**

**RESOLUTION DIRECTING SALE OF \$5,260,000 GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2018.**

**WHEREAS**, bids have been received for the Notes described as follows and the best bid received (with permitted adjustments, if any) is determined to be the following:

\$5,260,000 GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2018

**Bidder: American National Bank** of Omaha, Nebraska

**The terms of award:**

Final Par Amount as adjusted: \$5,260,000

Purchase Price as adjusted: \$5,260,000

True Interest Rate: 1.9140%

Net Interest Cost: \$321,272.36

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Pottawattamie County, State of Iowa:

- Section 1. That the bid for the Notes as above set out is hereby determined to be the best and most favorable bid received and, the Notes are hereby awarded as described above.
- Section 2. That the statement of information for Note bidders and the form of contract for the sale of the Notes are hereby approved and the Chairperson and Auditor are authorized to execute the same on behalf of the County.
- Section 3. That all acts of the County Auditor and other officials done in furtherance of the sale of the Notes are hereby ratified and approved.

**Dated this 6<sup>th</sup> day of February, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○
Tom Hanafan, Chairman	○	○	○	○
_____	○	○	○	○
Scott A. Belt	○	○	○	○
_____	○	○	○	○
Justin Schultz	○	○	○	○
_____	○	○	○	○
Marilyn Jo Drake	○	○	○	○
_____	○	○	○	○
Tim Wichman	○	○	○	○

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

The Board of Supervisors, along with staff from the Auditor’s Office, took a tour of the Elections Building. No action was taken during this tour.

**3. RECEIVED/FILED**

Salary Actions:

- 1) Emergency Management – Payroll Status Change of Michael Bertacini.
- 2) Jail – Payroll Status Change of Angela Rubek; Adam Rutledge; Derek Button.
- 3) Secondary Roads – Payroll Status Change of Jon Johnson.
- 4) Sheriff – Payroll Status Change of Brandon Allen; Danielle Bentzinger; Dan Crawley.

B. Reports:

- 1) Sheriff’s Reports of Fees Collected and Disbursed for December 2017.

**4. ADJOURN**

Motion by Belt, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 3:00 PM.

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Tom Hanafan, Chairman

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

APPROVED: February 9, 2018

PUBLISH: X

**February 9, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 10:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. February 6, 2018, Minutes as read.
- B. Renewal of Class C Liquor License (LC) (Commercial), granting privileges of Class C Liquor License (LC) Commercial)/Outdoor Service/Sunday Sales for NW Pottawattamie County Golf d/b/a Quail Run Country Club, Neola.
- C. Renewal of Class B Native Wine Permit (WBN), , granting privileges of Class B Native Wine Permit (WBN)/Sunday Sales for Olive Branch, Inc. d/b/a The Olive Branch, Inc., Council Bluffs.

UNANIMOUS VOTE. Motion Carried

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Schultz, to approve position and Job Description of Registered Nurse (RN/CTR). UNANIMOUS VOTE. Motion Carried.

Motion by Drake, second by Schultz, to approve final payment for HMA Resurfacing Project STP-S-CO78(155) – 5E-78. UNANIMOUS VOTE. Motion Carried.

Motion by Schultz, second by Wichman, to approve and sign Proclamation, designating February 25, 2018, as Nature Exploration Day and that future Nature Exploration Days will be identified as the 4<sup>th</sup> Sunday in February.

**Dated this 9<sup>th</sup> day of February, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Schultz, Wichman, Hanafan, Belt, Drake. Motion carried.**

Motion by Belt, second by Drake, to approve and authorize Board to sign **Resolution No. 14-2018**, a Resolution entitled: Resolution Authorizing Auditor to Issue Warrant to Employee Benefits Systems on Settlement of Restitution Funds in Case Involving Mutual Med Insurance Services, LLC and Todd Vershaw. Said Resolution is set out as follows:

**RESOLUTION NO. 14-2018**

**RESOLUTION AUTHORIZING AUDITOR TO ISSUE WARRANT TO EMPLOYEE BENEFITS SYSTEMS ON SETTLEMENT OF RESTITUTION FUNDS IN CASE INVOLVING MUTUAL MED INSURANCE SERVICES, LLC and TODD VERSHAW.**

**WHEREAS**, the Board of Supervisors of Pottawattamie County, Iowa, on December 12, 2018, approved the Iowa Insurance Division’s settlement proposal for restitution in the amount of \$5,000.00, in the case involving Mutual Med Insurance Services, LLC and Todd Vershaw, and authorized the Board Chairman to sign an Election to Participate and Release in said case; and

**WHEREAS**, Pottawattamie County, Iowa received State of Iowa Warrant No. 69325956, in the amount of \$5,000.00, and upon consulting with the State Auditor’s Office, said funds were deposited into the County’s Supplemental General Fund on February 7, 2018; and

**WHEREAS**, the Board of Supervisors of Pottawattamie County, Iowa agrees that said settlement funds, in the amount of \$5,000.00, should now be forwarded to Employee Benefit Systems for reimbursement and use in the Pottawattamie County Iowa’s Partial Self Fund.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, by the Board of Supervisors of Pottawattamie County, Iowa, that the Pottawattamie County, Iowa Auditor shall issue a warrant in the amount of \$5,000.00, made payable to Employee Benefits Systems to be deposited for use in Pottawattamie County, Iowa’s Partial Self Fund.

**Dated this 9<sup>th</sup> day of February, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Belt, Drake, Schultz, Wichman, Hanafan,. Motion carried.**

Motion by Belt, second by Drake, to set public hearing on the Pottawattamie County FY 2018-19 budget for March 7<sup>th</sup> at 7:00 PM, in the Board of Supervisors Hearing Room, or at an alternative location to be determined due to the impending construction of the 2<sup>nd</sup> floor of the County Courthouse. UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Drake, to set public hearing on the amendment to FY 2017-18 budget for March 7<sup>th</sup> at 7:00 PM, in the Board of Supervisors Hearing Room, or at an alternative location to be determined due to the impending construction of the 2<sup>nd</sup> floor of the County Courthouse. UNANIMOUS VOTE. Motion Carried.

**Salary Actions:**

- 1) Mental Health – Payroll Status Change of Ashley Gray.
- 2) Conservation – Payroll Status Change of Katherine Simmons.

**B. Reports:**

- 1) Recorder Fee Book for January 1, 2018 – January 31, 2018.

**4. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 12:55 P.M.

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Tom Hanafan, Chairman

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

APPROVED: February 20, 2018  
PUBLISH: X

**February 20, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 A.M. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. February 9, 2018, Minutes as read.
- B. Jail – Employment of Aaron Patterson as Detention Officer, at \$20.94 per hour, effective February 12, 2018.
- C. Treasurer – Employment of Becky Killpack as 2<sup>nd</sup> Deputy.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Drake, to go into Closed Session as allowed by Code of Iowa, Chapter 21.5(1)(c) for discussion and/or decision on pending litigation matter. **Roll Call Vote:**  
**AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

Motion by Belt, second by Wichman, to go out of Closed Session. **Roll Call Vote:**  
**AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

GIS Coordinator Jamie Petersen, and Pam Kalstrup, Zoning and Land Use Coordinator with Planning and Development came before the Board and presented their workflow and time line calendars relating to real estate parcel splits, combines, etc. This was a discussion only. No action was taken.

Medical Examiner Christopher J. Elliott, MD, and Medical Examiner Investigator Cheri Dahlheim came before the Board to update the Board on the Medical Examiner's Office, and to discuss the hiring of an additional on call investigator for the Medical Examiner Office. This was a discussion only. No action was taken.

Motion by Drake, second by Schultz, to approve a **Resolution No. 15-2018**, Appointing Paying Agent, Note Registrar, and Transfer Agent, Approving the Paying Agent and Note Registrar and Transfer Agent Agreement and Authorizing the Execution of the Agreement.

**RESOLUTION NO. 15-2018**

**RESOLUTION APPOINTING BANKERS TRUST COMPANY OF DES MOINES, IOWA, TO SERVE AS PAYING AGENT, NOTE REGISTRAR, AND TRANSFER AGENT, APPROVING THE PAYING AGENT AND NOTE REGISTRAR AND TRANSFER AGENT AGREEMENT AND AUTHORIZING THE EXECUTION OF THE AGREEMENT.**

**WHEREAS**, \$5,260,000 General Obligation Capital Loan Notes, Series 2018, dated March 6, 2018, have been sold and action should now be taken to provide for the maintenance of records, registration of certificates and payment of principal and interest in connection with the issuance of the Notes; and

**WHEREAS**, this Board has deemed that the services offered by Bankers Trust Company of Des Moines, Iowa, are necessary for compliance with rules, regulations, and requirements governing the registration, transfer and payment of registered notes; and

**WHEREAS**, a Paying Agent, Bond Registrar and Transfer Agent Agreement (hereafter "Agreement") has been prepared to be entered into between the County and Bankers Trust Company.

**NOW, THEREFORE, be it resolved:**

1. That Bankers Trust Company of Des Moines, Iowa, is hereby appointed to serve as Paying Agent, Bond Registrar and Transfer Agent in connection with the issuance of \$5,260,000 General Obligation Capital Loan Notes, Series 2018, dated March 6, 2018.
2. That the Agreement with Bankers Trust Company of Des Moines, Iowa, is hereby approved and that the Chairperson and Auditor are authorized to sign the Agreement on behalf of the County.

**Dated this 20<sup>th</sup> day of February, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	○	○	○	○
_____ Scott A. Belt	○	○	○	○
_____ Justin Schultz	○	○	○	○
_____ Marilyn Jo Drake	○	○	○	○
_____ Tim Wichman	○	○	○	○

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

Motion by Drake, second by Belt, to approve **Resolution No. 16-2018**, a Resolution approving and authorizing a form of Loan Agreement and authorizing and providing for the issuance, and levying a tax to pay the Notes; Approval of the Tax Exemption Certificate.

**RESOLUTION NO. 16-2018**

**RESOLUTION APPROVING AND AUTHORIZING A FORM OF LOAN AGREEMENT AND AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF \$5,260,000 GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2018, AND LEVYING A TAX TO PAY SAID NOTES; APPROVAL OF THE TAX EXEMPTION CERTIFICATE.**

**WHEREAS**, the Issuer is a political subdivision, organized and exists under and by virtue of the laws and Constitution of the State of Iowa; and

**WHEREAS**, the Issuer is in need of funds to pay costs of the Project as defined herein, and has taken all actions necessary to authorize general obligation bonds for such purposes; and

**WHEREAS**, pursuant to Section 331.445 of the Code of Iowa, it is hereby found and determined that the various purposes comprising the Project shall be combined for the purpose of issuance in a single issue of \$9,765,000 General Obligation Capital Loan Notes, Series 2018, as hereinafter set forth; and

**WHEREAS**, the above mentioned Notes were heretofore sold and action should now be taken to issue said Notes conforming to the terms and conditions of the best bid received at the sale.

**NOW, THEREFORE, be it resolved:**

Section 1. Definitions. The following terms shall have the following meanings in this Resolution unless the text expressly or by necessary implication requires otherwise:

- "Issuer" and "County" shall mean Pottawattamie County, State of Iowa.
- "Loan Agreement" shall mean a Loan Agreement between the Issuer and a lender or lenders in substantially the form attached to and approved by this Resolution.
- "Note Fund" shall mean the fund created in Section 3 of this Resolution.
- "Notes" shall mean \$5,260,000 General Obligation Capital Loan Notes, Series 2018, authorized to be issued by this Resolution.
- "Paying Agent" shall mean Bankers Trust Company, or such successor as may be approved by Issuer as provided herein and who shall carry out the duties prescribed herein as Issuer's agent to provide for the payment of principal of and interest on the Notes as the same shall become due.
- "Project" shall mean the:
  - a) equipping public buildings with computers and software from the Zuercher Suite pertaining to document management, storage and retrieval, in an amount not to exceed \$550,000;
  - b) peace officer communication equipment and other emergency services communication equipment and system provided in the Zuercher Suite, radio upgrades and improvements to the Carson Tower, in an amount not to exceed \$1,300,000;
  - c) equipping, remodeling and reconstruction of the Sheriff's Department and the Jail, in an amount not to exceed \$520,000;
  - d) works and facilities useful for the collection and disposal of solid waste, including vehicles and buildings used for recycling, in an amount not to exceed \$370,000;
  - e) equipping of public buildings including the digitalization of records in the County Recorder's office, in an amount not to exceed \$120,000;
  - f) equipping, remodeling and reconstructing the Courthouse basement, in an amount not to exceed \$300,000;

- g) equipping, remodeling and reconstructing the first floor of the Courthouse, in an amount not to exceed \$900,000;
  - h) architectural and engineering studies, plans and designs for the future equipping, remodeling, reconstruction and extension of the current Law Enforcement Center building, in an amount not to exceed \$900,000;
  - i) vehicles for the Sheriff’s Department.
- "Project Fund" shall mean the fund required to be established by this Resolution for the deposit of the proceeds of the Notes.
  - "Rebate Fund" shall mean the fund so defined in and established pursuant to the Tax Exemption Certificate.
  - "Registrar" shall mean Bankers Trust Company of Des Moines, Iowa, or such successor as may be approved by Issuer as provided herein and who shall carry out the duties prescribed herein with respect to maintaining a register of the owners of the Notes. Unless otherwise specified, the Registrar shall also act as Transfer Agent for the Notes.
  - "Resolution" shall mean this resolution authorizing the Notes.
  - "Tax Exemption Certificate" shall mean the Tax Exemption Certificate approved under the terms of this Resolution and to be executed by the County Treasurer and delivered at the time of issuance and delivery of the Notes.
  - "Treasurer" shall mean the County Treasurer or such other officer as shall succeed to the same duties and responsibilities with respect to the recording and payment of the Notes issued hereunder.

Section 2. Levy and Certification of Annual Tax; Other Funds to be Used.

- a) Levy of Annual Tax. That for the purpose of providing funds to pay the principal and interest of the Notes hereinafter authorized to be issued, there is hereby levied for each future year the following direct annual tax on all of the taxable property in Pottawattamie County, State of Iowa, to-wit:

<u>AMOUNT</u>	<u>FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION</u>
\$1,415,713	2018/2019
\$1,414,760	2019/2020
\$ 752,650	2020/2021
\$ 740,050	2021/2022
\$ 726,400	2022/2023
\$ 531,700	2023/2024

(NOTE: For example the levy to be made and certified against the taxable valuations of January 1, 2018 will be collected during the fiscal year commencing July 1, 2019.)

- b) Resolution to be Filed With County Auditor. A certified copy of this Resolution shall be filed with the Auditor of Pottawattamie County,

Iowa and the Auditor is hereby instructed in and for each of the years as provided, to levy and assess the tax hereby authorized in Section 2 of this Resolution, in like manner as other taxes are levied and assessed, and such taxes so levied in and for each of the years aforesaid be collected in like manner as other taxes of the County are collected, and when collected be used for the purpose of paying principal and interest on said Notes issued in anticipation of the tax, and for no other purpose whatsoever.

- c) Additional County Funds Available. Principal and interest coming due at any time when the proceeds of said tax on hand shall be insufficient to pay the same shall be promptly paid when due from current funds of the County available for that purpose and reimbursement shall be made from such special fund in the amounts thus advanced.

Section 3. Note Fund. Said tax shall be assessed and collected each year at the same time and in the same manner as, and in addition to, all other taxes in and for the County, and when collected they shall be converted into a special fund within the Debt Service Fund to be known as the "GENERAL OBLIGATION CAPITAL LOAN NOTE FUND NO. 1" (the "Note Fund"), which is hereby pledged for and shall be used only for the payment of the principal of and interest on the Notes hereinafter authorized to be issued; and also there shall be apportioned to said fund its proportion of taxes received by the County from property that is centrally assessed by the State of Iowa.

Section 4. Application of Note Proceeds. Proceeds of the Notes, other than accrued interest except as may be provided below, shall be credited to the Project Fund and expended therefrom for the purposes of issuance. Any amounts on hand in the Project Fund shall be available for the payment of the principal of or interest on the Notes at any time that other funds shall be insufficient to the purpose, in which event such funds shall be repaid to the Project Fund at the earliest opportunity. Any balance on hand in the Project Fund and not immediately required for its purposes may be invested not inconsistent with limitations provided by law or this Resolution.

Section 5. Investment of Note Fund Proceeds. All moneys held in the Note Fund, provided for by Section 3 of this Resolution shall be invested in investments permitted by Chapter 12B, Code of Iowa, 2017, as amended, or deposited in financial institutions which are members of the Federal Deposit Insurance Corporation and the deposits in which are insured thereby and all such deposits exceeding the maximum amount insured from time to time by FDIC or its equivalent successor in any one financial institution shall be continuously secured in compliance with Chapter 12C of the Code of Iowa, 2017, as amended, or otherwise by a valid pledge of direct obligations of the United States Government having an equivalent market value. All such interim investments shall mature before the date on which the moneys are required for payment of principal of or interest on the Notes as herein provided.

Section 6. Note Details, Execution and Redemption.

- a) Note Details. General Obligation Capital Loan Notes of the County in the amount of \$5,260,000, shall be issued to evidence the obligations of the Issuer under the Loan Agreement pursuant to the provisions of Sections 331.402, 331.442, 331.443 and 331.445 of the Code of Iowa for the aforesaid purposes. The Notes shall be issued in one or more series and shall be secured equally and ratably from the sources provided in Section 3 of this Resolution. The Notes shall be designated "GENERAL OBLIGATION CAPITAL LOAN NOTE, SERIES 2018", be dated March 6, 2018, and bear interest from the

date thereof, until payment thereof, at the office of the Paying Agent, said interest payable on December 1, 2018, and semiannually thereafter on the 1st day of June and December in each year until maturity at the rates hereinafter provided.

The Notes shall be executed by the manual or facsimile signature of the Chairperson and attested by the manual or facsimile signature of the Auditor, and impressed or printed with the seal of the County and shall be fully registered as to both principal and interest as provided in this Resolution; principal, interest and premium, if any, shall be payable at the office of the Paying Agent by mailing of a check to the registered owner of the Note. The Notes shall be in the denomination of \$5,000 or multiples thereof. The Notes shall mature and bear interest as follows:

Principal Amount	Interest Rate	Maturity June 1st
\$1,300,000	1.450%	2019
\$1,340,000	1.650%	2020
\$ 700,000	1.800%	2021
\$ 700,000	1.950%	2022
\$ 700,000	2.100%	2023
\$ 520,000	2.250%	2024

b) **Redemption.**

Optional Redemption. Notes maturing after June 1, 2023, may be called for optional redemption by the Issuer on that date or any date thereafter, from any funds regardless of source, in whole or from time to time in part, in any order of maturity and within an annual maturity by lot. The terms of redemption shall be par, plus accrued interest to date of call.

Thirty days' written notice of redemption shall be given to the registered owner of the Note. Failure to give written notice to any registered owner of the Notes or any defect therein shall not affect the validity of any proceedings for the redemption of the Notes. All Notes or portions thereof called for redemption will cease to bear interest after the specified redemption date, provided funds for their redemption are on deposit at the place of payment. Written notice will be deemed completed upon transmission to the owner of record.

If selection by lot within a maturity is required, the Registrar shall designate the Notes to be redeemed by random selection of the names of the registered owners of the entire annual maturity until the total amount of Notes to be called has been reached.

Section 7. Registration of Notes; Appointment of Registrar; Transfer; Ownership; Delivery; and Cancellation.

a) Registration. The ownership of Notes may be transferred only by the making of an entry upon the books kept for the registration and transfer of ownership of the Notes, and in no other way. Bankers Trust Company is hereby appointed as Note Registrar under the terms of this Resolution and under the provisions of a separate agreement with the Issuer filed herewith which is made a part hereof by this reference. Registrar shall maintain the books of the Issuer for the registration of ownership of the Notes for the payment of principal of and interest on the Notes as provided in this Resolution. All Notes shall be negotiable

as provided in Article 8 of the Uniform Commercial Code and Section 331.446 of the Code of Iowa, subject to the provisions for registration and transfer contained in the Notes and in this Resolution.

- b) Transfer. The ownership of any Note may be transferred only upon the Registration Books kept for the registration and transfer of Notes and only upon surrender thereof at the office of the Registrar together with an assignment duly executed by the holder or his duly authorized attorney in fact in such form as shall be satisfactory to the Registrar, along with the address and social security number or federal employer identification number of such transferee (or, if registration is to be made in the name of multiple individuals, of all such transferees). In the event that the address of the registered owner of a Note (other than a registered owner which is the nominee of the broker or dealer in question) is that of a broker or dealer, there must be disclosed on the Registration Books the information pertaining to the registered owner required above. Upon the transfer of any such Note, a new fully registered Note, of any denomination or denominations permitted by this Resolution in aggregate principal amount equal to the unmatured and unredeemed principal amount of such transferred fully registered Note, and bearing interest at the same rate and maturing on the same date or dates shall be delivered by the Registrar.
- c) Registration of Transferred Notes. In all cases of the transfer of the Notes, the Registrar shall register, at the earliest practicable time, on the Registration Books, the Notes, in accordance with the provisions of this Resolution.
- d) Ownership. As to any Note, the person in whose name the ownership of the same shall be registered on the Registration Books of the Registrar shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of or on account of the principal of any such Notes and the premium, if any, and interest thereon shall be made only to or upon the order of the registered owner thereof or his legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note, including the interest thereon, to the extent of the sum or sums so paid.
- e) Cancellation. All Notes which have been redeemed shall not be reissued but shall be cancelled by the Registrar. All Notes which are cancelled by the Registrar shall be destroyed and a certificate of the destruction thereof shall be furnished promptly to the Issuer; provided that if the Issuer shall so direct, the Registrar shall forward the cancelled Notes to the Issuer.
- f) Non-Presentation of Notes. In the event any payment check representing payment of principal of or interest on the Notes is returned to the Paying Agent or if any note is not presented for payment of principal at the maturity or redemption date, if funds sufficient to pay such principal of or interest on Notes shall have been made available to the Paying Agent for the benefit of the owner thereof, all liability of the Issuer to the owner thereof for such interest or payment of such Notes shall forthwith cease, terminate and be completely discharged, and hereupon it shall be the duty of the Paying Agent to hold such funds, without liability for interest thereon, for the

benefit of the owner of such Notes who shall thereafter be restricted exclusively to such funds for any claim of whatever nature on his part under this Resolution or on, or with respect to, such interest or Notes. The Paying Agent's obligation to hold such funds shall continue for a period equal to two years and six months following the date on which such interest or principal became due, whether at maturity, or at the date fixed for redemption thereof, or otherwise, at which time the Paying Agent, shall surrender any remaining funds so held to the Issuer, whereupon any claim under this Resolution by the Owners of such interest or Notes of whatever nature shall be made upon the Issuer.

- g) Registration and Transfer Fees. The Registrar may furnish to each owner, at the Issuer's expense, one note for each annual maturity. The Registrar shall furnish additional Notes in lesser denominations (but not less than the minimum denomination) to an owner who so requests.

Section 8. Reissuance of Mutilated, Destroyed, Stolen or Lost Notes. In case any outstanding Note shall become mutilated or be destroyed, stolen or lost, the Issuer shall at the request of Registrar authenticate and deliver a new Note of like tenor and amount as the Note so mutilated, destroyed, stolen or lost, in exchange and substitution for such mutilated Note to Registrar, upon surrender of such mutilated Note, or in lieu of and substitution for the Note destroyed, stolen or lost, upon filing with the Registrar evidence satisfactory to the Registrar and Issuer that such Note has been destroyed, stolen or lost and proof of ownership thereof, and upon furnishing the Registrar and Issuer with satisfactory indemnity and complying with such other reasonable regulations as the Issuer or its agent may prescribe and paying such expenses as the Issuer may incur in connection therewith.

Section 9. Record Date. Payments of principal and interest, otherwise than upon full redemption, made in respect of any Note, shall be made to the registered holder thereof or to their designated agent as the same appear on the books of the Registrar on the 15th day of the month preceding the payment date. All such payments shall fully discharge the obligations of the Issuer in respect of such Notes to the extent of the payments so made. Upon receipt of the final payment of principal, the holder of the Note shall surrender the Note to the Paying Agent.

Section 10. Execution, Authentication and Delivery of the Notes. Upon the adoption of this Resolution, the Chairperson and Auditor shall execute the Notes by their manual or authorized signature and deliver the Notes to the Registrar, who shall authenticate the Notes and deliver the same to or upon order of the Purchaser. No Note shall be valid or obligatory for any purpose or shall be entitled to any right or benefit hereunder unless the Registrar shall duly endorse and execute on such Note a Certificate of Authentication substantially in the form of the Certificate herein set forth. Such Certificate upon any Note executed on behalf of the Issuer shall be conclusive evidence that the Note so authenticated has been duly issued under this Resolution and that the holder thereof is entitled to the benefits of this Resolution.

No Notes shall be authenticated and delivered by the Registrar unless and until there shall have been provided the following:

1. A certified copy of the resolution of Issuer approving the execution of a Loan Agreement and a copy of the Loan Agreement;

2. A written order of Issuer signed by the County Treasurer of the Issuer directing the authentication and delivery of the Notes to or upon the order of the Purchaser upon payment of the purchase price as set forth therein;
3. The approving opinion of Ahlers & Cooney, P.C., Bond Counsel, concerning the validity and legality of all the Notes proposed to be issued.

Section 11. Right to Name Substitute Paying Agent or Registrar. Issuer reserves the right to name a substitute, successor Registrar or Paying Agent upon giving prompt written notice to each registered noteholder.

Section 12. Form of Note. Notes shall be printed substantially in the form as follows:

"STATE OF IOWA"  
 "COUNTY OF POTTAWATTAMIE"  
 "GENERAL OBLIGATION CAPITAL LOAN NOTE"  
 "SERIES 2018"  
 COUNTY PURPOSE

Rate: \_\_\_\_\_  
 Maturity: \_\_\_\_\_  
 Note Date: March 6, 2018  
 CUSIP No.: \_\_\_\_\_  
 "Registered"  
 Certificate No. \_\_\_\_\_  
 Principal Amount: \$ \_\_\_\_\_

Pottawattamie County, State of Iowa, a political subdivision organized and existing under and by virtue of the Constitution and laws of the State of Iowa (the "Issuer"), for value received, promises to pay from the source and as hereinafter provided, on the maturity date indicated above, to

(Registration panel to be completed by Registrar or Printer with name of Registered Owner).

or registered assigns, the principal sum of (enter principal amount in long form) THOUSAND DOLLARS in lawful money of the United States of America, on the maturity date shown above, only upon presentation and surrender hereof at the office of Bankers Trust Company, Des Moines, Iowa Paying Agent of this issue, or its successor, with interest on the sum from the date hereof until paid at the rate per annum specified above, payable on December 1, 2018, and semiannually thereafter on the 1st day of June and December in each year.

Interest and principal shall be paid to the registered holder of the Note as shown on the records of ownership maintained by the Registrar as of the 15th day of the month preceding such interest payment date. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

This Note is issued pursuant to the provisions of Sections 331.402, 331.442, 331.443 and 331.445 of the Code of Iowa, for the purpose of paying costs of:

- a) equipping public buildings with computers and software from the Zuercher Suite pertaining to document management, storage and retrieval, in an amount not to exceed \$550,000;

- b) peace officer communication equipment and other emergency services communication equipment and system provided in the Zuercher Suite, radio upgrades and improvements to the Carson Tower, in an amount not to exceed \$1,300,000;
- c) equipping, remodeling and reconstruction of the Sheriff's Department and the Jail, in an amount not to exceed \$520,000;
- d) works and facilities useful for the collection and disposal of solid waste, including vehicles and buildings used for recycling, in an amount not to exceed \$370,000;
- e) equipping of public buildings including the digitalization of records in the County Recorder's office, in an amount not to exceed \$120,000;
- f) equipping, remodeling and reconstructing the Courthouse basement, in an amount not to exceed \$300,000;
- g) equipping, remodeling and reconstructing the first floor of the Courthouse, in an amount not to exceed \$900,000;
- h) architectural and engineering studies, plans and designs for the future equipping, remodeling, reconstruction and extension of the current Law Enforcement Center building, in an amount not to exceed \$900,000;
- i) vehicles for the Sheriff's Department,

and in order to evidence the obligations of the Issuer under a certain Loan Agreement dated the date hereof, in conformity to a Resolution of the Board of said County duly passed and approved. For a complete statement of the funds from which and the conditions under which this Note is payable, and the general covenants and provisions pursuant to which this Note is issued, reference is made to the above described Loan Agreement and Resolution.

