

**June 18, 2019**

**MET IN REGULAR SESSION**

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

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

After discussion was held by the Board, a Motion was made by Drake, second by Schultz, to approve

- A. June 11, 2019 , Minutes as read.
- B. Renewal of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Casey's Marketing Company d/b/a Casey's General Store #3204, Minden.
- C. Renewal of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Casey's Marketing Company d/b/a Casey's General Store #3205, Council Bluffs.
- D. Renewal of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Kum & Go #23, Neola.
- E. Renewal of Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor for Fill R Up, Inc., Council Bluffs.
- F. Conservation – Employee Payroll Status Change of Jeff Franco, Operation Supervisor.
- G. Conservation – Employee Payroll Status Change of Samantha Stivers, Administrative.
- H. Conservation – Employment of Zachary Moore, Brock Bortolotti, and Andrew West as NAM Seasonal.
- I. Sherriff's Office/Communications Division – Employment of Desiree Castro and Calee Morgal as Telecommunications Operator

UNANIMOUS VOTE. Motion carried.

**2. SCHEDULED SESSIONS**

After discussion was held by the Board, a Motion was made by Drake, and seconded by Belt, to approve Job Description for Environmental Education Coordinator/Naturalist; and to approve posting of said Job Description. UNANIMOUS VOTE. Motion carried.

Advance Southwest Iowa Corporation's Executive Director, Paula Hazelwood came before the Board to give an update on the Agency's quarterly activity and initiatives. This was a discussion only. No action was taken.

After discussion was held by the Board, a Motion was made by Belt, and seconded by Drake, to approve repairs and cost of Smoke Control System at Jail in the amount of \$145,000.00. Said funds are to be paid from the Bond Fund 1610. UNANIMOUS VOTE. Motion carried.

Motion by Schultz, second by Belt, to approve adding 238<sup>th</sup> Street and Dogwood Road to the Official Bituminous Road Resolution, and authorize Board to sign **Resolution No. 35-2019**, a Resolution entitled: Resolution for Establishing Official Bituminous Roads . Said Resolution is set out as follows:

**RESOLUTION NO. 35-2019**

**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
Dogwood Road	McPherson Avenue	East property line of 23973 Dogwood Road
238 <sup>th</sup> Street	Hwy 6	Hackberry Road

**Dated this 18<sup>th</sup> day of June, 2019.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tim Wichman, 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"/>
Lynn Grobe	<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, Grobe. Motion carried.**

Motion by Drake, second by Schultz, to approve and authorize Board to sign **Resolution No. 37-2019**, a Resolution to appropriate funds for FY 2019-20 Budget. Said Resolution is set out as follows:

**RESOLUTION NO. 37-2019**

**APPROPRIATIONS RESOLUTION**

**WHEREAS**, it is desired to make appropriations for each of the different officers and departments for the fiscal year beginning **July 1, 2019**, 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, 2019**.

**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 **2019-2020** 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 **2019-2020** Budget Year.

**SECTION 6:** All appropriations authorized in accordance with this resolution lapse, **June 30, 2020**.

**Dated this 18<sup>th</sup> day of June, 2019.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tim Wichman, 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"/>
Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

**ATTACHMENT**

FY 2019-2020 Pottawattamie County Budget Appropriations  
Original Appropriation June 18, 2019

DEPT #	DEPARTMENT NAME	CERTIFIED BUDGET 03/12/19	ORIGINAL 6/18/2019 Resolution 37-2019	Original Budget With Amendments	DEPT #
01	Board of Supervisors	11,807,743	11,807,743	11,807,743	01
02	Auditor	1,783,558	1,783,558	1,783,558	02
03	Treasurer	1,685,970	1,685,970	1,685,970	03
04	Attorney	3,250,927	3,250,927	3,250,927	04
05	Sheriff	8,270,698	8,270,698	8,270,698	05
06	Debt Service/Supervisors	3,013,290	3,013,290	3,013,290	06
07	Recorder	770,709	770,709	770,709	07
12	Medical Examiner	385,775	385,775	385,775	12
20	Secondary Roads	20,932,785	20,932,785	20,932,785	20
21	Veteran Affairs	500,899	500,899	500,899	21
22	Conservation	2,287,745	2,287,745	2,287,745	22
23	Physical Health & Education	689,627	689,627	689,627	23
24	General Assistance	205,735	205,735	205,735	24
25	DHS	447,800	447,800	447,800	25
27	Animal Control	164,233	164,233	164,233	27
29	Corrections-Jail	13,082,879	13,082,879	13,082,879	29

37	Communications-911	3,455,909	3,455,909	3,455,909	37
38	Environmental Health	664,876	664,876	664,876	38
40	Unemployment--HR	40,000	40,000	40,000	40
48	WIC	695,049	695,049	695,049	48
50	Human Resources	456,520	456,520	456,520	50
51	Building and Grounds	1,430,694	1,430,694	1,430,694	51
52	Information Services	2,109,380	2,109,380	2,109,380	52
53	Planning & Development	694,652	694,652	694,652	53
54	GIS	387,159	387,159	387,159	54
57	Promise Partners	328,040	328,040	328,040	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	1,973,951	1,973,951	1,973,951	60
99	Non Departmental	9,453,500	9,453,500	9,453,500	99
	<b>TOTAL</b>	<b>91,302,603</b>	<b>91,302,603</b>	<b>91,302,603</b>	

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

**3. OTHER BUSINESS**

After discussion was held by the Board, a Motion was made by Schultz, second by Belt, to approve and authorize Chairman to sign Amendment to the Agreement Between The Omaha-Council Bluffs Metropolitan Area Planning Agency and Pottawattamie County, Iowa to Grant 18POTT01 – Pottawattamie County CITIES Administration Cities of: Carson & Hancock. UNANIMOUS VOTE. Motion carried.

After discussion was held by the Board, a Motion was made by Schultz, second by Belt, to approve and authorize Chairman to sign Amendment to the Agreement Between The Omaha-Council Bluffs Metropolitan Area Planning Agency and Pottawattamie County, Iowa to Grant 17POTT01 – Pottawattamie County CITIES Administration Cities of: Macedonia, Minden, Treynor, and Walnut Projects. UNANIMOUS VOTE. Motion carried.

After discussion was held by the Board, a Motion was made by Drake, second by Schultz, to approve Agreement Between The Omaha-Council Bluffs Metropolitan Area Planning Agency and Pottawattamie County, Iowa to Grant 19POTT02 – Pottawattamie County CITIES Administration Cities of: Macedonia and Treynor. UNANIMOUS VOTE. Motion carried.

Motion by Drake, second by Grobe, to approve and authorize Board to sign **Resolution No. 36-2019**, a Resolution for Interfund Operating Transfer. Said Resolution is set out as follows:

**RESOLUTION NO. 36-2019**

**RESOLUTION FOR INTERFUND OPERATING TRANSFER**

**WHEREAS**, it is desired to transfer money from the Gaming Fund, to the Property Acquisition & Improvement 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 \$3