Notes maturing after June 1, 2023, may be called for optional redemption by the Issuer and paid before maturity on said date or any date thereafter, from any funds regardless of source, in whole or from time to time in part, in any order of maturity and within an annual maturity by lot. The terms of redemption shall be par, plus accrued interest to date of call.

Thirty days' written notice of redemption shall be given to the registered owner of the Note. Failure to give written notice to any registered owner of the Notes or any defect therein shall not affect the validity of any proceedings for the redemption of the Notes. All notes or portions thereof called for redemption will cease to bear interest after the specified redemption date, provided funds for their redemption are on deposit at the place of payment. Written notice will be deemed completed upon transmission to the owner of record.

If selection by lot within a maturity is required, the Registrar shall designate the Notes to be redeemed by random selection of the names of the registered owners of the entire annual maturity until the total amount of Notes to be called has been reached.

Ownership of this Note may be transferred only by transfer upon the books kept for such purpose by Bankers Trust Company, Des Moines, Iowa, the Registrar. Such transfer on the books shall occur only upon presentation and surrender of this Note at the office of the Registrar as designated below, together with an assignment duly executed by the owner hereof or his duly authorized attorney in the form as shall be satisfactory to the Registrar. Issuer reserves the right to

substitute the Registrar and Paying Agent but shall, however, promptly give notice to registered Noteholders of such change. All notes shall be negotiable as provided in Article 8 of the Uniform Commercial Code and Section 331.446 of the Code of Iowa, subject to the provisions for registration and transfer contained in the Note Resolution.

This Note is a "qualified tax-exempt obligation" designated by the County for purposes of Section 265(b)(3)(B) of the Internal Revenue Code of 1986.

And it is hereby represented and certified that all acts, conditions and things requisite, according to the laws and Constitution of the State of Iowa, to exist, to be had, to be done, or to be performed precedent to the lawful issue of this Note, have been existent, had, done and performed as required by law; that provision has been made for the levy of a sufficient continuing annual tax on all the taxable property within the territory of the Issuer for the payment of the principal and interest of this Note as the same will respectively become due; that such taxes have been irrevocably pledged for the prompt payment hereof, both principal and interest; and the total indebtedness of the Issuer including this Note, does not exceed the constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the Issuer by its Board, has caused this Note to be signed by the manual or facsimile signature of its Chairperson and attested by the manual or facsimile signature of its County Auditor, with the seal of the County printed or impressed hereon, and to be authenticated by the manual signature of an authorized representative of the Registrar, Bankers Trust Company, Des Moines, Iowa.

Date of authentication: \_\_\_\_\_

This is one of the Notes described in the within mentioned Resolution, as registered by Bankers Trust Company.

BANKERS TRUST COMPANY, Registrar  
Des Moines, Iowa 50309

By: \_\_\_\_\_

Authorized Signature

Registrar and Transfer Agent: Bankers Trust Company

Paying Agent: Bankers Trust Company

SEE REVERSE FOR CERTAIN DEFINITIONS

(Seal)

(Signature Block)

POTTAWATTAMIE COUNTY, STATE OF IOWA

By: \_\_\_\_\_ (manual or facsimile signature)

Chairperson

ATTEST:

By: \_\_\_\_\_ (manual or facsimile signature)

County Auditor

(Information Required for Registration)

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ (Social Security or Tax Identification No. \_\_\_\_\_) the within Note and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney in fact to transfer the said Note on the books kept for registration of the within Note, with full power of substitution in the premises.

Dated: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Person(s) executing this Assignment sign(s) here)

SIGNATURE )  
GUARANTEED) \_\_\_\_\_

**IMPORTANT - READ CAREFULLY**

The signature(s) to this Power must correspond with the name(s) as written upon the face of the certificate(s) or note(s) in every particular without alteration or enlargement or any change whatever. Signature guarantee must be provided in accordance with the prevailing standards and procedures of the Registrar and Transfer Agent. Such standards and procedures may require signature to be guaranteed by certain eligible guarantor institutions that participate in a recognized signature guarantee program.

**INFORMATION REQUIRED FOR REGISTRATION OF TRANSFER**

Name of Transferee(s) \_\_\_\_\_  
Address of Transferee(s) \_\_\_\_\_  
Social Security or Tax Identification \_\_\_\_\_  
Number of Transferee(s) \_\_\_\_\_  
Transferee is a(n):  
Individual\* \_\_\_\_\_ Corporation \_\_\_\_\_  
Partnership \_\_\_\_\_ Trust \_\_\_\_\_

\*If the Note is to be registered in the names of multiple individual owners, the names of all such owners and one address and social security number must be provided.

The following abbreviations, when used in the inscription on the face of this Note, shall be construed as though written out in full according to applicable laws or regulations:

- TEN COM - as tenants in common
- TEN ENT - as tenants by the entireties
- JT TEN - as joint tenants with rights of survivorship and not as tenants in common
- IA UNIF TRANS MIN ACT - ..... Custodian .....  
(Cust) (Minor)  
Under Iowa Uniform Transfers to Minors Act.....  
(State)

**ADDITIONAL ABBREVIATIONS MAY  
ALSO BE USED THOUGH NOT IN THE ABOVE LIST**

(End of form of Note)

Section 13. Loan Agreement and Closing Documents. The form of Loan Agreement in substantially the form attached to this Resolution is hereby approved and is authorized to be executed and issued on behalf of the Issuer by the Chairperson and attested by the County Auditor. The Chairperson and County

Auditor are authorized and directed to execute, attest, seal and deliver for and on behalf of the County any other additional certificates, documents, or other papers and perform all other acts, including without limitation the execution of all closing documents, as they may deem necessary or appropriate in order to implement and carry out the intent and purposes of this Resolution.

Section 14. Contract Between Issuer and Purchaser. This Resolution constitutes a contract between said County and the purchaser of the Notes.

Section 15. Non-Arbitrage Covenants. The Issuer reasonably expects and covenants that no use will be made of the proceeds from the issuance and sale of the Notes issued hereunder which will cause any of the Notes to be classified as arbitrage notes within the meaning of Sections 148(a) and (b) of the Internal Revenue Code of the United States, as amended, and that throughout the term of the Notes it will comply with the requirements of statutes and regulations issued thereunder.

To the best knowledge and belief of the Issuer, there are no facts or circumstances that would materially change the foregoing statements or the conclusion that it is not expected that the proceeds of the Notes will be used in a manner that would cause the Notes to be arbitrage notes.

Section 16. Approval of Tax Exemption Certificate. Attached hereto is a form of Tax Exemption Certificate stating the Issuer's reasonable expectations as to the use of the proceeds of the Notes. The form of Tax Exemption Certificate is approved. The Issuer hereby agrees to comply with the provisions of the Tax Exemption Certificate and the provisions of the Tax Exemption Certificate are hereby incorporated by reference as part of this Resolution. The County Treasurer is hereby directed to make and insert all calculations and determinations necessary to complete the Tax Exemption Certificate at issuance of the Notes to certify as to the reasonable expectations and covenants of the Issuer at that date.

Section 17. Additional Covenants, Representations and Warranties of the Issuer. The Issuer certifies and covenants with the purchasers and holders of the Notes from time to time outstanding that the Issuer through its officers, (a) will make such further specific covenants, representations and assurances as may be necessary or advisable; (b) comply with all representations, covenants and assurances contained in the Tax Exemption Certificate, which Tax Exemption Certificate shall constitute a part of the contract between the Issuer and the owners of the Notes;(c) consult with Bond Counsel (as defined in the Tax Exemption Certificate); (d) pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Notes;(e) file such forms, statements and supporting documents as may be required and in a timely manner; and (f) if deemed necessary or advisable by its officers, to employ and pay fiscal agents, financial advisors, attorneys and other persons to assist the Issuer in such compliance.

Section 18. Amendment of Resolution to Maintain Tax Exemption. This Resolution may be amended without the consent of any owner of the Notes if, in the opinion of Bond Counsel, such amendment is necessary to maintain tax exemption with respect to the Notes under applicable Federal law or regulations.

Section 19. Qualified Tax-Exempt Obligations. For the sole purpose of qualifying the Notes as "Qualified Tax-Exempt Obligations" pursuant to Section 265(b)(3)(B) of the Internal Revenue Code of the United States, the Issuer hereby designates the Notes as qualified tax-exempt obligations and represents that the reasonably anticipated amount of tax-exempt governmental and qualified

501(c)(3) obligations which will be issued during the current calendar year will not exceed Ten (10) Million Dollars.

Section 20. Repeal of Conflicting Resolutions or Ordinances. All ordinances and resolutions and parts of ordinances and resolutions in conflict herewith are hereby repealed.

Section 21. Severability Clause. If any section, paragraph, clause or provision of this Resolution be held invalid, such invalidity shall not affect any of the remaining provisions hereof, and this Resolution shall become effective immediately upon its passage and approval.

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF POTTAWATTAMIE )

I, the undersigned County Auditor of Pottawattamie County, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the County showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board pursuant to the local rules of the Board and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective County offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the County or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
County Auditor, Pottawattamie County, State of Iowa

(SEAL)

Dated this 20<sup>th</sup> day of February, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

**3. OTHER BUSINESS**

Motion by Wichman, second by Belt, to approve the cancellation of membership with WIDA, and authorization for Chairman to sign letter to WIDA to notify them of said cancellation. UNANIMOUS VOTE. Motion carried.

**4. RECEIVED/FILED**

A. Salary Actions:

- 1) Secondary Roads – Payroll Status Change of Tyler Campbell
- 2) Jail – Payroll Status Change of Kandi Assman, Dustin Ceder, Rodney Oliver, and Jon Poore
- 3) Sheriff – Payroll Status Change of Jerome Stewart

B. Out of State Travel:

- 1) Board of Supervisors – Out of State Travel Notification
- 2) Conservation – Out of State Travel Notification
- 3) Auditor’s Office - Out of State Travel Notification

**5. ADJOURN**

Motion by Wichman, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:35 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: February 27, 2018  
PUBLISH: X

**February 27, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members, except Schultz present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. February 20, 2018, Minutes as read.
- B. Community Services – Employment of Amy Jobe, as Jail Based Service Coordinator, at \$23.90 per hour, effective February 27, 2018.
- C. Attorney – Employment of Christine Shockey, as Attorney II, at \$47.92 per hour, effective March 1, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Belt, second by Drake, to adjourn as Board of Supervisors and meet as Trustees of Nobles Lake Drainage District. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to reconvene as Board of Supervisors. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Belt, to approve and authorize Chairman to sign AIA Document A101 – 2017 Standard Form of Agreement with Prairie Construction Company for 2<sup>nd</sup> Floor Renovation Project. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve the following procedures on allowing and approving Change Orders for 2<sup>nd</sup> Floor Renovation Project: Buildings and Grounds Director Jason Slack shall be allowed to approve change order costs up to \$15,000.00 without prior approval of the Board of Supervisors. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve and authorize Board to sign **Resolution No. 17-2018**, a Resolution entitled: Resolution for Establishing Official Bituminous Roads. Said Resolution is set out as follows:

**RESOLUTION NO. 17-2018****RESOLUTION FOR ESTABLISHING OFFICIAL BITUMINOUS ROADS**

**WHEREAS**, the Pottawattamie County, Iowa, Board of Supervisors, amended the Pottawattamie County, Iowa, Zoning Ordinance by adopting Ordinance #2015-05, effective December 18, 2015; and

**WHEREAS**, Section 8.002.200.150 defines “hardsurfaced street” as a street which has a full-depth surfacing consisting of concrete, or asphalt with a structural capacity equivalency of concrete, constructed in accordance with appropriate local, County or state regulations or a street that the surfacing has been prepared and treated with a bituminous coating and designated by the County Board in a Resolution as an Official Bituminous Road; and

**WHEREAS**, the Board of Supervisors in conjunction with the County Engineer has reviewed the current Pottawattamie County, Iowa, Secondary Road System Roads and has determined that only certain roads are sufficiently improved with a bituminous product that warrants allowing residential development to take place along;

**NOW, THEREFORE, BE IT RESOLVED**, by the Pottawattamie County, Iowa, Board of Supervisors, that the following County Roads be classified as “Official Bituminous (Sealcoat, Blacktop, Asphalt) Roads” for the purpose of satisfying Section 8.002.200.150 of the Pottawattamie County, Iowa, Zoning Ordinance:

Road Name	From	To
230 <sup>th</sup> Street	Hwy 92	Chestnut Road
Mynster Springs	Delong Ave	Old Lincoln Hwy
Honeysuckle Rd	Mudhollow Rd	205 <sup>th</sup> Street

Dated this 27<sup>th</sup> day of February, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○
Tom Hanafan, Chairman	○	○	○	○
_____	○	○	○	○
Scott A. Belt	○	○	○	○
_____	○	○	○	○
Justin Schultz	○	○	○	○
_____	○	○	○	○
Marilyn Jo Drake	○	○	○	○
_____	○	○	○	○
Tim Wichman				

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Wichman. Motion carried.**

Motion by Drake, second by Wichman, to approve and authorize Board to sign **Resolution No. 18-2018**, a Resolution entitled: A Resolution to Establish Disposal Policies and a Schedule of Fees at Pottawattamie County, Iowa Recycling Center. Said Resolution is set out as follows:

**RESOLUTION NO. 18-2018**

**A RESOLUTION TO ESTABLISH DISPOSAL POLICIES AND A SCHEDULE OF FEES POTTAWATTAMIE COUNTY, IOWA RECYCLING CENTER**

**WHEREAS**, Pottawattamie County, Iowa, has established the need for policies on the disposal of solid waste and for fees to cover the cost of disposal of solid waste at the Pottawattamie County, Iowa, Recycling Center;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA**, that the following Schedule of Fees is hereby adopted, effective February 27, 2018:

PER TON (MSW and C&D)	50.00
PER APPLIANCE, with Freon (refrigerators, freezers, dehumidifiers, air conditioners)	15.00
OTHER APPLIANCES with mercury switches (washers, dryers, stoves, microwaves, furnaces, water heaters)	12.00
TIRES (Per pound)	.16

**NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA**, that the following policy is hereby adopted for disposal of solid waste at the Recycling Center, effective February 27<sup>th</sup>, 2018:

1. Recyclable Materials are taken in at no charge.
2. All Customers shall pay the established fees.

- 3. All materials entering the Recycling Center shall be scaled for proper accounting.
- 4. All Loaded vehicles should be covered to prevent windblown materials.
- 5. Trailer and wagon loads shall be scaled and the fee shall be calculated based on the established per ton rate.
- 6. Minimum scale fee of \$5.00 dollars will be assessed for MSW and C&D loads.

**NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA,** that the aforementioned Schedule of Fees is hereby, effective February 27, 2018.

**Dated this 27<sup>th</sup> day of February, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman. Motion carried.**

**3. OTHER BUSINESS**

Motion by Drake, second by Belt, to approve Cost Advisory Services Report / Plan for FY 2019, and approval to pay invoice from Cost Advisory Services. UNANIMOUS VOTE. Motion carried.

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

A. Salary Actions:

- 1) SWI Juvenile Detention – Employment of Payton Kastrup as Youth Corrections Worker.
- 2) Attorney – Payroll Status Change of Malina Dobson.

**5. ADJOURN**

Motion by Drake, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:40 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: March 6, 2018  
PUBLISH: X

**March 6, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members except Schultz and Drake present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Belt, second by Wichman, to approve:

- A. February 27, 2018, Minutes as read.
- B. Sheriff – Job Reclassification of Chris Weber (salary correction) from \$36.69 to \$38.21.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Belt, to approve and authorize Chairman to sign Agreement to Provide Integrated HIV and Viral Hepatitis (ITS) Grant Services between City of Council Bluffs and Pottawattamie County Planning Department Public Health Division. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Belt, to approve and authorize Chairman to sign letter to Council Bluffs City Council, regarding Law Enforcement Center. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Belt, to approve and authorize Chairman to sign Facility Telephone Telecommunication Agreement between TKC TeleCom LLC, and Pottawattamie County, Iowa. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve and authorize Chairman to sign Jail Service Agreement between T.W. Vending Inc. d/b/a/ TurnKey Corrections and Pottawattamie County, Iowa. UNANIMOUS VOTE. Motion carried.

Buildings and Grounds Director Jason Slack, and Project Manager Dean Fajen with HGM Associates, Inc. came before the Board to discuss the Law Enforcement Center Renovation Project. This was a discussion only. No action was taken.

Motion by Wichman, second by Belt, to approve Health Insurance Renewal for July 1, 2018 – June 30, 2019, as Blue Choice & Blue Value Plus at a 3.84% increase. UNANIMOUS VOTE. Motion carried.

Human Resources Director, Mary Davis; Michael Williams, President of Williams-Deras & Associates; and Lockton Companies representatives came before the Board and presented an update on the Wellness Program. This was a discussion only. No action was taken.

Motion by Belt, second by Wichman, to set public hearing for Tuesday, March 20, 2018, at 9:00 AM, to designate properties in Pottawattamie County, Iowa, as priority properties for which exemptions may be granted if completed rehabilitation is certified by the State Historic Preservation Office, State Historical Society of Iowa, pursuant to Iowa Code Chapter 427.16. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve the following appointments to the Loess Hills Missouri River Region Board: Mark Shoemaker, Terry Hoffman, Kelly Dix; Alternate: Mark Eckman. UNANIMOUS VOTE. Motion carried.

### 3. OTHER BUSINESS

Motion by Belt, second by Wichman, to approve Employment Agreement of Doug Reed, Emergency Management Director, for July 1 2018 – June 30, 2019. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Belt, to approve salary increases for non-union employees and department heads, effective July 1, 2018, as 2.75%. AYES: Belt, Wichman. NAY: Hanafan. Motion carried.

### 4. RECEIVED/FILED

#### A. Salary Actions

- 1) Engineer/Secondary Roads – Payroll Status Change of Tim Todd.
- 2) Jail – Payroll Status Change of Tanya Williams
- 3) SWI Juvenile Detention – Employment of Bertha Garduno as Youth Corrections Worker.

#### B. Reports:

- 1) Sheriff's Office Report of Fees Collected for December 20, 2017 – January 31, 2018; and Report of Fees Disbursed for December 30, 2017 – January 31, 2018.

### 5. ADJOURN

Motion by Belt, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 12:08 PM.

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Tom Hanafan, Chairman

ATTEST:

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Becky Belt, Finance, Auditor's Office

APPROVED: March 7, 2018

PUBLISH: X

**March 7, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 7:00 PM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. March 6, 2018, Minutes as read.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Belt, second by Drake, to open public hearing to discuss the Compensation Board’s recommendations for elected officials for FY 2018/19. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Drake, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Schultz, to approve and authorize Board to sign **Resolution No. 19-2018**, a Resolution to approve salary increases for all County elected officials for FY 2018/19, as follows: Auditor - \$82,485.00; Attorney - \$133,949.00; Recorder - \$82,485.00; Sheriff - \$128,185.00; Supervisors - \$45,573.00; Treasurer - \$82,485.00. Said Resolution is set out as follows:

**RESOLUTION NO. 19-2018**

**WHEREAS**, the Pottawattamie County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

**WHEREAS**, the Pottawattamie County Compensation Board met on the 8<sup>th</sup> day of December, 2017, and recommended a 3.25% increase for all County elected officials, for the fiscal year beginning July 1, 2018; and

**WHEREAS**, the Pottawattamie County Board of Supervisors, in their meeting on January 9, 2018, discussed and approved to amend the salary increase for the Board of Supervisors to 2.75%, reduced from the Compensation Board’s recommendation of 3.25%. It was further discussed and approved by the Board of Supervisors at that same meeting, that the increase for the remaining elected officials shall remain at Compensation Board’s recommendation of 3.25%.

**THEREFORE, BE IT RESOLVED** that the Pottawattamie County Board of Supervisors hereby adopts the Compensation Board’s recommended 3.25% salary increase for all Pottawattamie County elected officials, except for the Board of Supervisors for which they adopt an amended increase of 2.75%, for the fiscal year beginning July 1, 2018. Said increases shall be as follows:

Elected Official	Current Salary	Proposed Percentage Increase	Amended Percentage Increase	Calculated Increase	Approved Salary for FY 2018/19
Auditor	\$79,888.00	3.25%		\$2,597.00	\$82,485.00
County Attorney	\$129,732.00	3.25%		\$4,217.00	\$133,949.00
Recorder	\$79,888.00	3.25%		\$2,597.00	\$82,485.00
Sheriff	\$124,150.00	3.25%		\$4,035.00	\$128,185.00
Supervisors	\$44,353.00	3.25%	2.75%	\$1,220.00	\$45,573.00
Treasurer	\$79,888.00	3.25%		\$2,597.00	\$82,485.00

Dated this 7<sup>th</sup> day of March, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Schultz, to open public hearing to discuss Pottawattamie County Budget for FY 2018/19. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Drake, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Drake, to approve and authorize Board to sign **Resolution No. 20-2018**, a Resolution to approve Pottawattamie County Budget for FY 2018/19. Said Resolution is set out as follows:

**RESOLUTION NO. 20-2018**

**WHEREAS**, the Board of Supervisors of Pottawattamie County, after due consideration of estimated income and expenses for Fiscal Year 2018-2019, duly published such estimates for the county budget; and

**WHEREAS**, the budget correctly states estimated tax dollars against all parcels of property lying within Pottawattamie County, and the income and expense breakdown for each of the ten (10) budgeting areas; and

**WHEREAS**, a hearing was held on Wednesday, March 7, 2018, at 7:00 PM, in the Board of Supervisors' Hearing Room, Second Floor, Courthouse, 227 South 6<sup>th</sup> Street, Council Bluffs, Iowa; and

**WHEREAS**, the public had due notice of the hearing, and at the hearing due time was allowed for objections to any and all portions of the budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Pottawattamie County, after hearing no objections, on a motion by Supervisor Belt, and a second by Supervisor Drake, the Fiscal Year 2018-2019 budget was adopted.

Chairman Hanafan called for a roll call vote, the results being: Drake- AYE; Belt-AYE; Schultz-AYE; Hanafan-AYE; and Wichman-AYE. Motion carried.

Dated this 7<sup>th</sup> day of March, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

Motion by Drake, second by Schultz, to open public hearing to amend FY2017/18 budget. Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

Motion by Belt, second by Drake, to close public hearing. Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

Motion by Drake, second by Wichman, to approve and authorize Board to sign **Resolution No. 21-2018**, a Resolution to amend FY2017/18 budget. Said Resolution is set out as follows:

**RESOLUTION NO. 21-2018**

**WHEREAS**, there were necessary expenses incurred in some county departments, causing the budget of that department to exceed 100% of costs; and

**WHEREAS**, the Board of Supervisors desires to allow those expenditures, and no tax increase will occur due to these expenditures; and

**WHEREAS**, the public had due notice of the Budget Amendment Hearing, and at the hearing, due time was allowed for objections to any and all portions of the amended budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Supervisors of Pottawattamie County, hereby amends the Fiscal Year 2017-18 budget.

Dated this 7<sup>th</sup> day of March, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\_\_\_\_\_ ○ ○ ○ ○  
 Tim Wichman

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Drake, to approve and authorize Board to sign **Resolution No. 22-2018**, a Resolution to appropriate funds from Amendment to Budget for FY 2017/18. Said Resolution is set out as follows:

**RESOLUTION NO. 22-2018**

**RESOLUTION FOR APPROPRIATIONS**

**WHEREAS**, it is desired to appropriate funds from budget amendment as follows: 01 – Board of Supervisors; 05 – Sheriff; 27 – Animal Control; 29 – Corrections-Jail; 53 – Planning & Development; 57 – Promise Partners; and 99 – Non Departmental, as shown in the FY 2017/18 Pottawattamie County Budget Appropriations, which is attached hereto, marked as “Attachment A”; and

**WHEREAS**, said appropriation is in accordance with Section 331.434(6), Code of Iowa.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Pottawattamie County, Iowa, that the Auditor is directed to correct his/her books accordingly, and to notify the Treasurer of the appropriations as set out in “Attachment A”, attached hereto.

**Dated this 7<sup>th</sup> day of March, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○
Tom Hanafan, Chairman				
_____	○	○	○	○
Scott A. Belt				
_____	○	○	○	○
Justin Schultz				
_____	○	○	○	○
Marilyn Jo Drake				
_____	○	○	○	○
Tim Wichman				

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

FY 2017-2018 Pottawattamie County Budget Appropriations						
Original Appropriation June 13, 2017						
DEPT #	DEPARTMENT NAME	CERTIFIED BUDGET 03/14/17	ORIGINAL Resolution 25-2017	AMENDMENT APPROP 3/7/18 Resolution. 22-2018	<b>ATTACHMENT A</b> Original Budget With Amendments	DEPT #
01	Board of Supervisors	10,365,078	10,365,078	677,400	11,042,558	01
02	Auditor	1,563,684	1,563,684		1,563,684	02
03	Treasurer	1,631,947	1,631,947		1,631,947	03
04	Attorney	3,041,291	3,041,291		3,041,291	04
05	Sheriff	7,765,631	7,765,631	135,000	7,900,631	05

**59-18****41-59**

06	Debt Service/Supervisors	2,972,408	2,972,408		2,972,408	06
07	Recorder	722,913	722,913		722,913	07
12	Medical Examiner	384,758	384,758		384,758	12
20	Secondary Roads	19,910,290	19,910,290		19,910,290	20
21	Veteran Affairs	421,414	421,414		421,414	21
22	Conservation	2,088,446	2,088,446		2,088,446	22
	Physical Health &					
23	Education	1,103,700	1,103,700		1,103,700	23
24	General Assistance	167,622	167,622		167,622	24
25	DHS	422,300	422,300		422,300	25
27	Animal Control	171,722	171,722	28,000	199,722	27
29	Corrections-Jail	12,461,217	12,461,217	341,000	12,802,217	29
37	Communications-911	3,231,689	3,231,689		3,231,689	37
40	Unemployment--HR	40,000	40,000		40,000	40
50	Human Resources	330,329	330,329		330,329	50
51	Building and Grounds	1,374,471	1,374,471		1,374,471	51
52	Information Services	1,978,867	1,978,867		1,978,867	52
53	Planning & Development	1,420,905	1,420,905	251,000	1,671,905	53
54	GIS	281,971	281,971		281,971	54
57	Promise Partners	240,904	240,904	9,196	250,100	57
58	CD Treatment Services	5,040	5,040		5,040	58
59	Case Management	1,150,688	1,150,688		1,150,688	59
60	Mental Health	2,161,787	2,161,787		2,161,787	60
99	Non Departmental	9,825,000	9,825,000	2,936,125	12,761,125	99
					0	
	<b>TOTAL</b>	<b>87,236,072</b>	<b>87,236,072</b>		<b>91,613,873</b>	

Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

### 3. ADJOURN

Motion by Belt, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 7:15 PM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: March 13, 2018

PUBLISH: X

**March 13, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Wichman, to approve:

- A. March 7, 2018, Minutes as read.
- B. Renewal of Class C Native Wine (WCN) Liquor License, granting privileges of Class C Native Wine (WCN)/Outdoor Service/Sunday Sales for Prairie Crossing Vineyard and Winery d/b/a Prairie Crossing Vineyard and Winery, Treynor.
- C. Medical Examiner – Job Reclassification of Karen Foreman for ME Coordinator, to ME On-Call Investigator.
- D. Planning and Zoning / Recycle Center – Job Reclassification of Edward Feldhacker from PT Transfer State Operator to PT Recycle Center Attendant.
- E. Planning and Zoning / Recycle Center – Job Reclassification of Christopher Smith from PT Transfer Station Operator to PT Recycle Center Attendant.
- F. Publication of Claims Allowed for February 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Drake, to open public hearing on proposed preliminary plat of Ryan Acres, a subdivision situated in Garner Township. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Drake, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Wichman, to approve and authorize Board to sign **Planning and Zoning Resolution No. 2018-01**. Said Resolution is set out as follows:

**PLANNING AND ZONING RESOLUTION NO. 2018-01**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Ryan Acres**, a subdivision situated in **Garner Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2018-01**; and

**WHEREAS**, said Commission conducted a public hearing on February 11<sup>th</sup>, 2018, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

**WHEREAS**, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on March 13<sup>th</sup>, 2018 in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA: That the proposed preliminary plat of Ryan Acres, be, and the same is hereby approved as the preliminary plat of said subdivision.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after completion of all improvements and satisfaction of all requirements for final plats required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for it's consideration.

PASSED AND APPROVED March 13, 2018.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<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"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Marilyn Jo Drake	<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"/>

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

RECORD: After Passage

Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

Motion by Schultz, second by Belt, to approve and authorize Board to sign Resolution No. 23-2018, a Resolution entitled: Resolution for Establishing Closure Fund for the Pottawattamie County Recycling Center. Said Resolution is set out as follows:

RESOLUTION # 23 -2018

RESOLUTION FOR ESTABLISHING CLOSURE FUND FOR THE POTTAWATTAMIE COUNTY RECYCLING CENTER

THE PURPOSE of this resolution is to approve the restriction of a portion of the Pottawattamie County Recycling Center Fund in the amount equal to the most current closure cost estimate for closure of the Pottawattamie County Recycling Center.

WHEREAS, Iowa Administrative Code 567 Chapter 106.18(1) requires proof of financial assurance coverage prior to the issuance or renewal of a solid waste transfer station permit; and

WHEREAS, Iowa Administrative Code 567 Chapter 106.18(2) requires proof of establishment of a fund for closure costs within 30 days of close of the first fiscal year that begins after July 17, 2002, or at the time of application for a permit for a new transfer station; and

WHEREAS, Iowa Administrative Code 567 Chapter 106.18(3) allows the use of one financial assurance instrument for multiple permitted activities so long as the instrument provides financial assurance for an amount at least equal to the current cost estimates for closure of all sanitary disposal project activities covered; and

WHEREAS, Iowa Administrative Code 567 Chapter 106.18(5) establishes the acceptable financial assurance instruments to be funded in an amount equal to the cost estimate prepared in accordance with subrule 106.18(4), and such shall not be canceled, revoked, disbursed, released, or allowed to terminate without the approval o: the department.

**WHEREAS**, Iowa Administrative Code 567 Chapter 106.18(6) states the if the owner or operator does not properly close the site within the 30-day period allowed, the department shall file a claim with the financial assurance instrument provider to collect the amount of funds necessary to properly close the site.

**IT IS HEREBY RESOLVED BY THE POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS** to restrict in equal amount to the most current closure cost estimate of the Pottawattamie County Recycling Center Closure/ Post Closure Fund for closure of the Pottawattamie County Recycling Center and agree to comply with the requirements of the closure fund as provided by rule 567-106.18(455B) of the Iowa Administrative Code.

**Dated this 13<sup>th</sup> day of March, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Matt Wyant, Director of Planning and Zoning, and Ken Moore came before the Board concerning Ken Moore’s resignation from the Planning and Zoning Commission. Director Wyant presented Mr. Moore with a Certificate of Appreciation for his years of service on the Planning and Zoning Commission.

Donna Barry, Constituent Services Specialist/Regional Director for Senator Charles Grassley came before the Board to discuss the County’s future infrastructure / transportation needs. This was a discussion only. No action taken.

Motion by Schultz, second by Wichman, to approve the appointments of Maria Sieck and Jeff Johanek as 2018 Weed Commissions for Pottawattamie County. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to approve and authorize Board to sign **Resolution No. 24-2018**, a Resolution entitled: Resolution for the Destruction of Noxious Weeds. Said Resolution is set out as follows:

**RESOLUTION NO. 24-2018**

**RESOLUTION FOR THE DESTRUCTION OF NOXIOUS WEEDS**

**NOTICE TO ALL PROPERTY OWNERS AND THOSE IN CONTROL THEREOF:** You are hereby notified that the Board of Supervisors of Pottawattamie County, Iowa, did on the 13<sup>th</sup> day of March, 2018, pass the following resolution:

**BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA**, that pursuant to the provisions of Chapter 317.14, Code of Iowa, it is hereby ordered:

1. That each person in possession or control of all noxious weeds thereon as defined in this Chapter, at such times each year and in such a manner as shall prevent said weeds from blooming or coming to maturity, and shall keep lands free from such growth of any other weeds, as shall render the streets and highways adjoining said land unsafe for public travel. Noxious weeds shall be controlled,

cut or otherwise destroyed between April 1 and November 15, 2018, as is necessary to prevent seed production.

**PRIMARY NOXIOUS WEEDS:**

**QUACK GRASS,  
PERENNIAL SOW THISTLE,  
CANADA THISTLE,  
BULL THISTLE,  
FIELD BINDWEED,  
HORSE NETTLE,  
LEAFY SPURGE,  
PERENNIAL PEPPER-GRASS,  
RUSSIAN Knapweed,  
BUCKTHORN,  
MUSK THISTLE,  
TALL THISTLE,  
PALMER AMARANTH**

**SECONDARY NOXIOUS WEEDS:**

**BUTTERPRINT ANNUAL,  
COCKLEBUR ANNUAL,  
WILD MUSTARD ANNUAL,  
WILD CARROT BIENNIAL,  
BUCKHORN PERENNIAL,  
SHEEP SORREL PERENNIAL,  
SOUR DOCK PERENNIAL,  
SMOOTH DOCK PERENNIAL,  
POISON HEMLOCK,  
MULTIFLORA ROSE,  
WILD SUNFLOWER ANNUAL  
PUNCTURE VINE ANNUAL,  
TEASEL BIENNIAL,  
SHATTERCANE ANNUAL**

2. That each owner and each person in possession or control of any land in Pottawattamie County, Iowa, infested with any Primary and Secondary Noxious Weed, and all other species of thistles belonging to the genera of Cirsium and Carduus, shall adopt or enter into a program of weed destruction, and treatment of control, described by the Weed Commissioner, which in five years may be expected to destroy and will immediately keep under control such infestation of said noxious weeds.
3. That all weeds other than noxious weeds on all county trunk and local county roads between the fence line thereof, shall be destroyed and controlled by the adjoining property owner, to prevent seed production.
4. That if the owners or persons in possession or control of any land in Pottawattamie County fails to comply with the foregoing order, the Weed Commissioner shall cause this to be done and the expense of said work, including cost of serving notice and other costs, if any, to be assessed against the land and their owners thereof.
5. That the County Auditor be and is hereby directed to cause notice of this making and entering of the foregoing order shall be given by one publication in each of the official newspapers of the County.

**Dated this 13<sup>th</sup> day of March, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○
Tom Hanafan, Chairman	○	○	○	○
_____	○	○	○	○
Scott A. Belt	○	○	○	○
_____	○	○	○	○
Justin Schultz	○	○	○	○
_____	○	○	○	○
Marilyn Jo Drake	○	○	○	○
_____	○	○	○	○
Tim Wichman				

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

**3. RECEIVED/FILED**

**A. Salary Actions:**

1. Planning and Zoning – Payroll Status Change of Steven Hansen
2. Sheriff – Payroll Status Change of Mallory Totusek; Anthony Leick.
3. Emergency Management – Payroll Status Change of Scott Manz.
4. GIS – Payroll Status Change of William Shrader.

B. Reports:

- 1) Recorder's Fee Book for February 2018.

C. Out of State Travel:

- 1) Board of Supervisors – Out of State Travel Notification.

**4. ADJOURN**

Motion by Wichman, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:05 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: March 20, 2018

PUBLISH: X

**March 20, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members, except Schultz and Wichman present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Belt, second by Drake, to approve:

- A. March 13, 2018, Minutes as read.
- B. Treasurer – Change in Job Responsibilities of Heather Ausdemore.
- C. Recorder – Change in Job Responsibilities of Marilyn Hebing.
- D. Sheriff – Employment of Dillon Willadsen as Entry Security Personnel.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Belt, second by Drake, to open public hearing on Historical Property Tax Exemption.

**Roll Call Vote: AYES: Drake, Belt, Hanafan. Motion carried.**

Motion by Drake, second by Belt, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan.**

**Motion carried.**

Motion by Drake, second by Belt, to approve and authorize Board to sign **Resolution No. 25-2018**, a Resolution entitled: Approving the Priorities for Which an Exemption May Be Granted Under the State of Iowa’s Rehabilitation Tax Exemption Program. Said Resolution is set out as follows:

**RESOLUTION NO. 25-2018**

**APPROVING THE PRIORITIES FOR WHICH AN EXEMPTION MAY BE GRANTED UNDER THE STATE OF IOWA’S REHABILITATION TAX EXEMPTION PROGRAM**

**WHEREAS**, Iowa Code Section 427.16 allows for a temporary tax exemption for certain increased valuation of historic property, and

**WHEREAS**, the Board of Supervisors recognizes the benefits of permitting the public to make application for and receive property tax exemption to promote historic property rehabilitation; and

**WHEREAS**, the Board of Supervisors is required to annually designate real property in the County for a historic property tax exemption.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA**, that

**Section 1.** The following properties in Pottawattamie County, Iowa, are hereby designated as priority properties for which exemptions may be granted if completed rehabilitation is certified by the State Historic Preservation Office, State Historical Society of Iowa:

- A. Property listed on the National Register of Historic Places and those properties certified as eligible for the National Register of Historic Places by the State Historic Preservation Office, State Historical Society of Iowa.

**Section 2.** The priority properties as described in Section 1 shall not be eligible for this exemption if they are within and are currently benefitting from a tax increment financing district, a self-supported municipal improvement district, an urban revitalization area, an urban renewal area or an industrial partial tax exemption area.

**Dated this 20<sup>th</sup> day of March, 2018.**

**ROLL CALL VOTE**

AYE	NAY	ABSTAIN	ABSENT
○	○	○	○

\_\_\_\_\_  
Tom Hanafan, Chairman

_____	○	○	○	○
Scott A. Belt				
_____	○	○	○	○
Justin Schultz				
_____	○	○	○	○
Marilyn Jo Drake				
_____	○	○	○	○
Tim Wichman				

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan. Motion carried.**

Motion by Belt, second by Drake, to approve Application for Historic Property Rehabilitation Tax Exemption filed by Major Realty, LLC, for property located at 148 West Broadway, Council Bluffs, Iowa. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve and authorize Chairman to sign Agreement between Pottawattamie County Board of Health and Pottawattamie County, Iowa, for the purpose of setting forth the terms under which the County will assist the Board of Health in the requested discharge of certain public health duties in Pottawattamie County. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve award, and authorize Chairman to sign Contract for Project No. BROS-C078(192)—8J-78 (Bridge Replacement on Honeysuckle Road over Keg Creek) with A.M. Cohron & Son, Inc. in the amount of \$745,133.69. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve award, and authorize Chairman to sign Contract for Project No. BROS-C078(193)—8J-78 (Bridge Replacement on Hackberry Road over Walnut Creek) with Murphy Heavy Contracting Corp. in the amount of \$643,976.28. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve Final Payment Voucher to Dixon Construction for project BRS-CO78(189)—60-78. UNANIMOUS VOTE. Motion carried.

**3. RECEIVED/FILED**

- A. Salary Actions:
  - 1. Buildings and Grounds – Payroll Status Change of Matthew Wiese; Roberto Estrada.
- B. Out of State Travel:
  - 1. Planning and Development – Out of State Travel Notification.

**4. ADJOURN**

Motion by Belt, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:47 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: March 27, 2018  
PUBLISH: X

**March 27, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. March 20, 2018, Minutes as read.
- B. Conservation – Employment of Derek Seward, as NAM Intern.
- C. Engineer – Job Reclassification of Tyler Campbell from Truck Driver/Laborer, to Inventory Tech II.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Belt, to open public hearing on **Ordinance No. 2018-2**. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

Motion by Wichman, second by Drake, to close public hearing on **Ordinance No. 2018-2**. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

Motion by Belt, second by Schultz, to approve first consideration of **Ordinance No. 2018-2**: an Ordinance to amend the Pottawattamie County, Iowa Code by adding Chapter 7.25: Jake brake ordinance, a set out as follows:

**POTTAWATTAMIE COUNTY, IOWA  
ORDINANCE NO. 2018-2**

AN ORDINANCE to amend the Pottawattamie County, Iowa, Code by adding Chapter 7.25: Jake brake ordinance

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE  
COUNTY, IOWA**

SECTION 1 - ADOPTION OF NEW ORDINANCE: That there is hereby approved and adopted the following Chapter 7.25 Jake Brake

**SECTIONS**

<b>7.25.010</b>	<b>PURPOSE</b>
<b>7.25.020</b>	<b>DEFINITIONS</b>
<b>7.25.030</b>	<b>PROHIBITIONS</b>
<b>7.25.040</b>	<b>AREAS OF PROHIBITION</b>
<b>7.25.050</b>	<b>SIGNAGE</b>
<b>7.25.060</b>	<b>EXCEPTIONS</b>
<b>7.25.070</b>	<b>VIOLATIONS AND PENALTIES</b>

ORDINANCE PROHIBITING  
THE UNLAWFUL USE OF ENGINE AND COMPRESSION BRAKES  
JAKE BRAKE ORDINANCE  
Chapter 7.25

**7.25.010 PURPOSE:** The purpose of this ordinance is to prohibit the excessive, loud, unusual or explosive use of engine retarding and compressed air-braking devices within designated areas in Pottawattamie County.

**7.25.020 DEFINITIONS:** For the purposes of this ordinance the following words and phrases are defined as follows:

1. "Engine retarding brake" means a "Dynamic Brake", "Jake Brake", "Jacobs Brake", "C-Brake", "Compression Brake", "Paccar Brake", transmission brake or any other engine retarding brake system that alters the normal compression of the engine and subsequently releases that compression in such a manner as to emit more than 80 decibels of noise within/at a distance of/more than 50 feet.

**7.25.030 PROHIBITIONS:** It shall be unlawful for the driver of any vehicle to use or operate or cause to be used or operated within designated areas in the unincorporated areas of the County of Pottawattamie, State of Iowa, any engine retarding brake, compression brake or mechanical exhaust device designed to aid in the braking or deceleration of any vehicle that results in excessive, loud, unusual or explosive noise from such vehicle, unless such use is necessary to avoid imminent danger/emergency/to avoid injury or accident. Such prohibition shall be applicable only to those public highways or portions specifically identified in this Chapter.

**7.25.040 AREAS OF PROHIBITION:** The prohibition set forth herein shall apply to the following public highways in Pottawattamie County, Iowa or portions thereof:

1. US Highway 92 from 230th Street to the Council Bluffs Corporate Limits.

**7.25.050 SIGNAGE :** Signs stating “VEHICLE NOISE LAWS ENFORCED” or “ENGINE BRAKE ORDINANCE ENFORCED” may be installed at locations deemed appropriate by the Board of Supervisors to advise motorists of the prohibitions contained in this ordinance, except that no sign stating “VEHICLE NOISE LAWS ENFORCED” or “ENGINE BRAKE ORDINANCE ENFORCED” shall be installed on a state highway without a permit from the Iowa Department of Transportation. The provisions of this ordinance shall be in full force and effect even if no signs are installed.

**7.25.060 EXCEPTIONS:** Emergency vehicles shall be exempt from the application of this ordinance.

**7.25.070 VIOLATIONS AND PENALTIES:** ordinance is deemed to be a county infraction. The penalty for violating any of the provisions of this Chapter shall be as set forth in Chapter 1.75.

**SECTION 3 - SEVERABILITY:** If any of the provisions of this Ordinance or the application thereof to any person or circumstances are held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

**SECTION 4 - REPEAL OF CONFLICTING ORDINANCES:** All ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 5 – CONFLICTING REGULATIONS:** Where there exists a conflict between any of the regulations or limitations prescribed in this Ordinance and any other regulations applicable to the same area, whether the conflict be with respect to the height of structures or trees, and use of land, or any other matter, the more stringent limitation or requirement shall govern and prevail.

**SECTION 6 - EFFECTIVE DATE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED AND APPROVED \_\_\_\_\_, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

; and to set second consideration for April 3, 2018, at 9:00 AM.

**Roll Call Vote: Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

Motion by Drake, second by Belt, to approve MAPA's request to extend the deadline of CITIES Grant C1 2017 #12 - CITIES Program 2017 Re-Capitalization, to May 15, 2019. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve the ACA "insurer fee" for the County employee health insurance plan effective July 1, 2018 – June 30, 2019, by accepting original renewal rate of 3.84%, and increasing the partial self-fund by \$126,626.00. AYES: Drake, Belt, Hanafan; NAYS: Schultz, Wichman. Motion carried.

Motion by Schultz, second by Belt, to approve offering the Iowa Financial Fitness Challenge to County Employees, and allowing them to participate on a voluntary basis. UNANIMOUS VOTE. Motion carried.

Executive Director Paula Hazelwood with Advance Southwest Iowa Corporation came before the Board to discuss and provide an update on the agency's quarterly activities and initiatives. This was a discussion only. No Action Taken.

### **3. OTHER BUSINESS**

Motion by Schultz, second by Wichman, to appoint Scot Belt as the Delegate, and Marilyn Jo Drake as the Alternate to the Nishnabotna Watershed Coalition Board of Directors, for 2018. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve and authorize Chairman to sign Grant Award Letter of Agreement, with Iowa West Foundation for 2018 CITIES Program Re-Capitalization Project in the amount of \$474,125.00 (C1 2018 #15). UNANIMOUS VOTE. Motion carried.

### **4. STUDY SESSION**

A Study Session was held with Planning and Zoning Director Matt Wyant, to discuss future considerations of his department, as it pertains to issues ranging from Board of Health to Economic Development/housing trust fund. This was a discussion only. No Action Taken.

### **5. RECEIVED/FILED**

#### **A. Salary Actions:**

- 1) Planning and Zoning – Payroll Status Change of Jacob Head.
- 2) Engineer – Payroll Status Change of Jody Marsh.
- 3) Conservation – Payroll Status Change of Jeffrey Franco.

#### **B. Reports:**

- 1) Sheriff's Reports of Fees Collected and Disbursed for February 2018.

### **6. ADJOURN**

Motion by Belt, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:20 A.M.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: April 3, 2018

PUBLISH: X

**April 3, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. March 27, 2018, Minutes as read.
- B. Jail – Employment of Amber Delezene as PRN.
- C. Conservation – Employment of Bennett Amdor and Josh Block, as Part-Time Burn Crew Members.
- D. Renewal of Class B Beer (BB) (Includes Wine Coolers) Liquor License, granting privileges of Class B Beer (BB) (Includes Wine Coolers)/Outdoor Service/Sunday Sales for Westfair Association, d/b/a Westfair, Council Bluffs.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Belt, second by Schultz, to approve second consideration of **Ordinance No. 2018-2**, an Ordinance to amend the Pottawattamie County, Iowa Code by adding Chapter 7.25: Jake brake ordinance, a set out as follows:

**POTTAWATTAMIE COUNTY, IOWA  
ORDINANCE NO. 2018-2**

AN ORDINANCE to amend the Pottawattamie County, Iowa, Code by adding Chapter 7.25: Jake brake ordinance

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE  
COUNTY, IOWA**

SECTION 1 - ADOPTION OF NEW ORDINANCE: That there is hereby approved and adopted the following Chapter 7.25 Jake Brake

<b>7.25.010</b>	<b>PURPOSE</b>
<b>7.25.020</b>	<b>DEFINITIONS</b>
<b>7.25.030</b>	<b>PROHIBITIONS</b>
<b>7.25.040</b>	<b>AREAS OF PROHIBITION</b>
<b>7.25.050</b>	<b>SIGNAGE</b>
<b>7.25.060</b>	<b>EXCEPTIONS</b>
<b>7.25.070</b>	<b>VIOLATIONS AND PENALTIES</b>

ORDINANCE PROHIBITING  
THE UNLAWFUL USE OF ENGINE AND COMPRESSION BRAKES  
JAKE BRAKE ORDINANCE  
Chapter 7.25

**7.25.010 PURPOSE:** The purpose of this ordinance is to prohibit the excessive, loud, unusual or explosive use of engine retarding and compressed air-braking devices within designated areas in Pottawattamie County.

**7.25.020 DEFINITIONS:** For the purposes of this ordinance the following words and phrases are defined as follows:

1. "Engine retarding brake" means a "Dynamic Brake", "Jake Brake", "Jacobs Brake", "C-Brake", "Compression Brake", "Paccar Brake", transmission brake or any other engine retarding brake system that alters the normal compression of the engine and subsequently releases that compression in such a manner as to emit more than 80 decibels of noise within/at a distance of/more than 50 feet.

**7.25.030 PROHIBITIONS:** It shall be unlawful for the driver of any vehicle to use or operate or cause to be used or operated within designated areas in the unincorporated areas of the County of Pottawattamie, State of Iowa, any engine retarding brake, compression brake or mechanical exhaust device designed to aid in the braking or deceleration of any vehicle that results in excessive, loud, unusual or explosive noise from such vehicle, unless such use is necessary to avoid imminent danger/emergency/to avoid injury or accident. Such prohibition shall be applicable only to those public highways or portions specifically identified in this Chapter.

**7.25.040 AREAS OF PROHIBITION:** The prohibition set forth herein shall apply to the following public highways in Pottawattamie County, Iowa or portions thereof:

1. US Highway 92 from 230th Street to the Council Bluffs Corporate Limits.

**7.25.050 SIGNAGE :** Signs stating “VEHICLE NOISE LAWS ENFORCED” or “ENGINE BRAKE ORDINANCE ENFORCED” may be installed at locations deemed appropriate by the Board of Supervisors to advise motorists of the prohibitions contained in this ordinance, except that no sign stating “VEHICLE NOISE LAWS ENFORCED” or “ENGINE BRAKE ORDINANCE ENFORCED” shall be installed on a state highway without a permit from the Iowa Department of Transportation. The provisions of this ordinance shall be in full force and effect even if no signs are installed.

**7.25.060 EXCEPTIONS:** Emergency vehicles shall be exempt from the application of this ordinance.

**7.25.070 VIOLATIONS AND PENALTIES:** ordinance is deemed to be a county infraction. The penalty for violating any of the provisions of this Chapter shall be as set forth in Chapter 1.75.

**SECTION 3 - SEVERABILITY:** If any of the provisions of this Ordinance or the application thereof to any person or circumstances are held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

**SECTION 4 - REPEAL OF CONFLICTING ORDINANCES:** All ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 5 – CONFLICTING REGULATIONS:** Where there exists a conflict between any of the regulations or limitations prescribed in this Ordinance and any other regulations applicable to the same area, whether the conflict be with respect to the height of structures or trees, and use of land, or any other matter, the more stringent limitation or requirement shall govern and prevail.

**SECTION 6 - EFFECTIVE DATE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED AND APPROVED April 3, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**and to adopt said Ordinance No. 2018-2 into law.**  
Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Wichman, to approve the funding request by Boys Town for the 2018 Fathers Matters event, in the amount of \$1,000.00. Said funds are to be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second Belt, to approve and authorize Chairman to sign Memorandum of Understanding MOU – 2018 – HAD78 Between the Iowa Department of Public Health and Pottawattamie County Board of Supervisors, for the advancement of emergency cardiac care in patients who suffer from Sudden Cardiac Arrest, by providing Lucas assistive devices to select emergency medical services and hospitals throughout the State of Iowa to advance care by providing assist devices to perform CPR when cardiac arrest patients present or are encountered. UNANIMOUS VOTE. Motion carried.

### 3. RECEIVED/FILED

#### A. Salary Actions:

1. Engineer / Secondary Roads – Payroll Status Change of Shawna Hedegaard, Devan Feigenbutz.
2. Sheriff – Payroll Status Change of Josh Harker, Richard Hiatt, Jon Hilz.
3. Jail – Payroll Status Change of Mike Eckmann, Tim Curry, Miles Cleveland.
4. SW Iowa Juvenile Detention – Payroll Status Change of Stacey Smith.

#### B. Out of State Travel Notifications, from the following departments:

1. IT.
2. Engineer/Secondary Roads.
3. Conservation.
4. Sheriff.

### 4. ADJOURN

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:35 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: April 10, 2018

PUBLISH: X

**April 10, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Schultz, second by Drake, to approve:

- A. April 3, 2018, Minutes as read.
- B. Publication for Claims Allowed for March 2018.
- C. Medical Examiner – Employment of Marris Peck as Part-Time Medical Examiner Investigator.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Schultz, second by Drake, to canvass Treynor Schools Election, and to authorize Auditor to pay election costs. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve tax abatement for County owned property located at 28646 Honey Creek Lane, Honey Creek, Iowa (Parcel No. 774435276004). UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve tax abatement for County owned property located at 41911 Industrial Drive, Oakland, Iowa (Parcel No. 764025476008). UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve and authorize Chairman to sign FY 2019 County Five Year Plan and Budget for Iowa Department of Transportation submittal. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Wichman, to approve and authorize Board to sign **Resolution No. 27-2018**, wherein the Board has determined that the useful life of the Law Enforcement Center (LEC) has expired as of this date. Said Resolution is set out below. It is further agreed to and approved by the Board, that the City of Council Bluffs shall be notified they may occupy their current space in the LEC, under the current terms and conditions until December 31, 2018.

**RESOLUTION NO. 27-2018**

**WHEREAS** the Pottawattamie County is the owner of the Pottawattamie County Courthouse and the Law Enforcement Center (LEC) located at 227 South 6<sup>th</sup> Street, Council Bluffs, Iowa; and

**WHEREAS** the Pottawattamie County Board of Supervisors has direct control over the Pottawattamie County Courthouse and the LEC which were officially dedicated and opened to the public on November 20, 1977; and

**WHEREAS**, construction of the LEC was funded in major part with a federal grant from the U.S. Department of Justice, a state law enforcement grant and matching funds of the City of Council Bluffs and Pottawattamie County; and

**WHEREAS**, when the LEC was constructed, it was intended to house both the Council Bluffs Police Department (Police Department) and the Pottawattamie County Sheriff's Office (Sheriff), and to support criminal justice matters in Pottawattamie County; and

**WHEREAS**, the Police Department has occupied LEC at 227 South 6<sup>th</sup> Street, Council Bluffs Iowa for over 40 years pursuant to a Grant of Right to Occupy and Covenant dated December 15, 1981 (LEC Agreement); and

**WHEREAS**, the LEC Agreement designates the areas to be used by the Police Department, areas to be used by the Sheriff, and common areas to be shared by both the Police Department and the Sheriff; and

**WHEREAS**, in approximately 1999, the Sheriff vacated its space at the LEC when it moved into its new office at 1400 Big Lake Road, Council Bluffs, Iowa; and

**WHEREAS**, since 1999, the Police Department has occupied the entire LEC, although no new agreement was executed between the City and the County; and

**WHEREAS**, the LEC is no longer adequate to support the Police Department because the Police Department “has exceeded the lifespan and space of its current headquarters” building which “limits the police department’s ability to effectively and efficiently serve the community”; and

**WHEREAS**, on May 3, 2016, the City of Council Bluffs held a special election to approve a \$20 million bond to fund the construction of a new headquarters for the Police Department, which passed; and

**WHEREAS**, following approval of the city’s bond election, in anticipation of the Police Department vacating the LEC, the County conducted a needs assessment for the LEC in July 2017 which recommended “total demolition of police areas”; that most systems in the LEC had met or exceeded their useful life; and that significant upgrades were necessary to meet compliance with city building codes and Americans with Disabilities Act (ADA) requirements; and

**WHEREAS**, on March 12, 2018, the Council Bluffs City Council approved general obligation bonds in the amount of \$11.8 million for the completion of the new Police Department headquarters on Woodbury Avenue in Council Bluffs; and

**WHEREAS**, the Police Department is expected to vacate the LEC and move into its new headquarters by the end of 2018, after which neither the Police Department nor the Sheriff will occupy any space at the LEC; and

**WHEREAS**, the LEC Agreement provides that termination of the LEC Agreement may be accomplished either by mutual agreement of the City Council and the Board of Supervisors; or “upon the expiration of the useful life of the Law Enforcement Center structure, as determined by the Pottawattamie County Board of Supervisors, whichever occurs first”; and

**WHEREAS**, on March 6, 2018, in anticipation of the Police Department vacating the LEC, the Board of Supervisors requested that the City Council mutually agree to terminate the LEC Agreement; and

**WHEREAS**, on March 28, 2018, the City Council sent a letter to the Board of Supervisors requesting to mediate a compromise and financial settlement to the City when the Police Department vacates the LEC, effectively refusing the Board of Supervisor’s request to mutually agree to terminate the LEC Agreement; and

**WHEREAS**, the LEC Agreement does not require that the County make a financial settlement to the City upon the Police Department vacating the LEC; and

**WHEREAS**, the LEC Agreement provides that the Board of Supervisors may determine that the “useful life” of the LEC structure has expired; and

**WHEREAS**, State of Iowa, as well as industry and professional resources, provide that the “useful life” of a government building falls in a range of between 20 to 50 years; and

**WHEREAS**, construction began on the LEC in 1974 and no major renovations have been conducted on the LEC in over 40 years; and

**WHEREAS** the County has received information from HGM Associates Inc. that future use of the LEC structure requires demolition and renovations of approximately \$2 million to modernize the LEC structure and bring it into compliance with local building codes and state and federal and laws.

**THEREFORE BE IT RESOLVED** by the Pottawattamie County Board of Supervisors as follows:

1. The County Attorney has presented the Board of Supervisors with an extensive history of the LEC and an extensive number of documents related to the LEC, and provided legal

authority and advice concerning the rights and obligations of the City and the County as related to the LEC.

2. Following a review of the history and documents related to the LEC, the Board finds that LEC Agreement does not require a financial payment to the City when the Police Department vacates the LEC later this year.

3. The Board of Supervisors has received and reviewed information from the County Attorney concerning the history and useful life of the LEC; has reviewed information from the City that the LEC structure has exceeded its lifespan and does not comply with the ADA; and has received and reviewed an engineering recommendation that future use of the LEC structure requires demolition and renovations of approximately \$2 million to bring the space into compliance with local, state and federal building codes and laws.

4. Having given consideration to the aforementioned information, the Board determines that the useful life of the LEC has expired.

**Dated this 10<sup>th</sup> day of April, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, 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"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

**3. OTHER BUSINESS**

Motion by Wichman, second by Schultz, to approve and authorize Board to sign **Resolution No. 26-2018**, a Resolution entitled: A Resolution Opposing Reduction in Backfill for 2018/19 Backfill. Said Resolution is set out as follows:

**RESOLUTION NO. 26 – 2018**

**RESOLUTION OPPOSING REDUCTION IN BACKFILL FOR 2018/19 BACKFILL**

**WHEREAS**, when the Iowa Legislature decided to cut commercial property taxes in 2013, that decision which reduced income to Iowa’s cities, counties, school districts and other local governments; and

**WHEREAS**, the Legislature agreed to replace those lost dollars with state dollars. That decision protected communities from a cut in services or forcing an increase in property taxes. This replacement of the local income lost due to the legislature’s decision is known as the “backfill”; and

**WHEREAS**, leaders of the Iowa House and Senate have said they plan to eliminate the backfill, beginning with the 2018-2019 budget year; and

**WHEREAS**, many local counties have already certified their budgets; and

**WHEREAS**, the County of Pottawattamie would lose a total of \$1,212,811 if the backfill is eliminated, forcing cuts in essential services such as public safety and resulting in local property tax increases.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, that**

A. Pottawattamie County is opposed to any reduction in the backfill for the 2018-2019 backfill, and that this opposition should be communicated to the Iowa Legislature and to Governor Reynolds; and

B. Pottawattamie County believes that changes to the backfill should be decided with the participation of local governmental leaders, with adequate notice, and that every effort be made to avoid local property tax increases.

**Dated this 10<sup>th</sup> day of April, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

**4. RECEIVED/FILED**

**A. Salary Actions**

1. SW Iowa Juvenile Detention – Employment of Austin Conklin as Part-Time Youth Correctional Worker.

**5. ADJOURN**

Motion by Wichman, second by Belt, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:35 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: April 17, 2018

PUBLISH: X

**April 17, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Schultz, second by Wichman, to approve:

- A. April 10, 2018, Minutes as read.
- B. Renewal of Class C Native Wine (WCN) Liquor License, granting privileges of Class C Native Wine (WCN); Outdoor Service; Sunday Sales for Breezy Hills Winery, LLC d/b/a Breezy Hills Vineyard, Minden, Iowa.
- C. Planning and Zoning – Employment of Jane Husz as Registered Nurse (RN/CTR).

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Belt, to open public hearing on preliminary plat of Kira Subdivision, a subdivision situated in Lake Township. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Belt, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Drake, to approve the preliminary plat of Kira Subdivision, a subdivision situated in Lake Township, and authorize the Board to sign **Planning and Zoning Resolution No. 2018-03**. Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-03**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Kira Subdivision**, a subdivision situated in **Lake Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2018-02**; and

**WHEREAS**, said Commission conducted a public hearing on March 19<sup>th</sup>, 2018, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

**WHEREAS**, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on April 17<sup>th</sup>, 2018 in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the proposed preliminary plat of **Kira Subdivision**, be, and the same is hereby approved as the preliminary plat of said subdivision.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after completion of all improvements and satisfaction of all requirements for final plats required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for it's consideration.

PASSED AND APPROVED April 17<sup>th</sup>, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Belt, to open public hearing on **Ordinance No. 2018-03, and Ordinance No. 2018-04.** **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Wichman, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Wichman, to approve first consideration of **Ordinance No. 2018-03:** an Ordinance to amend the Pottawattamie County, Iowa, Chapter 9, Subdivision Ordinance as follows:

1. 9.01.065: Add Exceptions Section.
2. 9.02.68.02.C.: Amend by adding “except as provided in Section 9.01.065;

and to set second consideration for **April 24, 2018, at 9:15 AM.**

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Schultz, to approve first consideration of **Ordinance No. 2018-04:** an Ordinance to amend the Pottawattamie County, Iowa, Zoning Ordinance, by changing the following:

1. General typographical error corrections.
2. Recodify various Sections and Subsections.
3. Changing the definition of Street, Hard Surfaced to:

.150 STREET, HARD SURFACED: A street which has a full-depth surfacing consisting of concrete, or asphalt with a structural capacity equivalency of concrete, constructed in accordance with appropriate local, County or state regulations.

And adding the definition of Street, Official Bituminous Road:

.155 STREET, OFFICIAL BITUMINOUS ROAD: A street that the surfacing has been prepared and treated with a bituminous coating and designated by the County Board in a Resolution as an Official Bituminous Road.

- 4. Adding “or an official bituminous road” to Section 8.014.020 Subsection.04, Section 8.014.030 Subsection.04, Section 8.015.020 Subsection.05, Section 8.020.020 Subsection.05, Section 8.020.030 Subsection.12 and to Section 8.025.020 Subsection .04.
- 5. Changing “or” to “and” in Section 8.014.030 Subsection.04 and in Section 8.020.030 Subsection.12;

and to set second consideration for **April 24, 2018, at 9:20 AM**. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Drake, to approve the final plat of Ryan Acres, a residential subdivision situated in Garner Township, and authorize the Board to sign **Planning and Zoning Resolution No. 2018-02**. Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-02**

**WHEREAS**, this Board had approved the preliminary plat of **Ryan Acres**, a residential subdivision situated in **Garner Township**, by approval of Planning and Zoning Resolution No. **2018-01**, dated **March 13, 2018**; and

**WHEREAS**, the final plat and supporting documents required by Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, has been filed with this Board for its study and consideration under **Case #SUB-2018-01**; and

**WHEREAS**, this Board has examined the final plat and has found it is in substantial compliance with the approved preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the final plat and supporting documents conform to the requirements of Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and it has deemed it to be in the best interest of Pottawattamie County, Iowa, to approve the final plat.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the final plat of **Ryan Acres**, a residential subdivision in Pottawattamie County, Iowa, be, and the same is hereby approved as the final plat of said subdivision.

And that the Chairman of the Board of Supervisors is hereby authorized to enter such approval upon said final plat.

PASSED AND APPROVED April 17<sup>th</sup>, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Belt, to approve and authorize Chairman to sign letter of notification to Visiting Nurse Association, to cancel contract between Board of Supervisors and Visiting Nurse Association, effective June 30, 2018. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Wichman, to open public hearing on consideration of applying for a Community Development Block Grant (CDBG) for downtown revitalization funds. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

During the public hearing, a series of topics were discussed. The following sets out what was discussed, and determination of each item:

- a) How the need for the proposed activities was identified:
 

Response: Identification was conducted through a slum and blight inventory in both the Cities of Macedonia and Carson.
- b) How the proposed activities will be funded and sources of funds:
 

Response: For CDBG related activities \$500,000 from CDBG, \$415,621.00 from Iowa West, and an estimated \$77,253 for property owners participating in the program.
- c) Date the application will be submitted:
 

Response: On or before April 27, 2018.
- d) Requested amount of the CDBG funds:
 

Response: \$500,000.
- e) Estimated portion of CDBG funds requested that will benefit persons of low and moderate income:
 

Response: We expect this grant to benefit all persons including those of low and moderate income.
- f) Where the proposed activities will be conducted:
 

Response: The proposed activities will be conducted on Broadway Street in Carson and Main Street on Macedonia.
- g) Plans to minimize displacement of persons and businesses as a result of funded activities:
 

Response: We do not foresee any displacement of individuals.
- h) Plans to assist persons actually displaced:
 

Response: We do not foresee any displacement of individuals due to the project activities.

i) The nature of the proposed activities:

Response: Rehabilitation of building facades in both the Cities of Carson and Macedonia to alleviate of slum and blight.

Motion was made by Schultz, second by Wichman, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Wichman, to approve and authorize Chairman to sign the necessary documents pertaining to the application for the Community Development Block Grant, including: Housing and Urban Development (HUD) Applicant Disclosure Report for Community Development Block Grant application; Federal Assurances for the Community Development Block Grant application; Community Development Needs Assessment for the Community Development Block Grant; and **Resolution No. 28-2018**, a Resolution Demonstrating Local Support and Participation in a CDBG Downtown Revitalization Grant Application. Said Resolution is set out as follows:

**RESOLUTION NO. 28-2018**

**RESOLUTION DEMONSTRATING LOCAL SUPPORT AND PARTICIPATION IN A CDBG DOWNTOWN REVITALIZATION GRANT APPLICATION**

**WHEREAS**, the County of Pottawattamie County, Iowa is committed to the development of infrastructure and capital improvements for the betterment of citizen life; and

**WHEREAS**, the County of Pottawattamie County has work collaboratively with the Cities of Carson and Macedonia and identified the need to rehabilitate and improve selected commercial buildings in the downtown areas; and

**WHEREAS**, the County of Pottawattamie County has supported the effort of the Cities of Carson and Macedonia in working closely with downtown property owners in identifying blighted buildings within a downtown target area; and

**WHEREAS**, the County has accepted the Architectural firm selection of the Cities of Carson and Macedonia who have retained an architect to complete a preliminary Scope of Work (SOW) for the upcoming CDBG Downtown Revitalization Grant Application as complete as possible; and

**WHEREAS**, should the grant be awarded, the County will accept the Architectural firm selected as the consultant for both Cities of Carson and Macedonia to provide technical assistance in historic preservation, in terms of both architectural conservation and Section 106, to the Cities of Carson and Macedonia on the CDBG Downtown Revitalization Grant Program; and

**WHEREAS**, should the grant be awarded, the County will accept the Architectural firm selected by the Cities of Carson and Macedonia to conduct construction management through contract completion on the CDBG Downtown Revitalization Grant Program.

**NOW, THEREFORE, BE IT RESOLVED**, that the County of Pottawattamie County, Iowa supports the completion and submission of a CDBG Downtown Revitalization Grant Application by Pottawattamie County on the Cities of Carson and Macedonia’s behalf on or before April 27<sup>th</sup> 2018 to the Iowa Department of Economic Development (IDEA) for consideration.

**Dated this 17<sup>th</sup> day of April, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

_____	○	○	○	○
Justin Schultz				
_____	○	○	○	○
Marilyn Jo Drake				
_____	○	○	○	○
Tim Wichman				

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Wichman, to go into Closed Session as allowed by Code of Iowa, Chapter 21.5(1)(c) for discussion and/or decision on pending litigation matters. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Wichman, to go out of Closed Session. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz second by Wichman, to approve and authorize Chairman to sign Agreement between Pottawattamie County Information Technology (IT) Department and the SW Iowa Juvenile Detention Center for IT Support. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve a YMCA discount program for County employees, as follows: \$10.00 discount from YMCA, matched with \$10.00 contribution from employee’s Wellness incentive, as long as the individual is enrolled in the County’s Wellness Program, to be effective July 1, 2018. UNANIMOUS VOTE. Motion carried.

**3. RECEIVED/FILED**

- A. Salary Actions:
  - 1) Communications – Payroll Status Change of Scott Moroney.
  - 2) Sheriff – Payroll Status Change of Tanner Frain.
- B. Reports:
  - 1) Recorder’s Fee Book for March 2018.
- C. Out of State Travel Notifications, from the following departments:
  - 1) Jail.
  - 2) Communications.

**4. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:25 AM.

\_\_\_\_\_  
 Tom Hanafan, Chairman

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

APPROVED: April 24, 2018  
 PUBLISH: X

**April 24, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. April 17, 2018, Minutes as read.
- B. Conservation – Employment of Bill Cambridge as Member of Part-Time Burn Crew.
- C. Secondary Roads – Change in Job Responsibilities of Ken Wilcox to Traffic Control Technician I.
- D. Secondary Roads – Change in Job Responsibilities of Ron Hough to Equipment Operator.
- E. Sheriff – Employment of Alan Colin Zarate as Part-Time Entry Security Personnel.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Schultz, to approve tax suspension pursuant to Iowa Code Section 427.9, for properly located at 2748 Avenue A, Council Bluffs, Iowa. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve second consideration of **Ordinance No. 2018-03**, an Ordinance to amend the Pottawattamie County, Iowa, Chapter 9, Subdivision Ordinance. Said Ordinance is set out as follows:

**POTTAWATTAMIE COUNTY, IOWA  
ORDINANCE NO. 2018-03**

AN ORDINANCE to amend the Pottawattamie County, Iowa, Chapter 9, Subdivision Ordinance:

- |    |               |  |
|----|---------------|--|
| 1. | 9.01.065      | Add Exceptions Section.                                  |
| 2. | 9.02.68.02.C. | Amend by adding “except as provided in Section 9.01.065” |

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF  
POTTAWATTAMIE COUNTY, IOWA**

SECTION 1 – AMENDMENTS: That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following new Section, to be codified as Section 9.01.065, EXCEPTIONS, as follows:

- 9.01.065**      **EXCEPTIONS:** A *minor subdivision* plat may be prepared for an existing parcel being divided if it meets these allowed exceptions:
- .01      A *minor subdivision* plat may be prepared for an existing parcel being divided into two lots where the tract of record has previously been divided into more than four (4) parcels if all of the following are met:
    - A.      Zoning requirements for minimum size and access can be met.
    - B.      Adjoins buildable platted property (not outlots) on rear and sides or property has double frontage.
    - C.      Existing parcel is more than four times the minimum parcel size in respective zoning district.

- D. Does not cause conflict with future access or development to subject parcel and/or adjacent parcels.
- .02 A *minor subdivision* plat may also be prepared for an existing parcel being divided where one of the following conditions is present toward the number of parcels within a tract of record where an existing parcel crosses section, quarter section, or quarter - quarter section line or an original line of a Government Lot.
- A. The tract of record that contains the majority of the area of an individual parcel that crosses the above referenced line(s) is the tract of record that the division counts toward and the other portion does not count as a parcel in the adjacent tract of record.
  - B. If the existing parcel crosses any of the above referenced line(s), a parcel can be split on said line if all new parcels created can meet the requirements of the Zoning Ordinance including size and access, the subdivision may be conducted as a minor subdivision because no new parcels are being created within the tract of record.
  - C. A lot labeled as an outlot does not count toward parcels for subdivision purposes within the 1/4-1/4.)
- .03 A *minor subdivision* plat may also be prepared for an existing parcel that lies within a *Quarter - Quarter section* that is divided by a *public road*. There shall be a maximum of four (4) parcels on both sides of said road.

SECTION 2 – REPEAL OF CONFLICTING ORDINANCES: That Section 9.02.680.02.C., a subsection of Inspection, is hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

SECTION 3 - AMENDMENTS: That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following new Section, to be codified as Section 9.02.680.C. as follows:

9.02.680.02

- C. No more than four (4) lots shall be created, except as provided in Section 9.01.065. The creation of more than four (4) lots and/or parcels in a quarter-quarter section shall require the platting of a major subdivision, except as provided in Section 9.01.065. (*Ordinance #2005-05-09/09/05*)

SECTION 4 - SEVERABILITY: If any of the provisions of this Ordinance or the application thereof to any person or circumstances are held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

SECTION 5 - EFFECTIVE DATE: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED AND APPROVED April 24, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○
Tom Hanafan, Chairman				
_____	○	○	○	○
Scott A. Belt				

_____	○	○	○	○
Justin Schultz				
_____	○	○	○	○
Marilyn Jo Drake				
_____	○	○	○	○
Tim Wichman				

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

**; and to adopt said Ordinance No. 2018-03 into law. Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Belt, to approve second consideration of **Ordinance No. 2018-04**, an Ordinance to amend the Pottawattamie County, Iowa, Zoning Ordinance. Said Ordinance is set out as follows:

**POTTAWATTAMIE COUNTY, IOWA  
 ORDINANCE NO. 2018-04**

AN ORDINANCE to amend the Pottawattamie County, Iowa, Zoning Ordinance, by changing the following:

1. General typographical error corrections.
2. Recodify various Sections and Subsections.
3. Changing the definition of Street, Hard Surfaced to:
4.
  - .150 STREET, HARD SURFACED: A *street* which has a full-depth surfacing consisting of concrete, or asphalt with a structural capacity equivalency of concrete, constructed in accordance with appropriate local, County or state regulations.

And adding the definition of Street, Official Bituminous Road:

  - .155 STREET, OFFICIAL BITUMINOUS ROAD: A street that the surfacing has been prepared and treated with a bituminous coating and designated by the County Board in a Resolution as an Official Bituminous Road.
5. Adding “or an official bituminous road” to Section 8.014.020 Subsection.04, Section 8.014.030 Subsection.04, Section 8.015.020 Subsection.05, Section 8.020.020 Subsection.05, Section 8.020.030 Subsection.12 and to Section 8.025.020 Subsection .04.
6. Changing “or” to “and” in Section 8.014.030 Subsection.04 and in Section 8.020.030 Subsection.12

**BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE  
 COUNTY, IOWA**

**SECTION 1. - REPEAL OF CONFLICTING ORDINANCES:** That Subsection 8.002.200.150, Zoning Ordinance, of the Pottawattamie County, Iowa, Code are hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 2a. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.002.200.150, definition of “Street, Hard Surfaced”, be added to Chapter 8.002, Zoning Ordinance and codified as noted:

*8.002.200.150* STREET, HARD SURFACED: A *street* which has a full-depth surfacing consisting of concrete, or asphalt with a structural capacity equivalency of concrete, constructed in accordance with appropriate local, County or state regulations.

**SECTION 2b. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.002.200.155, definition of “Street, Official Bituminous Road”, be added to Chapter 8.002, Zoning Ordinance and codified as noted:

8.002.200.155 STREET, OFFICIAL BITUMINOUS ROAD: A street that the surfacing has been prepared and treated with a bituminous coating and designated by the County Board in a Resolution as an Official Bituminous Road.

**SECTION 3. - REPEAL OF CONFLICTING ORDINANCES:** That Subsection 8.014.020.04, Zoning Ordinance, of the Pottawattamie County, Iowa, Code are hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 4. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.014.020.04, be added to Chapter 8.014, Zoning Ordinance and codified as noted:

8.0140.020.04 Platted minor subdivisions for single-family dwellings, when located on a hard surfaced street or an official bituminous road.

**SECTION 5. - REPEAL OF CONFLICTING ORDINANCES:** That Subsection 8.014.030.04, Zoning Ordinance, of the Pottawattamie County, Iowa, Code are hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 6. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.014.030.04, be added to Chapter 8.014, Zoning Ordinance and codified as noted:

8.014.030.04 Commercial activities, similar in scope to the following, provided the property shall be located along and have direct access to hard surfaced streets or official bituminous roads:

**SECTION 7. - REPEAL OF CONFLICTING ORDINANCES:** That Subsection 8.015.020.05, Zoning Ordinance, of the Pottawattamie County, Iowa, Code are hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 8. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.015.020.05, be added to Chapter 8.015, Zoning Ordinance and codified as noted:

8.0150.020.05 Platted minor subdivisions for single-family dwellings, when located on a hard surfaced street or an official bituminous road.

**SECTION 9. - REPEAL OF CONFLICTING ORDINANCES:** That Subsection 8.020.020.05, Zoning Ordinance, of the Pottawattamie County, Iowa, Code are hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 10. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.020.020.05, be added to Chapter 8.020, Zoning Ordinance and codified as noted:

8.020.020.05 Platted minor subdivisions for single-family dwellings, when located on a hard surfaced street or an official bituminous road.

**SECTION 11. - REPEAL OF CONFLICTING ORDINANCES:** That Subsection 8.020.030.12, Zoning Ordinance, of the Pottawattamie County, Iowa, Code are hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 12. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.020.030.12, be added to Chapter 8.020, Zoning Ordinance and codified as noted:

8.020.030.12 Commercial activities, similar in scope to the following, provided the property shall be located along and have direct access to hard surfaced streets or official bituminous roads:

**SECTION 13. - REPEAL OF CONFLICTING ORDINANCES:** That Subsection 8.025.020.04, Zoning Ordinance, of the Pottawattamie County, Iowa, Code are hereby repealed in its entirety. Furthermore, all other ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

**SECTION 14. - AMENDMENTS:** That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by adding thereto the following Subsection: 8.025.020.04, be added to Chapter 8.025, Zoning Ordinance and codified as noted:

8.025.020.04 Platted minor subdivisions for single-family dwellings, when located on a hard surfaced street or an official bituminous road.

**SECTION 15. - SEVERABILITY:** If any of the provisions of this Ordinance or the application thereof to any person or circumstances are held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this Ordinance are declared to be severable.

**SECTION 16. - EFFECTIVE DATE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED AND APPROVED April 24, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**; and to adopt said Ordinance No. 2018-04 into law. Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Paula Hazelwood, Executive Director of Advance Southwest Iowa Corporation; Matt Wyant, Director of Planning and Zoning, and Jason Armstrong, came before the Board to discuss a proposal for the 192<sup>nd</sup> Street development project. This was a discussion only. No action was taken.

Motion by Belt, second by Schultz, to approve and authorize Sheriff’s Office to open a new bank account for use when implementing and using new software for phone/visitation/inmate accounts. UNANIMOUS VOTE. Motion carried.

An inquiry by Sherriff Jeff Danker was made to the Board regarding flags in Pottawattamie County being lowered to Half-Staff on Tuesday, May 1, 2018, in memory of Deputy Sheriff Mark Burbridge, who died in the line of duty on May 1, 2017. A Motion was made by Schultz, and seconded by Belt, to set aside the Agenda to discuss this matter. The Board of Supervisors will not meet again before May 1, 2018, so setting aside the Agenda to discuss this matter at this time is necessary. UNANIMOUS VOTE. Motion to set aside Agenda is so carried.

Discussion was held, and at the conclusion of said discussion, a Motion was made by Drake, and seconded by Belt, to allow all United States and State of Iowa flags in Pottawattamie County be lowered to Half-Staff on Tuesday, May 1, 2018, from sunrise until sunset, in memory of Pottawattamie County Sheriff’s Deputy Mark Burbridge, who died in the line of duty on May 1, 2017. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Motion by Wichman, second by Belt, to approve and authorize Board to sign **Resolution No. 29-2018**, a Resolution entitled: Resolution for Second and Third Quarter 2017-2018 Transfer to Secondary Roads Fund. Said Resolution is set out as follows:

**RESOLUTION NO. 29-2018**

**RESOLUTION FOR SECOND AND THIRD QUARTER 2017-2018 TRANSFER TO SECONDARY ROADS FUND**

**WHEREAS**, it is desired to transfer money from the Rural Services Fund to the Secondary Roads 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 \$2,450,000 is ordered to be transferred from the Rural Services Fund to the Secondary Road 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 24<sup>TH</sup> DAY OF APRIL, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Belt, to approve and authorize Board to sign **Resolution No. 30-2018**, a Resolution entitled: Resolution for Interfund Operating Transfer. Said Resolution is set out as follows:

**RESOLUTION NO. 30-2018**

**RESOLUTION FOR INTERFUND OPERATING TRANSFER**

**WHEREAS**, it is desired to transfer money from Fund 1610 Bond Series 2018, to Fund 0003 Gaming Fund; and

**WHEREAS**, said transfer is in accordance with Section 331.432, Code of Iowa.

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

**SECTION 1:** The sum of \$483,348.50 is ordered to be transferred from Fund 1610 Bond Series 2018, to Fund 003 Gaming Fund; and

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

**DATED THIS 24<sup>TH</sup> DAY OF APRIL, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

A. Salary Actions:

- 1) Buildings and Grounds – Payroll Status Change of Andrew Smith.
- 2) WIC – Payroll Status Change of Luz Collins.
- 3) Conservation – Payroll Status Change of Ryan Penney, Kristen Bieret.

B. Reports:

- 1) Sheriff’s Reports of Fees Disbursed and Collected for March 2018.

**5. ADJOURN**

Motion by Wichman, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:27 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: May 1, 2018  
PUBLISH: X

May 1, 2018

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

Motion by Drake, second by Schultz, to approve:

- A. April 24, 2018, Minutes as read.
- B. Renewal of Special Class C Liquor License (BW) (Beer/Wine), granting privileges of Class Be Native Wine Permit, Special Class C Liquor License (BW) (Beer/Wine); Sunday Sales for Lyle Ditmars d/b/a Ditmars Orchard and Vineyard, Council Bluffs.
- C. Sheriff – Extension of IOD for Deputy Pat Morgan.

UNANIMOUS VOTE. Motion carried.

2. SCHEDULED SESSIONS

Motion by Wichman, second by Schultz, to approve Dental Insurance renewal for FY 2018/19 with MetLife, for a 1.45% savings in premium costs. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve payment from Farm to Market to the Iowa DOT for Material Testing in the amount of \$543.01. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Wichman, to approve and authorize Board to sign **Resolution No. 31-2018**, a Resolution entitled: A Resolution to Improve Hunt Avenue from the End of Paving Easterly to 238<sup>th</sup> Street with Base Stabilization and Seal Coat Surfacing. Said Resolution is set out as follows:

**RESOLUTION NO. 31-2018**

**RESOLUTION TO IMPROVE HUNT AVENUE FROM THE END OF PAVING EASTERLY TO 238<sup>TH</sup> STREET WITH BASE STABILIZATION AND SEAL COAT SURFACING.**

**WHEREAS**, Pottawattamie County Ordinance 7.20.030.01.A “Surfacing” requires a Board of Supervisors resolution to change the surfacing type of a roadway; and

**WHEREAS**, the traffic on the road is such that the work is warranted; the work corrects an abrupt change in surface type; the work provides a logical termini; and funds exist to perform the work; and

**WHEREAS**, the Pottawattamie County Engineer recommends the existing gravel surface be upgraded from gravel to a seal coat with a stabilized base.

**NOW THEREFORE BE IT RESOLVED** by the Pottawattamie County Board of Supervisors, in session this 1<sup>st</sup> day of May, 2018, that the County Engineer be authorized to improve the following road segments to seal coat surfacing with a stabilized base:

- Hunt Avenue from the end of paving Easterly to 238<sup>th</sup> Street (approximately 17,565 feet).

**DATED THIS 1<sup>ST</sup> DAY OF MAY, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	○	○	○	○
_____ Scott A. Belt	○	○	○	○

_____	○	○	○	○
Justin Schultz				
_____	○	○	○	○
Marilyn Jo Drake				
_____	○	○	○	○
Tim Wichman				

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

RECOMMENDED: \_\_\_\_\_  
Pottawattamie County Engineer

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Wichman, to approve and authorize Chairman to sign Animal Control Services Agreement between the City of Oakland and Pottawattamie County. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Belt, to approve Job Descriptions for Public Health Nurse I, and Public Health Nurse II. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to go into Closed Session as allowed by Code of Iowa, Chapter 21.5(1)(j) for discussion and/or decision on the purchase or sale of particular real estate. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Drake, to go out of Closed Session. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

**3. OTHER BUSINESS**

Motion by Wichman, second by Schultz, to approve Notices of Disallowance of Homestead Tax Credits; Military Service Tax Exemptions; and Family Farm Tax Credits. UNANIMOUS VOTE. Motion carried.

**4. RECEIVED/FILED**

- A. Salary Actions:
  - 1) SW Iowa Juvenile Detention Center – Employment of Martha Pedro Juarez as Youth /corrections Worker.
- B. Out of State Travel Notifications, from the following Departments:
  - 1) Conservation.

**5. ADJOURN**

Motion by Wichman, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:58 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: May 8, 2018  
PUBLISH: X

**May 8, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members, except Hanafan present. Chairman Pro-Tem Wichman presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Schultz, second by Drake, to approve:

- A. May 1, 2018, Minutes as read.
- B. Publication of Claims Allowed for April 2018.
- C. Conservation – Employment of Lindsey Huntsman as Seasonal Naturalist Intern
- D. Conservation – Employment of Jared Mahoney as Seasonal Park Ranger Intern.
- E. Conservation – Employment of Kaylee Reynolds as Seasonal Naturalist Intern.
- F. Planning and Zoning – Employment of Jordan Gerardi as On-Call Animal Control Officer.
- G. Jail – Employment of Craig Formanek as Registered Nurse.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Schultz, second by Drake, to approve and authorize Chairman to sign CITIES Grant Award Agreement with City of Carson, for Project No. C1 2018 #15-A. UNANIMOUS VOTE. Motion Carried.

Motion by Schultz, second by Drake, to approve and authorize Chairman to sign CITIES Grant Award Agreement with City of Hancock for Project No. C1 2018 #15-B. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve and authorize Chairman to sign Agreement between MAPA and Pottawattamie County, Iowa for Contract 18POTT01 – Pottawattamie County CITIES Administration – Cities of Carson and Hancock projects. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve the Mental Health and Substance Abuse Network to return remaining funds in the amount of \$15,000.00 to gaming fund upon their dissolution of the Mental Health and Substance Abuse Network 501C3. UNANIMOUS VOTE. Motion carried.

**3. RECEIVED/FILED**

- A. Salary Actions:
  - 1) Board of Supervisors – Payroll Status Change of Melissa Joslin.
  - 2) Sheriff – Payroll Status Change of Anthony Kava.
  - 3) Attorney – Payroll Status Change of James Burger; Hope Rodarte; Stephanie Price.
  - 4) Treasurer – Payroll Status Change of Edward Kalick; Angela Christiansen; Mary Jo Turpen; Brandy Olsen.
  - 5) Communications – Payroll Status Change of Abby Fredrich; Elizabeth Cleveland; Kena Woods.
  - 6) Southwest Iowa Juvenile Detention Center – Job Reclassification of Michael Hess from Part-Time to Full-Time.
- B. Reports:
  - 1) EBS Monthly Receipt / Disbursement Report – Plan Year July 2017 through June 2018 (reporting period: through March 2018).
  - 2) Recorder’s Fee Book for April 2018.

C. Out of State Travel Notifications, from the following Departments:

- 1) Veteran Affairs.

**4. ADJOURN**

Motion by Schultz, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:35 AM.

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Tim Wichman, Chairman Pro-Tem

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: May 15, 2018

PUBLISH: X

**May 15, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Wichman, second by Drake to approve:

- A. May 8, 2018, Minutes as read.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Schultz, second by Drake, to open public hearing on proposed preliminary plat of Crestwood Acres Replat 1, a subdivision situated in Garner Township. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Wichman, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Wichman, to approve and authorize Board to sign **Planning and Zoning Resolution No. 2018-05**. Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-05**

WHEREAS, the proposed preliminary plat and supporting documents for Crestwood Acres Replat 1, a subdivision situated in Garner Township, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under Case #SUB-2018-03; and

WHEREAS, said Commission conducted a public hearing on April 16th, 2018, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

WHEREAS, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

WHEREAS, this Board conducted a public hearing on May 15th, 2018 in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

WHEREAS, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA: That the proposed preliminary plat of Crestwood Acres Addition Replat 1, be, and the same is hereby approved as the preliminary plat of said subdivision.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after

completion of all improvements and satisfaction of all requirements for final plats required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for its consideration.

**Dated this 15<sup>th</sup> day of May, 2018**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Wichman, to approve and award the contract for the First Floor Renovation Project to Prairie Construction for the \$306,000.00. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve Second Floor Renovation Change Orders for waste line repair for \$14,482.73 with Ray Martin Company. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve request for property tax suspension pursuant to Iowa Code Section 427.9, for property located at 19 South 21<sup>st</sup> Street, Council Bluffs, Iowa. UNANIMOUS VOTE. Motion carried.

Auditor Melvyn Houser and Chief Information Officer David Bayer came before the Board to discuss the need for scanning various County documents. This was a discussion only. No action was taken.

**3. OTHER BUSINESS**

Motion by Wichman, second by Schultz, to approve the appointment of Matt Wyant as the County’s representative on the Heartland 2050 Planning Committee. UNANIMOUS VOTE. Motion carried.

**4. RECEIVED/FILED**

**A. Salary Actions**

- 1) Jail – Payroll Status Change of Kyle Hackett; Jeremy Warren; and Garrett Lembke.
- 2) Conservation – Payroll Status Change of Cory Thomas; Samantha Stivers; and Jordan Degraaf.
- 3) Attorney – Payroll Status Change of Alicia Gehrmann.
- 4) SW Iowa Juvenile Detention Center – Employment of Daniel Hardcastle as Part-Time Youth Corrections Worker.

**5. ADJOURN**

Motion by Wichman, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:10 AM.

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Tom Hanafan, Chairman

ATTEST: 

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Melvyn Houser, County Auditor

APPROVED: May 22, 2018  
PUBLISH: X

**May 22, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present until 11:50 AM when Belt left meeting. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. May 15, 2018, Minutes as read.
- B. Conservation – Employment of Andrew Casson as Park Seasonal, effective May 21, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Schultz, to approve funding request by Avoca Main Street, Inc., in the amount of \$1,000.00 for 2018, to be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Jake Ferro, Assistant County Engineer, came before the Board to present the 2018 Annual PL-566 Structural Inspection Report. This was a discussion only. No action taken.

Motion by Belt, second by Drake, to approve adding Real Estate Specialist position to the Recorder's Office Structure effective July 1, 2018; and eliminating Clerk 2 position effective December 31, 2018. AYES: Drake, Belt, Schultz, Wichman. NAYS: Hanafan. Motion carried.

Motion by Schultz, second by Drake, to approve revised Mobile Device Policy, subject to future revisions. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve the posting of the Public Health positions. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

- A. Salary Actions:
  - 1) Recorder – Payroll Status Change of Jeanne Pfeiffer.
- B. Out of State Travel Notifications, from the following Departments:
  - 1) Veteran Affairs.

**5. ADJOURN**

Motion by Drake, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 12:08 PM.

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Tom Hanafan, Chairman

ATTEST:

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Becky Belt, Finance, Auditor's Office

APPROVED: June 5, 2018

PUBLISH: X

**June 5, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. May 22, 2018, Minutes as read.
- B. Planning and Zoning – Employment of Kaitlyn Murphy, as Recycling Center Attendant.
- C. Conservation – Employment of Ross White, as Park Aide at Arrowhead.
- D. Conservation – Employment of Hunter Ward, as Park Aide at Arrowhead.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Ken Taylor came before the Board to discuss the County's subdivision and permitting processes. This was a discussion only. No action taken.

Motion by Schultz, second by Drake, to approve and authorize Chairman to sign copy machine Lease Agreement with Bishop Business for the Planning and Zoning Department. UNANIMOUS VOTE. Motion carried.

Matt Wyant, Director of Planning and Zoning, came before the Board to discuss and for approval of the County entering into a Lease-Business Property for property at 600 South 4<sup>th</sup> Street, Suite 100, Council Bluffs. This agenda item died for lack of a second Motion.

Motion by Belt, second by Wichman, to approve the bid received by Papiro Roofing in the amount of \$22,083.97, to repair the storm damaged roof on the building located at 600 9<sup>th</sup> Avenue, Council Bluffs. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to approve the Second Floor Change Orders submitted in the amount of \$28,640.86 by HGM Associates, Inc. and Prairie Construction Company. UNANIMOUS VOTE. Motion carried.

Discussion was held between the Board and Jason Slack concerning the proposed renovations to the Recorder's Office. This was a discussion only. No action was taken.

Discussion was held between the Board, Jason Slack and Melvyn Houser concerning the proposed renovations to the Auditor's Office. This was a discussion only. No action was taken.

Motion by Belt, second by Schultz, to approve appointment of John Reynolds to the Magistrate Appointing Commission, to fill vacancy of Lynn Ford. Said term will end December 31, 2020. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve purchase of Stamped Warrants from Pigeon 2 and Pigeon 2 Sub 2 Drainage Districts in the amount not to exceed \$22,454.75, at the interest rate of 5%. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve and authorize Board to sign **Resolution No. 32-2018**, a Resolution entitled: Resolution for Re-Appropriation between Departments. Said Resolution is set out as follows:

**RESOLUTION NO. 32-2018**

**RESOLUTION FOR RE-APPROPRIATION BETWEEN DEPARTMENTS**

**WHEREAS**, it is desired to re-appropriate money from Case Management (Department 59) to MH-DD Services (Department 60); and

**WHEREAS**, said re-appropriation is in accordance with Section 331.434(6), Code of Iowa, and

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

**SECTION 1:** The sum of **\$250,000.00** is ordered to be re-appropriated from Case Management (Department 59) to MH-DD Services (Department 60); and

**SECTION 2:** The Auditor is directed to correct his/her books accordingly and to notify the Treasurer of this operating re-appropriation.

**Dated this 5<sup>th</sup> day of June, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

FY 2017-18 Pottawattamie County Budget Appropriations  
Original Appropriation June 13, 2017

DEPT #	DEPARTMENT NAME	CERTIFIED BUDGET 03/14/17	ORIGINAL Resolution 25-2017	AMENDMENT APPROP 3/7/18 Resolution 22-2018	Re-Appropriate 6/5/2018 Resolution 32-2018	Original Budget With Amendments	DEPT #
01	Board of Supervisors	10,365,078	10,365,078	677,480		11,042,558	01
02	Auditor	1,563,684	1,563,684			1,563,684	02
03	Treasurer	1,631,947	1,631,947			1,631,947	03
04	Attorney	3,041,291	3,041,291			3,041,291	04
05	Sheriff	7,765,631	7,765,631	135,000		7,900,631	05
06	Debt Service/Supervisors	2,972,408	2,972,408			2,972,408	06
07	Recorder	722,913	722,913			722,913	07
12	Medical Examiner	384,758	384,758			384,758	12
20	Secondary Roads	19,910,290	19,910,290			19,910,290	20
21	Veteran Affairs	421,414	421,414			421,414	21
22	Conservation	2,088,446	2,088,446			2,088,446	22
23	Physical Health & Education	1,103,700	1,103,700			1,103,700	23
24	General Assistance	167,622	167,622			167,622	24
25	DHS	422,300	422,300			422,300	25
27	Animal Control	171,722	171,722	28,000		199,722	27
29	Corrections-Jail	12,461,217	12,461,217	341,000		12,802,217	29
37	Communications-911	3,231,689	3,231,689			3,231,689	37
40	Unemployment--HR	40,000	40,000			40,000	40

50	Human Resources	330,329	330,329		330,329	50
51	Building and Grounds	1,374,471	1,374,471		1,374,471	51
52	Information Services	1,978,867	1,978,867		1,978,867	52
53	Planning & Development	1,420,905	1,420,905	251,000	1,671,905	53
54	GIS	281,971	281,971		281,971	54
57	Promise Partners	240,904	240,904	9,196	250,100	57
58	CD Treatment Services	5,040	5,040		5,040	58
59	Case Management	1,150,688	1,150,688	-250,000	900,688	59
60	Mental Health	2,161,787	2,161,787	250,000	2,411,787	60
99	Non Departmental	9,825,000	9,825,000	2,936,125	12,761,125	99
<b>TOTAL</b>		<b>87,236,072</b>	<b>87,236,072</b>	<b>4,377,801</b>	<b>0</b>	<b>91,613,873</b>

Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.

**3. OTHER BUSINESS**

Motion by Belt, second by Schultz, to approve payment of ISAC FY 2019 Member Dues in the amount of \$5,800.00, and FY 2019 Supervisors’ Dues in the amount of \$350.00. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve the authorization for Sheriff’s Reserve Deputy Matthew Corum to carry weapons in the line of duty. UNANIMOUS VOTE. Motion carried.

Sheriff Jeff Danker appeared and asked that discussion be held to update the Board on the Ponca Tribe Casino in Carter Lake. A Motion was made by Wichman and seconded by Belt to set aside the Agenda to discuss this matter. UNANIMOUS VOTE. Motion to set aside Agenda is so carried.

Discussion was then held, and Sheriff Jeff Danker updated the Board on commencement of construction of the Ponca Tribe Casino in Carter Lake, and the issue of security at the casino. This was a discussion only. No action was taken.

**4. RECEIVED/FILED**

A. Salary Actions:

- 1) Communications – Payroll Status Change of Kena Woods.
- 2) Jail – Payroll Status Change of Kyle Putnam; Cory Allen.
- 3) Planning and Zoning/Animal Control – Angela Rathbun.

B. Reports:

- 1) Sheriff’s Office Reports of Fees Collected and Fees Disbursed for March 31, 2018 – April 30, 2018.

**5. ADJOURN**

Motion by Drake, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:05 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: June 12, 2018  
PUBLISH: X

**June 12, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

## 1. CONSENT AGENDA

Motion by Drake, second by Schultz, to approve:

- A. June 5, 2018, Minutes as read.
- B. Sheriff – Job Reclassification of Robin Ambrose from Lieutenant to Chief Deputy.
- C. Attorney – Employment of Lyndze Olivas as Attorney I.
- D. Planning Department – Employment of Gerald Sorensen, Jr. as Part-Time Recycling Center Attendant.
- E. GIS – Employment of Evangelos Beardall as Part-Time/Intern.
- F. Publication of Claims Allowed for May 2018.
- G. 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)/Sunday Sales for Kum & Go LC d/b/a Kum & Go #23, Neola.
- H. Renewal of Class C Liquor License (LC) (Commercial), granting privileges of Class C Liquor License (LC) (Commercial)/Outdoor Service/Sunday Sales for Genevieve Stueve d/b/a Aeroplane Inn, Honey Creek.
- I. 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)/Sunday Sales to Fill R Up d/b/a Fill R Up, Council Bluffs.

UNANIMOUS VOTE. Motion carried.

## 2. SCHEDULED SESSIONS

Motion by Wichman, second by Belt, to canvass Primary Election, and to authorize Auditor to pay election costs. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve renewal of Workers' Compensation Insurance Plan for FY 2018/19 with Iowa Municipalities Workers' Compensation Association (IMWCA). UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve revision to Employee Handbook Section 401, regarding Insurance/Retirement Programs. UNANIMOUS VOTE. Motion carried.

Human Resources Director Mary Davis came before the Board on the proposed revisions to Employee Handbook Section 305, regarding the Mobile Device Policy. Motion was made by Wichman and seconded by Drake to approve said amendment, but was then rescinded. After further discussion was held, it was decided that a cost analysis needed to be done on this issue. This matter was therefore postponed until a cost analysis can be completed, at which time this matter will be revisited by the Board.

Human Resources Director Mary Davis came before the Board on the proposed revisions to the County's policy on Board and Commission Appointments. This was a discussion only. No action was taken.

Motion by Schultz, second by Drake, to approve and authorize Board to sign **Resolution No. 33-2018**, a Resolution entitled, A Resolution of the Board of Supervisors of Pottawattamie County Authorizing an Economic Development Grant to Advance Southwest Iowa Corporation to be Utilized for the Attraction of Pillar Technology, LLC to Council Bluffs, Iowa (Pottawattamie County). Said Resolution is set out as follows:

**RESOLUTION NO. 33-2018**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY AUTHORIZING AN ECONOMIC DEVELOPMENT GRANT TO ADVANCE SOUTHWEST IOWA CORPORATION TO BE UTILIZED FOR THE ATTRACTION OF PILLAR TECHNOLOGY, LLC TO COUNCIL BLUFFS, IOWA (POTTAWATTAMIE COUNTY).**

**WHEREAS**, Pillar Technology, LLC is a technology and software development company with its corporate address at 580 N. 4<sup>th</sup> Street, Suite 190, Columbus, Ohio; and

**WHEREAS**, Pillar Technology, LLC is considering expanding their operations in Iowa by leasing 8,000 SF of space at 4200 River's Edge Parkway, Building One - 3<sup>rd</sup> Floor, Council Bluffs, Iowa (Pottawattamie County) for the purpose of providing technology and software development services to companies in the region; and

**WHEREAS**, Pillar Technology, LLC will create 30 full-time jobs in Council Bluffs at an average wage rate of \$59.00 per hour plus benefits; and

**WHEREAS**, the project budget is \$1,840,000 for facility build-out and first three years of lease payments; and

**WHEREAS**, Pillar Technology, LLC has requested withholding tax credits from the State of Iowa under the Targeted Jobs Withholding Tax Credit Program; and

**WHEREAS**, the State of Iowa requires a 1:1 local match ratio for the \$500,248 of State funds that are being allocated to this project recognizing that the local match funds may come from either private or public funds;; and

**WHEREAS**, it is in the opinion of the Board of Supervisors of Pottawattamie County that it would be in the best interest of the citizens of Pottawattamie County to support the Pillar Technology, LLC project; and

**WHEREAS**, Pottawattamie County will be receiving an economic development grant from a private foundation in the amount of \$250,000 to support the project; and

**WHEREAS**, Advance Southwest Iowa Corporation is requesting that Pottawattamie County match that private grant with a contribution in the amount of \$250,000 for a total county contribution of \$500,000 to be allocated for the Pillar Technology, LLC project; and

**WHEREAS**, the City is also contributing \$250,000 to the local match required for the Pillar Technology, LLC project;

**WHEREAS**, all project funds contributed for the Pillar Technology, LLC project will be distributed and governed by Advance Southwest Iowa Corporation on behalf of Pillar Technology, LLC; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY as follows:**

**Section 1.0** That the Board of Supervisors of Pottawattamie County declares that Pillar Technology, LLC is an eligible business for economic development funding.

**Section 2.0** The Board of Supervisors of Pottawattamie County approves and supports Pillar Technology, LLC’s requests for state assistance through the Targeted Withholding Tax Credit Program including the diversion of withholding taxes to be granted back to the company for qualifying project expenditures.

**Section 3.0** That the Advance Southwest Iowa Corporation shall provide a copy of this resolution to the Iowa Economic Development Authority.

**Section 4.0** The Chairman of the Board of Supervisors of Pottawattamie County is hereby authorized to take such further actions as are deemed necessary in order to carry into effect the provisions of this Resolution including the signing of certain agreements relating to the project.

**Section 5.0** The provisions of this Resolution shall be governed by the laws of the State of Iowa.

**Section 6.0** That all resolutions and parts thereof in conflict therewith are hereby repealed to the extent of such conflict.

**Section 7.0** That the provisions of this Resolution are hereby declared to be separable and if any section, phrase, or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases and provisions hereof.

**Section 8.0** That the approval of the Targeted Jobs Withholding Tax Credit Program benefits are contingent upon the company meeting all applicable City codes and ordinances.

**Section 9.0** That this Resolution shall become effective immediately upon passage and approval.

**Dated this 12<sup>th</sup> Day of June, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Matt Wyant, Director of Planning and Zoning, came before the Board to discuss the space needs for the Public Health Department. Possible locations for the office were discussed, as well as the costs associated with each location. At the conclusion of the discussion, a Motion was made by Drake, and seconded by Schultz, to approve and authorize Chairman to sign Lease-Business Property with Weltel, LLC for property located at 600 South 4<sup>th</sup> Street, Suite 100, Council Bluffs, for the office space needs of the Public Health Department. Said Lease will commence

August 1, 2018, and will initially be for a two year period. AYES: Drake, Belt, Hanafan, Schultz. NAYS: Wichman. Motion carried.

**3. OTHER BUSINESS**

Motion by Drake, second by Wichman, to approve payment of FY 2018/2019 Iowa Drainage District Association dues, and County Mutual Protect (Optional) dues. AYES: Drake. NAYS: Belt, Hanafan, Schultz, Wichman. Motion denied.

**4. RECEIVED/FILED**

A. Salary Actions:

- 1) SW Iowa Juvenile Detention – Employment of Dwaine Atwood as Part-Time Youth Corrections Worker.
- 2) Sheriff – Payroll Status Change of Mike Hansen.
- 3) Secondary Roads – Payroll Status Change of Ken Wilcox, Nick McCoid, Mitch Rollins, Josh Reynolds, Zach Lairmore, Kevin Ausdemore.
- 4) Jail – Payroll Status Change of Jeremy Harker, Amber Roberts, Keevan Buckingham.

**5. ADJOURN**

Motion by Drake, second by Belt, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:44 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: June 19, 2018

PUBLISH: X

**June 19, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. June 12, 2018, Minutes as read.
- B. WIC – Employment of Ashlee Brooks, as Part-Time Breastfeeding Peer Counselor.
- C. Conservation – Employment of John Huebscher, as Part-Time EE Day Hire.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Schultz, to open public hearing on proposed Preliminary Plat of Royal Dell Replat, a subdivision situated in Garner Township. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Schultz, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Drake, to approve and authorize Board to sign Planning and Zoning Resolution No. 2018-07. Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-07**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Royal Dell Replat**, a subdivision situated in **Garner Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2018-04**; and

**WHEREAS**, said Commission conducted a public hearing on **May 21<sup>st</sup>, 2018**, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

**WHEREAS**, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on **June 19<sup>th</sup>, 2018** in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the proposed preliminary plat of **Royal Dell Replat**, be, and the same is hereby approved as the preliminary plat of said subdivision.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after completion of all improvements and satisfaction of all requirements for final plats

required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for its consideration.

PASSED AND APPROVED June 19<sup>th</sup>, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Wichman, to approve final plat of Crestwood Acres Addition Replat 1, and to approve and authorize Board to sign **Planning and Zoning Resolution No. 2018-06**. Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-06**

**WHEREAS**, this Board had approved the preliminary plat of **Crestwood Acres Replat 1**, a subdivision situated in **Garner Township**, by approval of Planning and Zoning Resolution No. **2018-05**, dated **May 15<sup>th</sup>, 2018**; and

**WHEREAS**, the final plat and supporting documents required by Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, has been filed with this Board for its study and consideration under **Case #SUB-2018-03**; and

**WHEREAS**, this Board has examined the final plat and has found it is in substantial compliance with the approved preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on **May 15<sup>th</sup>, 2018** in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the final plat and supporting documents conform to the requirements of Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and it has deemed it to be in the best interest of Pottawattamie County, Iowa, to approve the final plat.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the final plat of **Crestwood Acres Addition Replat 1**, be, and the same is hereby approved as the preliminary plat of said subdivision.

And that the Chairman of the Board of Supervisors is hereby authorized to enter such approval upon said final plat.

PASSED AND APPROVED June 19<sup>th</sup>, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

John Torbert, Executive Director of Iowa Drainage District Association came before the Board to present the Annual Report of the Iowa Drainage District Association. This was a discussion only. No action was taken.

Motion by Belt, second by Drake, to award Contract and approve Bond to Western Engineering in the amount of \$2,014,246.15 for Project –STP-S-CO78(197)-5E-78, for HMA Resurfacing with Milling on County Road L52, from State Hwy 6 North 6.5 Miles to G30. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve the date to receive and open bids for culvert materials for July 17, 2018, at 10:00 AM. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve Agreement to donate Right of Way (ROW) real estate for Eastern Hills Drive – State Orchard Road Project to the City of Council Bluffs. UNANIMOUS VOTE. Motion carried.

Engineer John Rasmussen came before the Board to discuss and request approval of the Re-Organizational Structure of the Secondary Roads Department, by discontinuing PG218, and increasing PG217 by 5.75%. Motion was made by Drake for approval, but there was no second. This matter was discussed further, and no action was taken by the Board at this time.

Engineer John Rasmussen came before the Board to discuss and request approval of his Employment Contract, for a two year term, from July 1, 2018, through June 30, 2020. Discussion was had, and no action was taken by the Board at this time.

Motion by Belt, second by Wichman, to approve updated HIPAA policies and procedures. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve and authorize Board to sign **Resolution No.34-2018**, a Resolution entitled: Appropriations Resolution. Said Resolution is set out as follows:

**RESOLUTION NO. 34-2018**

**APPROPRIATIONS RESOLUTION**

**WHEREAS**, it is desired to make appropriations for each of the different officers and departments for the fiscal year beginning **July 1, 2018**, in accordance with Section 331.434, Subsection 6, Code of Iowa.

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

**SECTION 1:** The amounts itemized by fund and by department or office on the attached Schedule, are hereby appropriated from the resources of each fund so itemized, to the department or office listed in the first column on the same line of the attached Schedule.

**SECTION 2:** Subject to the provisions of other County procedures and regulations, and applicable State Law, the appropriations under Section 1 shall constitute authorization for the department or officer to make expenditures or incur obligations from the itemized fund, effective **July 1, 2018**.

**SECTION 3:** In accordance with Section 331.437, Code of Iowa, no department or office shall expend or contract to expend any money or incur any liability, or enter into the contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

**SECTION 4:** If any time during the **2018-2019** Budget Year the Auditor ascertains that the available resources of a fund for that year will be less than said fund's total appropriations, the Auditor shall immediately so inform the Board and recommend appropriate corrective action.

**SECTION 5:** The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and the unencumbered balance. The Auditor shall report the status of such accounts to the applicable departments and officers as prescribed by law or as otherwise required and determined within reasonable limits during the **2018-2019** Budget Year.

**SECTION 6:** All appropriations authorized in accordance with this resolution lapse, **June 30, 2019**.

**Dated this 19<sup>th</sup> day of June, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

FY 2018-2019 Pottawattamie County Budget Appropriations  
Original Appropriation June 19, 2018

DEPT #	DEPARTMENT NAME	CERTIFIED BUDGET 03/7/18	ORIGINAL 6/19/2018 Resolution 34-2018	Original Budget With Amendments	DEPT #
01	Board of Supervisors	10,182,087	10,182,087	10,182,087	01
02	Auditor	1,708,865	1,708,865	1,708,865	02
03	Treasurer	1,614,029	1,614,029	1,614,029	03
04	Attorney	3,110,124	3,110,124	3,110,124	04
05	Sheriff	7,806,501	7,806,501	7,806,501	05
06	Debt Service/Supervisors	3,023,908	3,023,908	3,023,908	06
07	Recorder	794,364	794,364	794,364	07
12	Medical Examiner	373,559	373,559	373,559	12
20	Secondary Roads	19,796,790	19,796,790	19,796,790	20
21	Veteran Affairs	431,277	431,277	431,277	21
22	Conservation	2,087,557	2,087,557	2,087,557	22
23	Physical Health & Education	499,634	499,634	499,634	23
24	General Assistance	168,023	168,023	168,023	24
25	DHS	440,800	440,800	440,800	25
27	Animal Control	176,209	176,209	176,209	27
29	Corrections-Jail	12,834,234	12,834,234	12,834,234	29
37	Communications-911	3,361,353	3,361,353	3,361,353	37
38	Environmental Health	654,235	654,235	654,235	38
40	Unemployment--HR	40,000	40,000	40,000	40
48	WIC	667,500	667,500	667,500	48
50	Human Resources	435,368	435,368	435,368	50
51	Building and Grounds	1,408,126	1,408,126	1,408,126	51
52	Information Services	1,884,106	1,884,106	1,884,106	52
53	Planning & Development	674,065	674,065	674,065	53
54	GIS	366,156	366,156	366,156	54
57	Promise Partners	308,000	308,000	308,000	57
58	CD Treatment Services	7,500	7,500	7,500	58
59	Case Management	325,000	325,000	325,000	59
60	Mental Health	2,165,981	2,165,981	2,165,981	60
99	Non Departmental	12,567,500	12,567,500	12,567,500	99
				0	
	<b>TOTAL</b>	<b>89,912,851</b>	<b>89,912,851</b>	<b>89,912,851</b>	

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Schultz, to approve and authorize Board to sign **Resolution No. 35-2018**, a Resolution entitled: Resolution for Interfund Operating Transfer. Said Resolution is set out as follows:

**RESOLUTION NO. 35-2018**

**RESOLUTION FOR INTERFUND OPERATING TRANSFER**

**WHEREAS**, it is desired to transfer money from Fund #2180 Bond Series 2013A Debt Fund to Fund #2210 Bond Series 2018 Debt Fund; and

**WHEREAS**, it is desired to transfer money from Fund #2195 Bond Series 2018 Debt Fund to Fund 2210 Bond Series 2018 Debt Fund; and

**WHEREAS**, it is desired to transfer any residual collections during June, 2018 from and to the above Debt Funds; and

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

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

**SECTION 1:** The sum of \$29,879.28 is ordered to be transferred from Fund #2180 Bond Series 2013A Debt Fund to Fund #2210 Bond Series 2018 Debt Fund; and

**SECTION 2:** The sum of \$318,687.31 is ordered to be transferred from Fund #2195 Bond Series 2018 Debt Fund to Fund 2210 Bond Series 2018 Debt Fund; and

**SECTION 3:** Any residual collections during June, 2018, is ordered to be transferred from / to the above funds set out in Section 1 and 2; and

**SECTION 4:** The Auditor is directed to correct his/her books accordingly and to notify the Treasurer of this operating transfers.

**Dated this 19<sup>th</sup> day of June, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Wichman, to approve and authorize Board to sign **Resolution No. 36-2018**, a Resolution entitled: Fourth Quarter 2017-2018 Transfer to Secondary Roads Fund. Said Resolution is set out as follows:

**RESOLUTION NO. 36-2018**

**RESOLUTION FOR FOURTH QUARTER 2017-2018 TRANSFER TO SECONDARY ROADS FUND**

**WHEREAS**, it is desired to transfer money from the Rural Services Fund to the Secondary Roads 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 \$1,225,000.00 is ordered to be transferred from the Rural Services Fund to the Secondary Road 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 19<sup>th</sup> day of June, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scott A. Belt				
_____	<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"/>
Marilyn Jo Drake				
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tim Wichman				

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Belt, to approve and authorize Board to sign **Resolution No. 37-2018**, a Resolution entitled: 2017-2018 Interfund Transfer to Secondary Roads Fund. Said Resolution is set out as follows:

**RESOLUTION NO. 37-2018**

**RESOLUTION FOR 2017-2018 INTERFUND TRANSFER TO SECONDARY ROADS FUND**

**WHEREAS**, it is desired to transfer money from the LOT Secondary Roads Fund to Secondary Roads 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 \$2,200,000.00 is ordered to be transferred from the LOT Secondary Roads Fund to the Secondary Road 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 19<sup>th</sup> day of June, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tom Hanafan, Chairman				
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scott A. Belt				
_____	<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"/>
Marilyn Jo Drake				
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tim Wichman				

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

**4. RECEIVED/FILED**

**A. Reports**

- 1) Recorder’s Fees Book for May 1, 2018 – May 31, 2018
- 2) Sheriff’s Reports of Fees Collected and Fees Disbursed for May 1, 2018 – May 31, 2018.

**5. ADJOURN**

Motion by Wichman, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:40 AM.

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Tom Hanafan, Chairman

ATTEST: 

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Melvyn Houser, County Auditor

APPROVED: June 26, 2018

PUBLISH: X

**June 26, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. June 19, 2018, Minutes as read.
- B. Secondary Roads – Rex Hiller transfer from Maintenance Worker II in Buildings and Grounds, to Truck Driver/Laborer in Secondary Roads, effective June 19, 2018.
- 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)/Sunday Sales for Casey's Marketing Company d/b/a Casey's General Store #3205, Council Bluffs.
- D. Renewal of Iowa Retail Permit Applications for Cigarette/Tobacco/Nicotine/Vapor for: Casey's Marketing Company d/b/a Casey's General Store #3204, Minden; Casey's Marketing Company d/b/a Casey's General Store #3205, Council Bluffs; Fill R Up Inc., Council Bluffs; Kum & Go #23, Neola; and The Mile Away, Council Bluffs.
- E. Planning and Zoning – Employment of Maria Torres as Part-Time Recycling Center Attendant.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Paula Hazelwood, Executive Director of Advance Southwest Iowa Corporation came before the Board with an update on Advance Southwest Iowa Corporation's quarterly activity and initiatives. This was a discussion only. No action taken.

GIS Coordinator Jamie Petersen came before the Board with an update on the Census mapping projects. Discussion was held. No action was taken.

Motion by Schultz, second by Wichman, to approve and authorize Chairman to sign the Master Services Agreement, Statement of Work – Managed Services Offering, and Statement of Work–Software, between KELTEK, Inc. and Pottawattamie County IT, for the Sheriff's Office Arbitrator Video System. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve Greg Barntsen's Application for Use of Pottawattamie County Grounds for Bible Reading on July 14, 2018, in the grassy area East of County Annex Building, and West of the Squirrel Cage Jail. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve and authorize Chairman to sign Law Enforcement Contracts for FY 2018/19 between Pottawattamie County and the City of Avoca, City of Carson, City of Crescent, City of Hancock, City of Macedonia, City of McClelland, City of Minden, City of Neola, City of Oakland, City of Treynor, City of Underwood, City of Walnut. UNANIMOUS VOTE. Motion carried.

Darlene McMartin, Administrator of Veteran Affairs Commission; Phil Jacob, Chairman of the Veteran Affairs Commission; and other Commissioners of the Veteran Affairs came before the Board to discuss increasing the Veteran Affairs Commission from a three member Board to a five member board; and to discuss appointments to the Commission. This was a discussion only. No action was taken.

### 3. OTHER BUSINESS

The Board discussed current drainage issues within the County, specifically at the residence located at 15779 State Orchard Road, Council Bluffs. The homeowner and family members were present for this meeting, and the issues of the homeowner's health and safety were discussed. DNR Rules were discussed, and getting West Pottawattamie County Soil and Water Conservation involved in this issue. The County Engineer was present, and stated that he has been in contact with the City Engineer. This was a discussion only. No action was taken.

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

### 4. RECEIVED/FILED

#### A. Salary Actions:

- 1) Jail – Payroll Status Change of Taylor Thomas.
- 2) Sheriff – Payroll Status Change of Jeremy Block.
- 3) Communications – Veronica Ross.
- 4) Attorney - Stephanie Price.

#### B. Out of State Travel Notifications:

- 1) Board of Supervisors.

### 5. ADJOURN

Motion by Wichman, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:42 AM.

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Tom Hanafan, Chairman

ATTEST:

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Becky Belt, Finance, Auditor's Office

APPROVED: July 2, 2018

PUBLISH: X

**June 29, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 1:30 PM. All members, except Hanafan present. Chairman Pro-Tem Wichman presiding.

PLEDGE OF ALLEGIANCE

**1. SCHEDULED SESSIONS**

Motion by Schultz, second by Belt, to approve renewal of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Desoto Bend Mini Mart, Missouri Valley. UNANIMOUS VOTE. Motion carried.

**2. ADJOURN**

Motion by Drake, second by Belt, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 1:34 PM.

\_\_\_\_\_  
Tim Wichman, Chairman Pro-Tem

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

APPROVED: July 2, 2018

PUBLISH: X

**July 2, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 6:00 PM at Camp Hitchcock Nature Center. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. June 26, 2018, Minutes as read.
- B. Renewal of Class C Native Wine (WCN) Liquor License, granting privileges of Class C Native (Wine) WCN)/Outdoor Service/Sunday Sales to Pioneer Trail Orchard and Pumpkin d/b/a Pioneer Trail Orchard and Pumpkin Patch, Council Bluffs.
- C. Engineer/Secondary Roads – Employment of Kyle Schroeder, as Full-Time Truck Driver/Laborer.
- D. WIC – Employment of Wendy Kritenbrink, as Part-Time WIC Dietician.
- E. Planning and Zoning – Employment of Paula Good, as Part-Time Clerk II.
- F. Recorder – Employment of Kathie Kallas, as Full-Time Real Estate Specialist.

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Schultz, to approve and authorize Chairman to sign letter form of agreement with HGM Associates, Inc., for engineering, architectural and surveying services for 4,000 square foot Recycling Center Building in Oakland, Iowa. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve and authorize \$10.00 copay for chiropractor services for FY 2018/19. UNANIMOUS VOTE. Motion carried.

County Engineer John Rasmussen came before the Board to discuss the preliminary plans and cost estimate for the proposed G30 Connector Project. Topics that were discussed were as follows: Benefits of the project, Challenges, Minimizing Right of Way Impact, Maintaining a 55 MPH Design Speed, Utilize Existing Infrastructure, Control of Costs, Alignment Development, Alignment Funding, Closing the Gap, and Engineer Rasmussen's Recommendation. After discussing this matter and hearing from members of the public on this road proposal, a Motion was made by Schultz, and seconded by Belt to deny the G30 Connector Project as proposed, as the cost of the project came in too high, and funding was not available at this time. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion Carried.**

**3. RECEIVED/FILED**

- A. Salary Actions:
  - 1) WIC – Payroll Status Change of Blanca Perez
- B. Reports:
  - 1) EBS Monthly Receipt / Disbursement Report – Plan Year July 2017 through June 2018 (reporting period: through May 2018).

**4. ADJOURN**

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

THE BOARD ADJOURNED SUBJECT TO CALL AT 6:43 PM.

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Tom Hanafan, Chairman

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

APPROVED: July 10, 2018  
PUBLISH: X

**July 10, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members, except Belt and Schultz present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Wichman, second by Drake, to approve:

- A. July 2, 2018 , Minutes as read.
- B. Publication of Claims Allowed for June 2018.
- C. Planning / Public Health Division – Employment of Cecilia Carman as Public Health Nurse 2, effective July 10, 2018.
- D. Engineer / Secondary Roads – Employment of Kyle Schroeder as Truck Driver/Laborer, effective July 2, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Wichman, to approve and authorize Chairman to sign agreement with Cox Communication for Internet service to Public Health building. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve and authorize Chairman to sign Business Associate Agreement with Iowa Counties Technology Services. UNANIMOUS VOTE. Motion carried.

Buildings and Grounds Director Jason Slack came before the Board with an update on the 1<sup>st</sup> and 2<sup>nd</sup> floor Renovation Projects. This was a discussion only. No Action Taken.

Motion by Wichman, second by Drake, to approve and award the bid for carpet replacement on the second floor to Kelly's Carpet for the bid \$53,026.49. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Drake, to approve and award the bid for painting of the second floor to Dicenso Painting for the amount of \$14,435.00. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to adjourn until 10:00 AM.

The Board reconvened at 10:00 AM, and at that time a Motion was made by Drake, and seconded by Wichman, to approve opening bids for Property Maintenance Code Violation Abatements and Destruction of Noxious Weeds; and to set bid award date for Tuesday, July 17, 2018. UNANIMOUS VOTE. Motion carried.

Medical Examiner Christopher J. Elliott, MD, and Chief Medical Examiner Investigator Cheri Dahlheim came before the Board with an update on the Medical Examiner's Office. This was a discussion only. No Action Taken.

**3. RECEIVED/FILED**

- A. Salary Actions:
  - 1) Secondary Roads – Payroll Status Change of Shawn Bluml, Greg Roush.
  - 2) Sheriff's Office – Payroll Status Change of Marc Freeman, Jahn Kirlin.
  - 3) Communications – Payroll Status Change of Torie Brummett.
  - 4) Jail – Payroll Status Change of Tomas Desantiago.

B. Out of State Travel Notifications:

1) Auditor's Office.

**4. ADJOURN**

Motion by Wichman, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:21 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: July 17, 2018

PUBLISH: X

**July 17, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Wichman, second by Drake, to approve:

- A. July 10, 2018 , Minutes as read.
- B. Planning/Public Health Division – Employment of Angela Walker as Public Health Nurse 1, effective July 24, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Belt, to approve the bid award for Property Maintenance Code Violation Abatements and Destruction of Noxious Weeds to Gunderson Law Care, as follows: Mowing greater than 10,000 sq. ft. at \$.007; Mowing less than 10,000 sq. ft. at \$.009; Per hour rate for debris removal at \$30.00; Per hour rate for skid steer at \$130.00; Per hour rate for front end loader at \$275.00; Securement per window at \$72.00; Securement per door at \$82.00; Securement per garage door at \$160.00; Weed spraying greater than 10,000 sq. ft. at \$.006; Weed spraying less than 10,000 sq. ft. at \$.008; and Minimum job price for minor work at \$60.00. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Wichman, to approve Job Description of Safety Coordinator, and the posting of said job description. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz , to approve the revised language for employment contracts. AYES: Drake, Hanafan; NAYS: Belt, Schultz, Wichman. Motion Denied

**3. OTHER BUSINESS**

Motion by Schultz, second by Belt, to approve Application for Use of Pottawattamie County Grounds by Kellie Evans for Iowa 99 County Bible Reading Marathon from August 6, 2018, through August 11, 2018. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve Business Property Tax Credit and Disabled Veteran Homestead Applications. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve Allowed and Disallowed Homestead and Military Credit Applications. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve Employment Agreement of Doug Uhlig, Director of the Southwest Iowa Juvenile Detention Center, for July 1, 2018 – June 30, 2019. UNANIMOUS VOTE. Motion carried.

**4. RECEIVED/FILED**

A. Salary Actions:

- 1) GIS – Payroll Status Change of Jamie Petersen.
- 2) Community Services – Payroll Status Change of Molly Brown.
- 3) Conservation – Payroll Status Change of Kaylee Reynolds, Lindsey Huntsman, Jared Mahoney.
- 4) Communications – Payroll Status Change of Kena Woods.

B. Reports:

- 1) Recorder's Fee Book for June 2018.

**5. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:35 AM.

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Tom Hanafan, Chairman

ATTEST:

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Becky Belt, Finance, Auditor's Office

APPROVED: July 24, 2018

PUBLISH: X

**July 24, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 A.M. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. July 17, 2018, Minutes as read.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Drake, to approve job description and the posting of the position, request Advance Southwest Iowa Corporation to develop partnership agreement for review. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Buildings and Grounds Director Jason Slack, and Dean Fajen, Project Manager with HGM Associates, Inc., came before the Board and discussed the HGM Engineering Fees for the basement, 1<sup>st</sup> and 2<sup>nd</sup> Floor Renovation projects. This was a discussion only. No action taken.

Motion by Belt, second by Drake, to approve the hiring of an electrician to fill the vacant position in Buildings and Grounds. UNANIMOUS VOTE. Motion carried.

Sheriff Danker and Communications Director Bob Andersen came before the Board on an update to Orion Radio's Group's commitment to add Sarpy County. This was a discussion only. No action was taken.

Motion by Belt, second by Schultz, to approve and authorize Chairman to sign MAPA / Pottawattamie County GIS contract for GIS services. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve the creation of an Office Assistant position at a pay grade of 515 for the IT Department. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Motion by Belt, second by Schultz, to approve and authorize Chairman to sign Iowa West Foundation Initiative Agreement for the \$250,000 Grant Award in Project No. C2-2018, to allow for the County to promote and support economic development opportunities. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve and authorize Chairman to sign Iowa Economic Development Community Development Block Grant (CDBG) Program Grant, Contract Number 18-DTR-004, in the amount of \$500,000. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve Pottawattamie County Treasurer's Semi Annual Report for January 1, 2018 – June 30, 2018. UNANIMOUS VOTE. Motion carried.

**4. RECEIVED/FILED**

**A. Salary Actions:**

- 1) Planning and Zoning – Payroll Status Change of Pamela Kalstrup.
- 2) Animal Control / Planning – Payroll Status Change of Angela Rathburn.
- 3) Jail – Payroll Status Change of Marlys Martin, Philip Witte, Austin Frain.
- 4) Auditor – Payroll Status Change of Marilyn Kennedy.

**B. Reports:**

- 1) Sheriff's Reports of Fees Collected and Disbursed for June 1, 2018 – June 29, 2018.

**C. Out of State Travel Notification:**

- 1) County Attorney's Office.

**5. ADJOURN**

Motion by Belt, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:13 AM.

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Tom Hanafan, Chairman

ATTEST:

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Becky Belt, Finance, Auditor's Office

APPROVED: July 31, 2018

PUBLISH: X

**July 31, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 A.M. All members, except Hanafan present. Chairman Pro-Tem Wichman presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Belt, second by Drake, to approve:

- A. July 24, 2018, Minutes as read.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Belt, second by Schultz, to approve and authorize Board to sign **Resolution No. 38-2018**, a Resolution 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 2018 Byrne Justice Assistance Grant Program Award. Said Resolution is set out as follows:

**RESOLUTION NO. 38-2018**

**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 2018 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 2018 JAG funds.

**Dated this 31<sup>st</sup> day of July, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: **AYES: Drake, Belt, Wichman, Schultz. Motion carried.**

Motion by Belt, second by Drake, to approve Dream Playground Reimagined funding in the amount of \$5,000.00. Said funds are to be paid out of the Gaming Fund. AYES: Drake, Belt, Wichman. ABSTAIN: Schultz. Motion carried.

Emergency Management Specialist Michell Bose came before the Board to discuss and give an update on water issues in Pottawattamie County. This was a discussion only. No action taken.

### **3. OTHER BUSINESS**

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

### **4. RECEIVED/FILED**

#### **A. Salary Actions**

- 1) Communications – Payroll Status Change of Eric Wallner.
- 2) SWI Juvenile Detention – Employment of Jacob Barents as Part-Time Youth Corrections Worker.
- 3) Secondary Roads – Payroll Status Change of Gary Feigenbutz, Lisa Nelsen.
- 4) Sheriff – Payroll Status Change of Jason LeMaster, Steve Winchell, Aaron Pattee.
- 5) Jail – Payroll Status Change of Grant Gilliam, Shelbie Harris, David Button, Corey Little, Chasity Christi.
- 6) Emergency Management – Payroll Status Change of Michael Bertacini.
- 7) Planning and Development – Payroll Status Change of Maria Sieck.
- 8) Attorney – Payroll Status Change of Margaret Reyes, Brett Wessels.

#### **B. Reports**

- 1) EBS Monthly Receipt / Disbursement Report – Plan Year July 2017 through June 2018 (reporting period: through June 2018).

#### **C. Notice of Out of State Travel:**

- 1) Attorney's Office.
- 2) Communications.

### **5. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:33 AM.

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Tim Wichman, Chairman Pro-Tem

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: August 7, 2018

PUBLISH: X

**August 7, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. July 31, 2018, Minutes as read.
- B. Renewal of Class E Liquor License (LE), granting privileges of Class B Native Wine Permit/Class C Beer Permit (Carryout Beer)/Class E Liquor License (LE)/Sunday Sales for Casey's Marketing Company d/b/a Casey's General Store #3204, Council Bluffs.
- C. Buildings and Grounds – Employment of Tammy Bockert as Jail Custodian, effective August 1, 2018.
- D. Sheriff's Office – Employment of Heather Holstein-Bukovich as Crime Scene Technician, effective August 27, 2018.
- E. Sheriff's Office – Employment of Douglas Kelsey as Deputy – Road, effective August 14, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Schultz, second by Drake, to approve and authorize Board to sign Resolution No. **Resolution No. 39-2018 (Amending Resolution No. 33-2018)**, entitled A Resolution of the Board of Supervisors of Pottawattamie County Authorizing an Economic Development Grant to Advance Southwest Iowa Corporation to be Utilized for the Attraction of Pillar Technology, LLC to Council Bluffs, Iowa (Pottawattamie County). Said Resolution is set out as follows:

**RESOLUTION NO. 39-2018  
(Amendment of Resolution No. 33-2018)**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY AUTHORIZING AN ECONOMIC DEVELOPMENT GRANT TO ADVANCE SOUTHWEST IOWA CORPORATION TO BE UTILIZED FOR THE ATTRACTION OF PILLAR TECHNOLOGY, LLC TO COUNCIL BLUFFS, IOWA (POTTAWATTAMIE COUNTY).**

**WHEREAS**, Pillar Technology, LLC is a technology and software development company with its corporate address at 580 N. 4<sup>th</sup> Street, Suite 190, Columbus, Ohio; and

**WHEREAS**, Pillar Technology, LLC is considering expanding their operations in Iowa by leasing 8,000 SF of space at 4200 River's Edge Parkway, Building One - 3<sup>rd</sup> Floor, Council Bluffs, Iowa (Pottawattamie County) for the purpose of providing technology and software development services to companies in the region; and

**WHEREAS**, Pillar Technology, LLC will create 30 full-time positions in Council Bluffs that pay an hourly wage rate that meets the minimum wage threshold requirement of the State of Iowa's Targeted Jobs Program;

**WHEREAS**, the project budget is \$1,840,000 for facility build-out and first three years of lease payments; and

**WHEREAS**, Pillar Technology, LLC has requested withholding tax credits from the State of Iowa under the Targeted Jobs Withholding Tax Credit Program; and

**WHEREAS**, the State of Iowa requires a 1:1 local match ratio for the \$500,248 of State funds that are being allocated to this project recognizing that the local match funds may come from either private or public funds;; and

**WHEREAS**, it is in the opinion of the Board of Supervisors of Pottawattamie County that it would be in the best interest of the citizens of Pottawattamie County to support the Pillar Technology, LLC project; and

**WHEREAS**, Pottawattamie County will be receiving an economic development grant from a private foundation in the amount of \$250,000 to support the project; and

**WHEREAS**, Advance Southwest Iowa Corporation is requesting that Pottawattamie County match that private grant with a contribution in the amount of \$250,000 for a total county contribution of \$500,000 to be allocated for the Pillar Technology, LLC project; and

**WHEREAS**, the City is also contributing \$250,000 to the local match required for the Pillar Technology, LLC project; and

**WHEREAS**, all project funds contributed for the Pillar Technology, LLC project will be distributed and governed by Advance Southwest Iowa Corporation on behalf of Pillar Technology, LLC.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, as follows:**

**Section 1.0** That the Board of Supervisors of Pottawattamie County declares that Pillar Technology, LLC is an eligible business for economic development funding.

**Section 2.0** The Board of Supervisors of Pottawattamie County approves and supports Pillar Technology, LLC’s requests for state assistance through the Targeted Withholding Tax Credit Program including the diversion of withholding taxes to be granted back to the company for qualifying project expenditures.

**Section 3.0** That the Advance Southwest Iowa Corporation shall provide a copy of this resolution to the Iowa Economic Development Authority.

**Section 4.0** The Chairman of the Board of Supervisors of Pottawattamie County is hereby authorized to take such further actions as are deemed necessary in order to carry into effect the provisions of this Resolution including the signing of certain agreements relating to the project.

**Section 5.0** The provisions of this Resolution shall be governed by the laws of the State of Iowa.

**Section 6.0** That all resolutions and parts thereof in conflict therewith are hereby repealed to the extent of such conflict.

**Section 7.0** That the provisions of this Resolution are hereby declared to be separable and if any section, phrase, or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases and provisions hereof.

**Section 8.0** That the approval of the Targeted Jobs Withholding Tax Credit Program benefits are contingent upon the company meeting all applicable City codes and ordinances.

**Section 9.0** That this Resolution shall become effective immediately upon passage and approval.

**Dated this 7<sup>th</sup> day of August, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



**August 14, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. August 7, 2018 , Minutes as read.
- B. Publication of Claims Allowed for July 2018.
- C. Auditor's Office – Employment of Collin Belt as Part-Time Clerk, effective August 8, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Belt, to approve additional amount of \$45.00 to be paid to Papio Roofing for the storm damaged roof on the building at 600 9<sup>th</sup> Avenue, Council Bluffs. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve the replacement of countertops in the Assessor's Office, Auditor's Office, Recorder's Office, and the Board's Hearing Room. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve Change Order for additional cloud / ceiling tile in front of Auditor's Office. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve breakroom construction project in Recorder's Office. AYES: Drake. NAYS: Belt, Hanafan, Schultz, Wichman. Motion denied.

Motion by Drake, second by Schultz, to approve creation of First Deputy position in Real Estate Section of Auditor's Office. AYES: Drake, Belt, Hanafan, Schultz. NAYS: Wichman. Motion carried.

**3. OTHER BUSINESS**

Motion by Belt, second by Schultz, to approve proposed revision to MAPA's Interlocal Cooperation Agreement. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Shultz, to approve FY 2019 Matching Funds for Iowa Economic Development Authority funding of the Western Iowa Tourism Region in the amount of \$500.00. Said funds shall be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

**4. RECEIVED/FILED**

**A. Salary Actions:**

- 1) Communications – Payroll Status Change of Kena Woods.
- 2) Conservation – Payroll Status Change of Rene Stroud.

**B. Reports:**

- 1) Recorder's Fee Book for July 2018.

**5. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:20 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: August 21, 2018

PUBLISH: X

**August 21, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members, except Wichman present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

### 1. CONSENT AGENDA

Motion by Drake, second by Schultz, to approve:

- A. August 14, 2018, Minutes as read.
- B. Sheriff's Office – Job Reclassification of Aaron Soucie from Corporal – Court Security to Sergeant – Road, effective August 4, 2018.

UNANIMOUS VOTE. Motion carried.

### 2. SCHEDULED SESSIONS

Motion by Belt, second by Schultz, to approve the appointment of Mark Eckman to the Loess Hills Missouri River Region Board of Directors, to replace Terry Hoffman. Further discussion was had concerning a possible alternate member to the Board, and options for the now vacant alternate position will be looked at. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve and authorize Matt Wyant to sign 28D Agreement between Pottawattamie County Division of Public Health and the Iowa Department of Public Health, to house Iowa Department of Public Health Disease Intervention Specialist Linda McQuinn within the Pottawattamie County Department of Public Health Office located at 600 4th Street in Council Bluffs. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve and authorize Chairman to sign Professional Services Agreement between Pottawattamie County and Darin Whatcott DBA JDW Midwest LLC, to render the services of Darin Whatcott DBA JDW Midwest LLC on an as needed basis for Building Code Inspection Services. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve the addition of Honeysuckle Road, West of Mudhollow Road to the official Bituminous Road Resolution. UNANIMOUS VOTE.

### 3. OTHER BUSINESS

Motion by Belt, second by Schultz, to approve and authorize Board to sign **Resolution No. 40-2018**, a Resolution entitled: Resolution for Interfund Operating Transfers. Said Resolution is set out as follows:

#### **RESOLUTION NO. 40-2018**

##### RESOLUTION FOR INTERFUND OPERATING TRANSFERS

WHEREAS, it is desired to transfer money from Gaming Fund (0003) to West SWCD/Pott Co Structures Fund (0046);

WHEREAS, it is desired to transfer money from Gaming Fund (0003) to East SWCD/Pott Co Structures Fund (0047); and

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

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

SECTION 1: The sum of \$15,000 is ordered to be transferred from Fund 0003 Gaming Fund, to Fund 0046 West SWCD/Pott Co Structures Fund; and

SECTION 2: The sum of \$10,000 is ordered to be transferred from Fund 0003 Gaming Fund, to Fund 0047 East SWCD/Pott Co Structures Fund; and

SECTION 3: The Auditor is directed to correct his/her books accordingly and to notify the Treasurer of these operating transfers.

**Dated this 21<sup>st</sup> day of August, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz. Motion carried.**

Motion by Belt, second by Schultz, to approve and authorize Board to sign **Resolution No. 41-2018**, a Resolution entitled: Resolution Appointing Deputies. Said Resolution is set out as follows:

**RESOLUTION NO. 41-2018**

**RESOLUTION APPOINTING DEPUTIES**

WHEREAS, the Code of Iowa, Chapter 331.903, states that the auditor, treasurer, recorder, sheriff and county attorney may each appoint, with approval of the board, one or more deputies, assistants, or clerks for whose acts the principal officer is responsible, and

WHEREAS, the number of deputies, assistants, and clerks for each office shall be determined by the board and the number and approval of each appointment shall be adopted by a resolution recorded in the minutes of the board, and

WHEREAS, on the 2nd of January, 2018, the Board approved the following deputy appointments for the Auditor’s Office:

Kristin M. Everett, First Deputy, Elections  
Linda Swolley, Second Deputy, Real Estate

WHEREAS, the number of deputies for the Auditor’s Office has changed, and the approval of each appointment shall be adopted by a resolution recorded in the minutes of the board; and

WHEREAS, each deputy officer, assistant and clerk shall perform the duties assigned by the principal officer making the appointment and during the absence or disability of the principal officer, the first deputy shall perform the duties of the principal officer.

NOW THEREFORE BE IT RESOLVED, that the Pottawattamie County Board of Supervisors hereby approves the following change in deputy appointments only for the Auditor’s Office:

Kristin M. Everett, First Deputy, Elections  
Linda Swolley, First Deputy, Real Estate  
Kristy Hassay, Second Deputy, Real Estate

Dated this 21<sup>st</sup> day of August, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

Roll Call Vote: **AYES: Drake, Belt, Hanafan, Schultz. Motion carried.**

**4. RECEIVED/FILED**

**A. Salary Actions**

- 5) Sheriff’s Office – Payroll Status Change of Lee Volkens, and Adam Fields.
- 6) Recorder – Payroll Status Change of Myra Nixon.
- 7) Mental Health – Payroll Status Change of Amy Jobe.
- 8) Auditor – Payroll Status Change of Jodie Beckman, Andrew Moats, Becky Belt
- 9) Buildings and Grounds – Payroll Status Change of Daniel Sampson.
- 10) Buildings and Grounds/Jail – Payroll Status Change of Jeffrey Walker.

**5. ADJOURN**

Motion by Belt, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:30 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

ATTEST: \_\_\_\_\_  
Becky Belt, Finance, Auditor’s Office

APPROVED: August 28, 2018  
PUBLISH: X

**August 28, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members, except Schultz present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. August 21, 2018, Minutes as read.
- B. IT – Job reclassification of Adam Klein from Network Administrator I, to Network Administrator II, effective December 12, 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Wichman to discuss Operating Agreement between Advance Southwest Iowa Corporation and Pottawattamie County. After discussion was held, there was a Motion by Belt, and second by Drake, to approve and authorize Chairman to sign the Operating Agreement, but with the agreed changes discussed. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve and authorize Chairman and/or Maria Sieck, Public Health Administrator, to sign Memorandums of Understanding between Pottawattamie County Division of Public Health and Jennie Edmundson Memorial Hospital d/b/a Methodist Jennie Edmundson, and CHI Health Mercy Hospital, allowing the hospitals to be 340B pharmacies for low and no income individuals. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve Mobile Device Policy, with discussed changes. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Wichman, to approve Board and Commission Appointments Policy. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve payment of drainage assessments for County-owned property. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Motion by Drake, second by Belt, to approve FY 18/19 Employment Agreements with Darlene McMartin, , Veteran Affairs Administrator; Jason Slack, Buildings and Grounds Director; John Rasmussen, County Engineer; Mary Davis, Human Resources Director; and Matt Wyant, Planning and Development Director; Suzanne Watson, Community Services Director; and Mark Shoemaker, Conservation Director. UNANIMOUS VOTE. Motion carried.

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

**A. Salary Actions**

- 1) IT – Payroll Status Change of Anthony McCartney, Timothy Norris, Jordan Powell, Rafael Rodriguez.
- 2) Attorney – Payroll Status Change of Janice Warnke, Lindze Olivas, Patrick Eppler.
- 3) Human Resources – Payroll Status Change of Elizabeth Glenn.

**B. Reports:**

- 1) Sheriff's Reports of Fees Collected and Disbursed for 6/30/18 – 7/31/2018.

**5. ADJOURN**

Motion by Belt, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:10 AM.

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Tom Hanafan, Chairman

ATTEST: \_\_\_\_\_  
Becky Belt, Finance, Auditor's Office

APPROVED: September 11, 2018  
PUBLISH: X

**September 11, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM All members present with Schultz via phone. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A.** August 28, 2018, Minutes as read.
- B.** Sheriff – Job Reclassification of Eric Shea from Cpl. with Road’s Department to Cpl. with Court Security.
- C.** Auditor – Job Reclassification of Kristy Hassay from Tax & Deed Specialist II to Second Deputy to Auditor.
- D.** Auditor – Job Reclassification of Linda Swolley from Second Deputy to Auditor to First Deputy to Auditor.

AYES: Drake, Belt, Hanafan, Schultz; NAYS: Wichman. Motion Carried.

**2. SCHEDULED SESSIONS**

Attorney Joe Basque and Patricia Roberts appeared before the Board to request a suspension and/or abatement of taxes pursuant to Iowa Code Section 427.8, on the property located at 906 Pine Street, Council Bluffs, Iowa. No Action Taken.

Motion by Belt, second by Drake, to go into Closed Session as allowed by Code of Iowa, Chapter 21.5(1)(i) for purposes of conducting the performance review of David Bayer.

**Roll Call Vote: AYES: Belt, Drake, Hanafan, Schultz, Wichman. Motion Carried.**

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

**Roll Call Vote: AYES: Belt, Drake, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Wichman, to approve Employment Contract with David Bayer, Chief Information Officer with salary of \$113,870 per year. UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Drake, to approve Project Plans for Project L-2018(2)-78 for Precast RCB Culvert New –Single Box Lewis 07 on 230<sup>th</sup> Street near the SW Corner of Section 12, Township 74 North, Range 43 West. UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Drake, to approve Right of Way Agreement for Project No. 2018(2)-78, with Julie A. Haack, Trustee of the Julie A. Haack Family Trust-Undivided ½ Interest, and Wendell S. Haack, Trustee of the Wendell S. Haack Family Trust – Undivided ½ Interest.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Belt, to approve Right of Way Agreement for Project No. L-2018(2)-78, with Dawn D. Lynch, Trustee of the Dawn Deanne Lynch Trust Agreement.

UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Wichman, to approve Iowa Department of Transportation Agreement for a Living Roadway Trust Fund Grant for Counties Project No. 90-78-LR19-335, for Truax Flex II 3-Point Drill Seeder project. UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Wichman, to approve Iowa Department of Transportation Agreement for a Living Roadway Trust Fund Grant for Counties Project No. 90-78-LR19-336, for Kuboda Front End Weight Kit project. UNANIMOUS VOTE. Motion Carried.

Motion by Drake, second by Schultz, to approve and sign **Resolution No. 42**, a resolution regarding a proposed road vacation, pursuant to Iowa Code Section 306, as follows:

**RESOLUTION NO. 42-2018**

**PROPOSED ROAD VACATION, IOWA CODE SECTION 306.**

**WHEREAS**, a request has been filed with the Pottawattamie County Board of Supervisors asking that action be taken to vacate and clear the record of a section of Pottawattamie County, as follows:

A 66 foot wide road (Wilson Lane) on the East line of the SW ¼ of Section 2, Township 77 North, Range 45 West of the 5<sup>th</sup> P.M., Pottawattamie County, Iowa, (Rockford Township) described as follows:

Beginning at the Southeast corner of the SW ¼ of said Section 2, thence North 2640 feet and terminating at the Center of said Section 2. This 40 foot road was established by original Petition No. 927 on January 5, 1892, recorded in Road Calendar Book C, Page 617. This portion of road was later petitioned as a 66 foot wide road by Petition No. 447 on May 2, 1960. Length of road is 2640 feet, or 0.5 mile.

**NOW, THEREFORE BE IT RESOLVED**, that a hearing on the proposed vacation will be held at the Pottawattamie County Board of Supervisors’ Hearing Room at 227 South 6<sup>th</sup> Street, Council Bluffs, Iowa, **on September 25, 2018 at 9:30 AM**, in accordance with Iowa Code Chapter 306.

**Dated this 11<sup>th</sup> day of September, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

RECOMMENDED: \_\_\_\_\_  
Pottawattamie County Engineer

; and to set a public hearing date on said Resolution for September 25, 2018 at 9:30 AM. in the Board of Supervisors’ Hearing Room, Second Floor, Courthouse, Council Bluffs, Iowa. **Roll Call Vote: AYES: Drake, Schultz, Hanafan, Belt, and Wichman. Motion Carried.**

**3. OTHER BUSINESS**

Motion by Wichman, second by Drake, to approve Allowed Homestead Application. UNANIMOUS VOTE. Motion Carried.

**4. RECEIVED/FILED**

**A. Salary Actions:**

- 1) Sheriff – Payroll Status Change of Leslie Points, Steve Maguire
- 2) Jail – Payroll Status Change of Trevor Nelson; Victoria Larsen; Shawn Jensen; Patrice Amos.
- 3) Communications – Payroll Status Change of Mathew Corum; Kena Woods.

**B. Reports:**

- 1) EBS Monthly Receipt / Disbursement Report – Plan Year July 2018 through June 2019 (reporting period: through July 2018).
- 2) Recorder’s Fee Book for 8/1/2018 – 8/31/2018.

**5. ADJOURN**

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

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:00 A.M.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: September 17, 2018  
PUBLISH: X

**September 17, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 10:00 AM All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- D. September 11, 2018, Minutes as read.

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Motion by Belt, second by Drake, to canvass Council Bluffs Community School District Special Election, and to authorize Auditor to pay election costs. UNANIMOUS VOTE. Motion Carried.

Motion by Drake, second by Schultz, to canvass Treynor Schools Special Election, and to authorize Auditor to pay election costs. UNANIMOUS VOTE. Motion Carried.

**3. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:08 A.M.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: September 18, 2018

PUBLISH: X

**September 18, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. September 17, 2018, Minutes as read.
- B. Publication of Claims Allowed for August 2018.
- C. Renewal of Class C Liquor License (LC) (Commercial) by Double Diamond, Inc. d/b/a Mt. Crescent Ski Area, Honey Creek, Iowa, with privileges of Catering / Class C Liquor License (LC) (Commercial) / Outdoor Services / Sunday Sales.
- D. Renewal of Class B Beer (BB) (Includes Wine Coolers), granting privileges of Class C Native Permit (On-Premise)/Outdoor Service/Sunday Sales to Pioneer Trail Orchard and Pumpkin d/b/a Pioneer Trail Orchard and Pumpkin Patch, Council Bluffs.

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Belt, to open public hearing on proposed preliminary plat of Harley's Subdivision, a subdivision situated in Garner Township. **Roll Call Vote: AYES: Wichman, Belt, Schultz, Hanafan, Drake. Motion Carried.**

Motion by Wichman, second by Schultz, to close public hearing. **Roll Call Vote: AYES: Wichman, Schultz, Hanafan, Drake, Belt. Motion Carried.**

Motion by Belt, second by Wichman, to approve and authorize Board to sign **Planning and Zoning Resolution No. 2018-08** regarding proposed preliminary plat of Harley's Subdivision, a subdivision situated in Garner Township, as set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-08**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Harley's Subdivision**, a subdivision situated in **Garner Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2018-05**; and

**WHEREAS**, said Commission conducted a public hearing on **August 20, 2018**, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

**WHEREAS**, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on **September 18, 2018** in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the proposed preliminary plat of

**Harley’s Subdivision**, be, and the same is hereby approved as the preliminary plat of said subdivision.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after completion of all improvements and satisfaction of all requirements for final plats required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for it’s consideration.

**Dated this 18<sup>th</sup> day of September, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<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"/>
_____ Tim Wichman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Marilyn Jo Drake	<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"/>

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

RECORD: After Passage

**Roll Call Vote: AYES: Belt, Wichman, Schultz, Hanafan, Drake. Motion Carried.**

Discussion was held with David Bayer, Chief Information Office, wherein an update was presented on the public safety software. This was a discussion only, with no action taken.

**3. OTHER BUSINESS**

Motion by Belt, second by Schultz, to approve and authorization for Chairman to sign contract between MAPA and Pottawattamie County for Contract 19POTT01– Pottawattamie County, Iowa Downtown Revitalization (Community Development Block Grant Agreement Number 28—DTR-004). UNANIMOUS VOTE. Motion Carried.

**4. RECEIVED/FILED**

**A. Salary Actions**

- 11) Sheriff – Payroll Status Change of Stephanie Shea-Kammerer and John Cool.
- 12) Community Services/Mental Health – Payroll Status Change of Molly Brown.
- 13) Communications – Payroll Status Change of David Gentleman

**5. ADJOURN**

Motion by Drake, second by Belt, to adjourn meeting. UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:40 A.M.

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: September 25, 2018

PUBLISH: X

**September 25, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 A.M. All members present, with Schultz appearing by video teleconference. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. September 18, 2018, Minutes as read.
- B. Planning and Development – Employment of Michaela Genz, as Recycling Center Attendant.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Wichman, to approve tax suspension request pursuant to Iowa Code Section 427.9, for property located at 3011 Avenue C, Council Bluffs, Iowa. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve the publication of County Annual Financial Report for Fiscal Year ending June 30, 2018. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve setting the public bid opening for Secondary Roads Project L-2018(2) – 78 for 9:30 AM on October 9, 2018. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to open public hearing on proposed road vacation of a 66 foot wide road (Wilson Lane) on the East line of the SW ¼ of Section 2, Township 77 North, Range 45 West (Rockford Township). **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Belt, second by Wichman, to close public hearing. **AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Belt, to approve and authorize Board to sign Resolution No. 43-2018, as follows:

**RESOLUTION NO. 43-2018**

**WHEREAS**, the following described road has a very low volume of traffic; and

**WHEREAS**, budget and liability constraints dictate the secondary roads system be reduced; and

**WHEREAS**, it is in the best interest of Pottawattamie County to vacate the road right-of-way described below.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors of Pottawattamie County in session this 25<sup>th</sup> day of September, 2018, that the following described road easement be vacated:

A 66 foot wide road (Wilson Lane) on the East line of the SW ¼ of Section 2, Township 77 North, Range 45 West of the 5<sup>th</sup> P.M., Pottawattamie County, Iowa, (Rockford Township) described as follows:

Beginning at the Southeast corner of the SW ¼ of said Section 2, thence North 2640 feet and terminating at the Center of said Section 2. This 40 foot road was established by original Petition No. 927 on January 5, 1892, recorded in Road Calendar Book C, Page 617. This portion of road was later petitioned as a 66 foot wide road by Petition No. 447 on May 2, 1960. Length of road is 2640 feet, or 0.5 mile.

Note: Utilities are granted a permanent and perpetual easement for the continuance of maintaining existing facilities for such construction, reconstruction, replacement, and repair thereof as may be deemed necessary by the utilities in the future (Iowa Code 306.22, 479.17, 479.24).

Dated this 25<sup>th</sup> day of September, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

RECOMMENDED: \_\_\_\_\_  
Pottawattamie County Engineer

**AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Paula Hazelwood, Executive Director of Advance Southwest Iowa Corporation came before the Board to discuss the pending Application for RISE: Immediate Opportunity Project funding grant with Iowa Department of Transportation, for the 192<sup>nd</sup> Street – Armstrong Investments, LLC project. This was a discussion only. No action was taken.

**3. OTHER BUSINESS**

Discussion was held between the Board Members on possible future capital improvement projects. This was a discussion only. No action was taken.

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

**A. Salary Actions**

- 1) Planning and Development – Payroll Status Change of Cody Williams, David Mentzer, Jacob Head.
- 2) Veteran Affairs – Payroll Status Change of Jill Mankel.
- 3) Secondary Roads – Payroll Status Change of Jody Marsh.

**5. ADJOURN**

Motion by Belt, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:40 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: October 2, 2018

PUBLISH: X

**October 2, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- H. September 25, 2018, Minutes as read.
- I. Revised Liquor License Class E Liquor License (LE), granting privileges of Class B Wine Permit / Class E Liquor License (LE) for Casey's Marketing Company d/b/a Casey's General Store #3205, Council Bluffs.
- J. Conservation – Employment of Michelle Biodrowski, as Full-Time Naturalist.
- K. Conservation – Employment of Heidi Swanson, as Seasonal EE – Day Hire.
- L. Planning Department – Employment of Michaela Genz, as Part-Time Recycling Center Attendant.
- M. IT – Employment of Heshan Abeywickrema, as Full-Time Network Administrator I.
- N. WIC – Employment of Wei Kay Eng, as Part-Time Dietitian.

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Wichman, to approve Application for Use of Pottawattamie County Grounds / Veteran's Building submitted by James Wayman, Jr. for VFW Post 11355, for October 27, 2018, from 10:00 AM – 2:00 PM for the VA Pantry Refill Project. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve Board of Supervisor's sponsorship of employees and prize award for the 14th Annual HawkWatch 5k Trail Run or Walk scheduled for October 21, 2018, at Hitchcock Nature Center, as follows: \$10.00 fee to participate for employees and \$100.00 to highest department participation, with said monies to be paid out of Gaming Fund. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

**A. Salary Actions**

- 14) Jail – Payroll Status Change of Mitch Fryman, Matt ODonnell, Samantha Stone.
- 15) Sheriff – Payroll Status Change of Jahn Kirlin, Ryan Olderog, Chris Weber.
- 16) IT – Payroll Status Change of Todd Butterbaugh.
- 17) Communications – Payroll Status Change of Merissa Cox, Kaylena Fietz.
- 18) SWI Juvenile Detention – Payroll Status Change of Rachel Blocker.

**B. Reports:**

- 1) Sheriff's Report of Fees Collected and Disbursed for August 2018.
- 2) EBS Receipt and Disbursement Report for Plan Year July 2018 – June 2019 (reporting period through August 2018).

**5. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:28 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: October 9, 2018

PUBLISH: X

**October 9, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- O. October 2, 2018, Minutes as read.
- P. Publication of Claims Allowed for September 2018.
- Q. IT Department – Employment of Kellie Kincaid, as Part-Time IT Office Assistant.
- R. Conservation – Employment of Inga Roen, as Seasonal / Temporary Burn Crew.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Belt, to approve and authorize Chairman to sign Iowa DOT Application for RISE: Immediate Opportunity Project Funding; and to sign **Resolution No. 44-2018**, entitled A Resolution Endorsing an Application for RISE Program Funding to Reconstruct Portions of 192nd Street and Construct Internal Roads for a 26-Acre Industrial Development in Pottawattamie County. Said Resolution is set out as follows:

**ATTACHMENT A – RESOLUTION OF SUPPORT FROM POTTAWATTAMIE COUNTY**

**RESOLUTION NO. 44-2018**

**A RESOLUTION ENDORSING AN APPLICATION FOR RISE PROGRAM FUNDING TO RECONSTRUCT PORTIONS OF 192<sup>nd</sup> STREET AND CONSTRUCT INTERNAL ROADS FOR A 26-ACRE INDUSTRIAL DEVELOPMENT IN POTTAWATTAMIE COUNTY.**

**WHEREAS,** the Iowa Department of Transportation (“DOT”) sponsors a program called Revitalize Iowa’s Sound Economy (“RISE”) which was created to promote economic development in Iowa through the establishment, construction, improvement and maintenance of roads and streets; and

**WHEREAS,** Pottawattamie County is responsible for the maintenance and construction of secondary roads in Pottawattamie County; and

**WHEREAS** Pottawattamie County desires to improve 192<sup>nd</sup> Street south of the City of Council Bluffs and to construct a new road into the 26-acre industrial development known as “Armstrong Industrial Park”; and

**WHEREAS,** the improvements to 192<sup>nd</sup> Street and the internal road into Armstrong Industrial Park are estimated to cost \$1,425,777 (“the Project”) and qualify as an eligible expense under the DOT RISE Program; and

**WHEREAS,** Pottawattamie County will request RISE funds from the DOT in the amount of \$1,140,621 for the Project; and

**WHEREAS,** the RISE Program requires Pottawattamie County and the Armstrong Industrial Park Developer to contribute matching funds in the amount of \$142,577 each for the Project and agree to maintenance of the roadways; and

**WHEREAS,** the Project will provide 26-acres of land for immediate industrial development in Pottawattamie County as well as open up additional opportunity for industrial development along 192<sup>nd</sup> Street; and

**NOW, THEREFORE, BE IT RESOLVED  
BY THE BOARD OF SUPERVISORS  
OF POTTAWATTAMIE COUNTY**

That the Board of Supervisors of Pottawattamie County hereby endorses the RISE application dated **October 9, 2018**, to fund the improvements to 192<sup>nd</sup> Street and roadway extension into Armstrong Industrial Park.

**BE IT FURTHER RESOLVED**

That the road improvements will be dedicated to public use; and

**BE IT FURTHER RESOLVED**

That the road improvements constructed and reconstructed under this project will be the jurisdictional responsibility of Pottawattamie County and the City of Council Bluffs and will be adequately maintained by these entities.

**Dated this 9<sup>th</sup> day of October, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Belt, to approve the Job Description for the position of Electrician for the Buildings and Grounds Department; and approval to post said Job Description. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve the hiring of a Service Coordinator pursuant to the request by the Southwest Iowa MHDS Region Governing Board. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to open public hearing to receive and open bids for Secondary Roads Project L-2018(2) - 78. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Schutz, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Christopher J. Elliott, MD, Pottawattamie County Medical Examiner; and Cheri Dahlheim, Chief Medical Examiner Investigator, came before the Board to give an update on the Medical Examiner’s Office. This was a discussion only. No Action Taken.

It was on the Agenda for Doug Reed, Director of Emergency Management, to present to the Board the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan. Due to other commitments, Doug could not make this meeting. This Agenda item will be rescheduled for a later date.

Motion by Drake, second by Belt, to approve requested tax abatement by Myrtue Medical Center for property located at 510 N Elm Street, Avoca (Parcel No. 773909332009). AYES: Drake, Belt, Hanafan, Schultz. NAYS: Wichman. Motion carried.

**3. RECEIVED/FILED**

**A. Notice of Out of State Travel:**

- 1) Human Resourced – Elizabeth Glenn.

**4. ADJOURN**

Motion by Wichman, second by Belt, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:00 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: October 16, 2018

PUBLISH: X

**October 16, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. October 9, 2018 , Minutes as read.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Schultz, to approve and sign Proclamation, designating October as National Disability Employment Awareness Month, in Pottawattamie County, Iowa. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve and authorize Chairman to sign Three Year Service Support Agreement with AVI Systems, Inc. for equipment in Board Hearing Room. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Drake, to approve future projects and revenue projections in the Conservation Department, as follows: Excess revenues for FY17-18 in Conservation to be used for well replacement at Hitchcock for approximately \$40,000.00 and other remaining funds totaling \$52,000.00 to be used by Conservation Department for projects. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve and authorize Chairman to sign letter of support for Golden Hills RC&D's Our town Grant Application for "Loess Hills Region Art in the Parks" project. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan; and to approve and sign **Resolution No. 45-2018**, a Resolution to approve and adopt the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan. Said Resolution is set out as follows:

**RESOLUTION NO. 45-2018**

A Resolution to approve and adopt the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan.

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan was presented and recommended for adoption by the Emergency Management Agency; and

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan was prepared in compliance with Iowa Administrative Code 605—7.2, Code of Iowa 29C.9 and the Disaster Mitigation Act of 2000 established by the Iowa Department of Homeland Security and Emergency Management and the Federal Emergency Management Agency, respectively; and

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan identifies the potential hazards throughout Pottawattamie County; and

WHEREAS, the Pottawattamie Countywide Multi-Jurisdictional Hazard Mitigation Plan includes a profile of hazard events, a vulnerability assessment, evaluation of mitigation goals and a plan maintenance process.

NOW THEREFORE BE IT RESOLVED that the Pottawattamie County Board of Supervisors hereby approves and adopts the Pottawattamie County Multi-Jurisdictional Hazard Mitigation Plan this 9<sup>th</sup> day of October, 2018.

**Dated this 16<sup>th</sup> day of October, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Darlene McMartin / Administrator, Veteran Affairs Commission; Phil Jacobs / Chairman, Veteran Affairs Commission; and other Veteran Affairs Commissioners, were scheduled to come before the Board to discuss the increase of Veteran Affairs Commission members from three members to five members, and to discuss the appointments to the Commission, but due to scheduling conflicts, this agenda item will be rescheduled.

**3. RECEIVED/FILED**

A. Salary Actions:

- 1) Jail – Payroll Status Change of Teresa Schultz, Theodore Gillespie.

B. Reports:

- 1) Recorder’s Office Fee Book for September 2018.
- 2) Sheriff’s Reports of Fees Collected and Disbursed for September 2018.
- 3) Engineer’s Official Report of County Highway Engineer FY 2018

**4. ADJOURN**

Motion by Belt, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:40 AM.

\_\_\_\_\_  
Tom Hanafan, Chairman

ATTEST: \_\_\_\_\_  
Becky Belt, Finance, Auditor’s Office

APPROVED: October 23, 2018  
PUBLISH: X

**October 23, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

### 1. CONSENT AGENDA

Motion by Drake, second by Belt, to approve:

- A. October 16, 2018 , Minutes as read.
- B. Human Resources/Risk Management – Job Reclassification of Jacob Head from Recycle Center Manager with Planning and Development, to Safety Coordinator with Human Resources/Risk Management.
- C. Sheriff's Office – Employment of Douglas Arrick, as Part-Time Entry Security Personnel.
- D. Sheriff's Office – Employment of Trey Carstens, as Part-Time Entry Security Personnel.

UNANIMOUS VOTE. Motion carried.

### 2. SCHEDULED SESSIONS

Motion by Schultz, second by Belt, to approve and sign the Proclamation for Dream Playground Re-Imagined Day in Pottawattamie County, Iowa – October 28, 2018. UNANIMOUS VOTE Motion carried.

Paula Hazelwood, Executive Director of Advance Southwest Iowa Corporation, came before the Board to give a quarterly activity and initiatives report. This was a discussion only. No action taken.

Bob Andersen, Director of Pottawattamie County Communications came before the Board to give an update on the Carson Tower Project and status of new hires for the department. This was a discussion only. No action taken.

### 3. OTHER BUSINESS

Motion by Wichman, second by Belt, to approve and authorize Board to sign **Resolution No. 46-2018**, a Resolution entitled: First Quarter 2018-2019 Transfer to Secondary Roads Fund. Said Resolution is set out as follows:

#### **RESOLUTION NO. 46-2018**

#### **RESOLUTION FOR FIRST QUARTER 2018-2019 TRANSFER TO SECONDARY ROADS FUND**

**WHEREAS**, it is desired to transfer money from the Rural Services Fund to the Secondary Roads 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 \$1,243,375.00 is ordered to be transferred from the Rural Services Fund to the Secondary Road 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 23<sup>rd</sup> day of October, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried**

Motion by Wichman, second by Schultz, to approve and authorize Board to sign **Resolution No. 47-2018**, a Resolution entitled: FY 2018-19 Transfer to Co Conservation Land Acq Fund. Said Resolution is set out as follows:

**RESOLUTION NO. 47-2018**

**RESOLUTION FOR FY 2018-19 Transfer to CO CONSERVATION LAND ACQ Fund**

**WHEREAS**, it is desired to transfer money from the General Basic Fund to the Co Conservation Land Acq 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 \$52,000.00 is ordered to be transferred from the General Basic Fund to the Co Conservation Land Acq 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 23<sup>rd</sup> day of October, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

**4. RECEIVED/FILED**

**A. Salary Actions:**

- 1) Sheriff's Office – Payroll Status Change of Kathryn Stacey.
- 2) SWI Juvenile Detention Center – Employment of Rylee Walter and Kimberly Lucero as Youth Corrections Workers.

**5. ADJOURN**

Motion by Schultz, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

AYES:

NAYS:

ABSTAIN:

Motion Carried  / Motion Denied

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:15 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: October 30, 2018

PUBLISH: X

**October 30, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Belt, to approve:

- A. October 23, 2018 , Minutes as read.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Belt, to approve Pottawattamie County's Safety and Health Program and Policies. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to approve final plat of Harley's Subdivision, a residential subdivision situated in Garner Township, and to sign Planning and Zoning Resolution No. 2018-09. Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-09**

**WHEREAS**, this Board had approved the preliminary plat of **Harley's Subdivision**, a residential subdivision situated in **Garner Township**, by approval of Planning and Zoning Resolution No. **2018-08**, dated **September 18, 2018**; and

**WHEREAS**, the final plat and supporting documents required by Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, has been filed with this Board for its study and consideration under **Case #SUB-2018-05**; and

**WHEREAS**, this Board has examined the final plat and has found it is in substantial compliance with the approved preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the final plat and supporting documents conform to the requirements of Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and it has deemed it to be in the best interest of Pottawattamie County, Iowa, to approve the final plat.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the final plat of **Harley's Subdivision**, a residential subdivision in Pottawattamie County, Iowa, be, and the same is hereby approved as the final plat of said subdivision.

And that the Chairman of the Board of Supervisors is hereby authorized to enter such approval upon said final plat.

PASSED AND APPROVED October 30<sup>th</sup>,

**ROLL CALL VOTE**

AYE      NAY      ABSTAIN      ABSENT

_____	○	○	○	○
Tom Hanafan, Chairman				
_____	○	○	○	○
Scott A. Belt				
_____	○	○	○	○
Justin Schultz				
_____	○	○	○	○
Marilyn Jo Drake				
_____	○	○	○	○
Tim Wichman				

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Wichman, Schultz. Motion carried.**

Assistant County Attorney Maggie Popp Reyes came before the Board to discuss the lease renewal with the City of Avoca and Newtown Avoca Historical Society for the Avoca Courthouse. This was a discussion only. No action taken.

**3. OTHER BUSINESS**

Motion by Schultz, second by Belt, to approve and authorize Chairman to sign Lease Agreement with supporting documents for Department of Human Services’ copier lease with RICOH. UNANIMOUS VOTE. Motion carried.

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

A. Salary Actions:

- 1) Jail – Payroll Status Change of Josh Unruh, Jennifer Geronimo, Mike Schleimer.

B. Out of State Travel Notification:

- 1) Communications.

C. Miscellaneous:

- 1) Correspondence from DNR to Leon Quandt, dated October 19, 2018, with copy of letter to Janice Hughes, dated September 16, 2009, regarding Storm Water Complaint involving Hills of Cedar Creek.

**5. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:45 AM,

\_\_\_\_\_  
Tom Hanafan, Chairman

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

APPROVED: November 6, 2018  
PUBLISH: X

November 6, 2018

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

Motion by Drake, second by Belt, to approve:

- A. October 30, 2018 , Minutes as read.
- B. Conservation – Employment of Anthony Gonzalez, Todd Meadows, and Kevin Juszyk, as members of Part-Time Burn Crew.

UNANIMOUS VOTE. Motion carried.

2. SCHEDULED SESSIONS

Motion by Belt, second by Schultz, to approve sign and authorize for publication, the Notice of Intent to Request Release of Funds for the CDBG grant for the Pottawattamie County Joint Downtown Revitalization Project (Carson and Macedonia). UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve Fourth Judicial District’s Application for Use of Pottawattamie County Grounds for the Annual Adoption Day Celebration, scheduled for November 17, 2018. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Drake, to approve and authorize Board to sign **Resolution No. 48-2018**, a Resolution authorizing the Chairman to Sign the Grant Agreement 90-78-LR19-335 with the Living Roadway Trust Fund (LRTF). Said Resolution is set out as follows:

**RESOLUTION NO. 48-2018**

**A RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE GRANT AGREEMENT 90-78-LR19-335 WITH THE LIVING ROADWAY TRUST FUND (LRTF) ON BEHALF OF POTTAWATTAMIE COUNTY AND POTTAWATTAMIE COUNTY SECONDARY ROADS.**

WHEREAS, on the 11<sup>th</sup> day of September, 2018, the Pottawattamie County Board of Supervisors approved an Agreement with the Iowa Department of Transportation for a Living Roadway Trust Fund Grant for Counties Project No. 90-78-LR19-335, for Truax Flex II 3-Point Drill Seeder project; and

WHEREAS, the grant agreement supports the goals of the Integrated Roadside Vegetation Management (IRVM) Plan and provides support for the purchase of a Truax Flex II 3-point Drill Seeder in the amount of \$13,385.70 to support the County’s efforts.

NOW THEREFORE BE IT RESOLVED by the Pottawattamie County Board of Supervisors to approve grant agreement number 90-78-LR19-335.

**Dated this 6<sup>th</sup> day of November, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Motion by Drake, second by Belt, to approve and authorize Chairman to sign lease agreement with Toshiba for copier in the Public Health Clinic. UNANIMOUS VOTE. Motion carried.

**3. RECEIVED/FILED**

**A.** Department Out of State Travel Notification, from:

- 1) Conservation Department.

**4. ADJOURN**

Motion by Belt, second by Drake, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:15 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: November 14, 2018

PUBLISH: X

**November 14, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. November 6, 2018 , Minutes as read.
- B. Planning and Development – Employment of Dusty Crisler, as Environmental Health Coordinator.
- C. Planning and Development – Employment of Diane Reinsch, as Public Health Nurse 2.
- D. Planning and Development – Employment of Tom Grobe, as Recycle Center Manager.
- E. Promise Partners – Employment of Scott Roof as Executive Assistant.
- F. Renewal of Class C Beer Permit, granting privileges of Class C Beer Permit (BC) / Sunday Sales for Donald Rief d/b/a Desoto Bend Mini Mart, Missouri Valley.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Wichman, to canvass 2018 General Election, and to authorize Auditor to pay election costs. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz , to approve Victim Advisory Council’s funding request in the amount of \$3,057.00, for the 12<sup>th</sup> Annual Crime Victim’s Rights Week Gala scheduled for April 2019. Said funds are to be paid from the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to open public hearing on proposed preliminary plat of Fox Hills Subdivision, a subdivision situated in Garner Township. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Belt, to close public hearing. **Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Belt, to approve and authorize Board to sign **Planning and Zoning Resolution No. 2018-10**. Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-10**

**WHEREAS**, the proposed preliminary plat and supporting documents for **Fox Hills**, a subdivision situated in **Garner Township**, has been filed with the Pottawattamie County Planning and Zoning Commission for its study and recommendation under **Case #SUB-2018-06**; and

**WHEREAS**, said Commission conducted a public hearing on **October 22, 2018**, in accordance with Chapter 9.04 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and has given all parties an opportunity to be heard; and

**WHEREAS**, after careful study and being thoroughly familiar with the involved real estate and the surrounding area, said Commission has submitted its written recommendation to this Board to approve the preliminary plat; and

**WHEREAS**, this Board conducted a public hearing on **November 14, 2018** in accordance with the above-noted Ordinance and Statute, and has examined the proposed preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the proposed preliminary plat conforms to the requirements of Chapter 9.01-9.30. Subdivision Ordinance of the Pottawattamie County, Iowa, Code; the Pottawattamie County, Iowa, Land Use Plan and Chapter 354, Code of Iowa, and has deemed it to be in the best interest of Pottawattamie County, Iowa, to concur with the County's Planning and Zoning Commission's recommendation:

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the proposed preliminary plat of **Harley's Subdivision**, be, and the same is hereby approved as the preliminary plat of said subdivision.

Provided however, that this Resolution shall not be construed as being a final acceptance or approval of said Plat with the meaning of Chapter 9.01-9.30, Subdivision Ordinance, of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa; that after completion of all improvements and satisfaction of all requirements for final plats required by the State and County Ordinances and this Resolution, the final plat shall be submitted to this Board for it's consideration.

PASSED AND APPROVED November 14, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Drake, Belt, Hanafan, Schultz, Wichman. Motion carried.**

Motion by Schultz, second by Belt, to approve Veteran Affairs Commission to increase to a five member Board, from a three member Board. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve and authorize Chairman to sign letters of support for the grants applied for by the Council Buffs Community School District and Family, Inc., for federal Head Start and Early Head Start Home Based funding. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Motion by Drake, second by Wichman, to approve 2018 Family Farm Tax Credit Applications. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Drake, to set aside agenda to discuss approving and signing Corporation Notice of Defeasance and Redemption concerning the County of Pottawattamie, Iowa, Revenue Refunding Bonds, Series 2007E (Christian Homes, Inc. Obligated Group). UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Drake, to approve and authorize Chairman to sign Corporation Notice of Defeasance and Redemption concerning the County of Pottawattamie, Iowa, Revenue Refunding Bonds, Series 2007E (Christian Homes, Inc. Obligated Group), with Christian Homes, Inc., and Wells Fargo Bank, National Association. UNANIMOUS VOTE. Motion carried.

#### 4. RECEIVED/FILED

##### A. Salary Actions:

- 1) Secondary Roads – Payroll Status Change of Ron Hough, Ryan Husz.
- 2) Communications – Payroll Status Change of Merissa Cox, Jacob Hardiman, Kena Woods, Rebecca Liston.

##### B. Reports:

- 1) Recorder's Fee Book for 10/1/2018 – 10/31/2018.

#### 5. ADJOURN

Motion by Schultz, second by Wichman, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:20 AM.

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Tom Hanafan, Chairman

ATTEST:

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Melvyn Houser, County Auditor

APPROVED: November 27, 2018

PUBLISH: X

**November 27, 2018**

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 9:00 AM. All members, except Belt and Drake present. Chairman Hanafan presiding.

PLEDGE OF ALLEGIANCE

**1. CONSENT AGENDA**

Motion by Schultz, second by Wichman, to approve:

- A. November 14, 2018 , Minutes as read.
- B. Publication of Claims Allowed for October 2018.
- C. Sheriff – Extension of IOD for Deputy Pat Morgan.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Schultz, to approve and authorize Chairman to sign Lease – Business Property with City of Avoca and Newtown Avoca Historical Society for lease of Avoca Courthouse, for a two year term. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Wichman, to approve and authorize Chairman to sign Contract / InfoSec Policy Document Statement of Work with ConvergeOne Security Consulting Services, in an amount not to exceed \$19,980.00, and with said amount being paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to approve and sign Request for Release of Funds and Certification, Signature Authorization for Alternate Signators, Equal Opportunity Policy Statement, and Prohibition of Excessive Force document (Resolution No. 50-2018), for the Community Development Block Grant for downtown revitalization for Carson and Macedonia projects. Said Resolution is set out as follows:

**RESOLUTION NO. 50-2018**

**PROHIBITION OF EXCESSIVE FORCE**

**WHEREAS**, the County of Pottawattamie County has received federal funding through the Community Development Block Grant (CDBG) program; and,

**WHEREAS**, Section 519 of the Department of Veteran Affairs and U.S. Department of Housing and Urban Development, and Independent Agencies Appropriations Act of 1990 requires that all CDBG recipients adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within the recipient's jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

**WHEREAS**, all recipients of CDBG funds are further required to follow a policy of enforcing applicable state and local laws against physically barring entrances or exits to a facility that is the subject of a nonviolent protest demonstration; and

**WHEREAS**, the County of Pottawattamie County endorses a policy prohibiting the use of excessive force and will inform all law enforcement agencies within its jurisdiction of this policy.

**NOW, THEREFORE, BE IT RESOLVED**, the County of Pottawattamie County hereby prohibits any law enforcement agency operating within its jurisdiction from using excessive force against any individuals engaged in nonviolent civil rights demonstrations. In addition, The County of Pottawattamie

County agrees to enforce any applicable state or local laws against physically barring entrances or exits from a facility or location that is the subject of a non-violent protest demonstration.

The County of Pottawattamie County further pledges enforcement of this policy within its jurisdiction and encourages any individual or group who feels that the County of Pottawattamie County has not complied with this policy to file a complaint.

Information and assistance relative to excessive force complaints shall be provided by the Executive Assistant, who can be contacted at 712-328-5644.

**Dated this 27<sup>th</sup> day of November, 2018.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ Tom Hanafan, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott A. Belt	<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"/>
_____ Marilyn Jo Drake	<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"/>

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

**Roll Call Vote: AYES: Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Schultz, to approve Job Description for Account Clerk II / Fixed Assets and Real Estate; and the posting of said position. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to approve the purchase of Bullseye Digital Fire Extinguisher Training System for the amount of \$18,018.49. Said funds are to be paid out of the Gaming Fund. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to approve the EBS Group Renewal for the Flex Plan for 2019, and to the increase in the amount to be allowed from \$2,650.00 to \$2,700.00. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to go into Closed Session as allowed by Code of Iowa, Chapter 21.5(1)(c) for discussion and/or decision on labor negotiations. **Roll Call Vote: AYES: Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Schultz, to go out of Closed Session. **Roll Call Vote: AYES: Hanafan, Schultz, Wichman. Motion carried.**

Motion by Wichman, second by Schultz, to approve the Shelby / Pottawattamie County TIF Annual Urban Renewal Report for FY 17/18. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Motion by Wichman, second by Schultz, to approve NACo dues for 2019 in the amount of \$1,863.00. UNANIMOUS VOTE. Motion carried.

Discussion was held between the Board Members on their outside representative meetings. This was a discussion only. No action taken.

**4. RECEIVED/FILED**

**A. Salary Actions**

- 1) Jail – Payroll Status Change of Tim Adland.
- 2) Sheriff – Payroll Status Change of Brandon Allen; Hadley Mikovec.

**B. Out of State Travel Notification:**

- 1) Conservation
- 2) Medical Examiner

**5. ADJOURN**

Motion by Wichman, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:30 AM.

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Tom Hanafan, Chairman

ATTEST: 

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Melvyn Houser, County Auditor

APPROVED: December 4, 2018  
 PUBLISH: X

**December 4, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present, until Schultz left at 1:40 PM. Chairman Hanafan presiding.

There was a moment of silence in honor of President George H. W. Bush, who passed away November 30, 2018.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Drake, second by Wichman, to approve:

- A. November 27, 2018 , Minutes as read.
- B. Conservation – Employment of Garrett Rotert as member of Part-Time Burn Crew.
- C. Treasurer – Wage Adjustment for Rebecca Killpack from 75% of Elected Official Salary to 80% of Elected Official.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Drake, second by Belt, to approve the re-installation of the Louis Grell paintings in the Main Lobby. UNANIMOUS VOTE. Motion carried.

Jason Slack, Director of Buildings and Grounds, came before the Board to give an update on the First Floor Renovation Project. This was a discussion only. No action taken.

**3. OTHER BUSINESS**

Motion by Wichman, second by Belt, to approve and authorize Chairman to sign Memo to Department Heads/Elected Official regarding holiday Christmas Eve and New Year's Eve. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve Disallowed Homestead Applications. UNANIMOUS VOTE. Motion carried.

Discussion was held to approve and authorize Chairman to sign letter of support West Central Community Actions funding application to provide Head Start and Early Head Start program services. This was a discussion only. No action was taken.

**4. RECEIVED/FILED****A. Salary Actions**

- 1) Communications – Payroll Status Change of Merissa Cox, Kaylena Fietz.
- 2) Jail – Payroll Status Change of Megan Leggett, Karen Martin, Larry Cleaver.
- 3) Promise Partners – Payroll Status Change of Patricia Russmann, Tisha Moore; Jessica Rayment.

**B. Reports**

- 1) EBS Receipt and Disbursement Report for Plan Year 2018 – June 2018 (reporting period through October 2018).
- 2) Sheriff's Reports of Fees Disbursed and Collected for 9/29/18 – 10/31/18.

Motion by Schultz, second by Wichman, to adjourn at 9:20 AM, until 10:00 AM for the Budget Study Sessions.

**5. Budget Study Sessions:**

The meeting resumed at 10:00 AM for Budget Study Sessions.

Budget study sessions were held with John Rasmussen, Engineer; Mary Davis, Human Resources, and Garfield Coleman, Risk Management; Mark Brandenburg, Recorder; Matt Wilber, Attorney; Lea Voss, Treasurer, Jason Slack, Buildings and Grounds, and Cheri Dahlheim, Medical Examiner.

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Tom Hanafan, Chairman

ATTEST: \_\_\_\_\_  
Becky Belt, Finance, Auditor's Office

APPROVED: December 13, 2018  
PUBLISH: X

**December 13, 2018****MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 9:00 AM. All members present. Chairman Hanafan presiding.

**PLEDGE OF ALLEGIANCE****1. CONSENT AGENDA**

Motion by Drake, second by Wichman, to approve:

- A. December 4, 2018 , Minutes as read.
- B. Sheriff – Employment of Jesse Windham, as Deputy – Road.
- C. Sheriff – Employment of Jeremy Petersen, as Deputy – Road.
- D. Community Services – Employment of Abbie Ashcraft as Service Coordinator.
- E. Conservation – Employment of Michele Miller, as Part-Time Burn Crew.
- F. Publication of Claims Allowed for November 2018.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Schultz, second by Drake, to approve and authorize Chairman to sign (ORION) First Amended and Restated Interlocal Cooperation Agreement Among Omaha Public Power District, Douglas County, Nebraska; Washington County, Nebraska; Sarpy County, Nebraska; and Pottawattamie County, Iowa, relating to a Land Mobile Radio System Sharing Agreement.

UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman, to approve the removal of Disable Veteran's Exemption for 2018 assessment year, for property located at 2314 South 10<sup>th</sup>, Council Bluffs, Iowa.

UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Schultz, to approve and authorize Chairman to sign Authorization regarding 2019 CITIES Program Re-Capitalization project. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Drake, to approve and authorize Chairman to sign and authorize Chairman to sign Consulting Agreement with Williams-Deras & Associates, effective through June 30, 2021. UNANIMOUS VOTE. Motion carried.

Motion by Wichman, second by Belt, to approve and authorize Chairman to sign Consulting Services Agreement with Kansas City Series of Lockton Company, LLC, effective through May 31, 2019. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve and authorize Chairman to sign Business Associate Agreement between Pottawattamie County Division of Public Health and PractiSynergy, for HIPAA compliance. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve and authorize Chairman to sign Memorandum of Understanding for 12 Hour Work Shifts for Continuous Shift Personnel, between Pottawattamie County and the Pottawattamie County Sheriff's Association effective January 1, 2019 – December 31, 2019. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve the Job Description of Human Resources Director, and the posting of said Job Description. UNANIMOUS VOTE. Motion carried.

**3. RECEIVED/FILED**

## A. Salary Actions:

- 1) Jail – Payroll Status Change of Robert Awe.

- 2) Secondary Roads – Payroll Status Change of Craig Jensen.
- 3) Communications – Payroll Status Change of Brian Wagner.
- 4) Sheriff – Payroll Status Change of John Cool.

B. Reports:

- 1) Recorder’s Fee Book for November 2018.

**4. Budget Study Sessions:**

- 10:00 AM Suzanne Watson – GA/CD Treatment/Case Management
- 10:30 AM Mark Shoemaker – Conservation
- 11:00 AM Matt Madsen – DHS
- 11:30 AM Darlene McMartin – Veteran Affairs
  
- 1:30 PM David Bayer and Jamie Petersen– IT/GIS
- 2:00 PM Matt Wyant – Board of Health/Animal Control/Planning
- 3:00 PM Jeff Danker, Tiffany Mass, Bob Andersen – Sheriff/Jail/Communications

**5. ADJOURN**

Motion by Drake, second by Schultz, to adjourn meeting. UNANIMOUS VOTE. Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 9:52 A.M.

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Tom Hanafan, Chairman

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

APPROVED: December 18, 2018

PUBLISH: X

**December 18, 2018**

**MET IN REGULAR SESSION**

The Board of Supervisors met in regular session at 1:00 PM. All members present, with Hanafan appearing at 1:07PM until 2:30 PM; and Drake until 2:45 PM. Chairman Pro-Tem Wichman presiding until Hanafan appeared, and until Hanafan left.

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

Motion by Drake, second by Schultz, to approve:

- A. December 13, 2018, Minutes as read.

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

Motion by Belt, second by Schultz, to approve Confidentiality Agreement & Security of County Information Systems Policy. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve Re-Appointment of Chris Ruhaak to a five year term on the Conservation Board. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve Final Plat of Kira Subdivision, a residential subdivision situated in Lake Township, and to authorize the Board to sign **Planning and Zoning Resolution No. 2018-04**, Said Resolution is set out as follows:

**PLANNING AND ZONING  
RESOLUTION NO. 2018-04**

**WHEREAS**, this Board had approved the preliminary plat of **Kira Subdivision**, a residential subdivision situated in **Lake Township**, by approval of Planning and Zoning Resolution No. **2018-03**, dated **April 17<sup>th</sup>, 2018**; and

**WHEREAS**, the final plat and supporting documents required by Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, has been filed with this Board for its study and consideration under **Case #SUB-2018-02**; and

**WHEREAS**, this Board has examined the final plat and has found it is in substantial compliance with the approved preliminary plat; and

**WHEREAS**, after careful study, and due consideration this Board has determined that the final plat and supporting documents conform to the requirements of Chapter 9.10 of the Pottawattamie County, Iowa, Code and Chapter 354, Code of Iowa, and it has deemed it to be in the best interest of Pottawattamie County, Iowa, to approve the final plat.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF POTTAWATTAMIE COUNTY, IOWA:** That the final plat of **Kira Subdivision**, a residential subdivision in Pottawattamie County, Iowa, be, and the same is hereby approved as the final plat of said subdivision.

And that the Chairman of the Board of Supervisors is hereby authorized to enter such approval upon said final plat.

PASSED AND APPROVED December 18, 2018.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
Tom Hanafan, Chairman	○	○	○	○
Justin Schultz	○	○	○	○

_____	○	○	○	○
Tim Wichman				
_____	○	○	○	○
Scott Belt				
_____	○	○	○	○
Marilyn Jo Drake				

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

RECORD: After Passage

**Roll Call Vote: AYES: Drake, Belt, Schultz, Wichman. Motion carried.**

Motion by Drake, second by Belt, to approve Appointment of Larry Plagman to a five year term on the Planning Commission. UNANIMOUS VOTE. Motion carried.

Motion by Drake, Second by Schultz, to approve Appointment of Jim Sievers to a five year term on the Appeal Board. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Belt, to approve Appointment of Stella Huerter to a five year term, and Mike Genereux to a three year term on the Zoning Board of Adjustment. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Drake, to approve Appointment of Shawn Jones to a one year term, Dr. Eneh Okoruwa to a two year term, and the Re-appointment of Dr. Barb Lee to a three year term on the Board of Health. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve 2018 Weed Commissioner’s Report. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to contact all Cities that contract with Pottawattamie County Sheriff for law enforcement services, to schedule a meeting for January 22, 2019, at 7:00 PM, in the Board of Supervisor’s Meeting Room, to discuss certain percentage increases over the next five years for law enforcement services provided by the Sheriff’s Office. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to approve and authorize Chairman to sign grant funding request letter for WIC to Walmart and the Walmart Foundation. UNANIMOUS VOTE. Motion carried.

Motion by Belt, second by Schultz, to canvass Iowa Western Community College Bond election for Pottawattamie County, and to authorize Auditor to pay election costs. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Wichman to canvass Iowa Western Community College Bond election for all Counties. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Schultz, to approve funding to West Central Community Action the amount of \$15,000.00 for FY 2019-20. AYES: Wichman, Schultz, Drake; NAYS: Hanafan, Belt. Motion carried.

Danna Kehn with Pottawattamie Arts, Culture and Entertainment came before the Board with an update on PACE projects. This was a discussion only. No action taken.

Budget Study session was held with Pottawattamie County Tourism.

Motion by Belt, second by Drake, to contract with Brent Siegrist for a one year lobbying partnership with Pottawattamie County, for the sum of \$8,000.00. Said funds are to be paid from the Gaming Fund. UNANIMOUS VOTE. Motion carried.

**3. OTHER BUSINESS**

Motion by Belt, second by Schultz, to approve the waiving of fees and penalties due on property parcels 773909385001, 773909385002, and 773909385003 owned by Avoca Betterment Association, Inc. Said amount still due and owing is \$8,356.00. UNANIMOUS VOTE (Drake, Belt, Schultz, Wichman) Motion carried.

Motion by Belt, second by Schultz, to approve and authorize Chairman to sign letter addressed the NRCS requesting soil loss study. UNANIMOUS VOTE (Belt, Schultz, Wichman). Motion carried.

**4. ADJOURN**

Motion by Belt, second by Schultz, to adjourn meeting. UNANIMOUS VOTE (Belt, Schultz, Wichman). Motion carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 2:55 PM.

\_\_\_\_\_  
Tom Hanafan, Chairman

\_\_\_\_\_  
Tim Wichman, Chairman Pro-Tem

ATTEST: \_\_\_\_\_  
Becky Belt, Finance, Auditor's Office

APPROVED: January 2, 2019  
PUBLISH: X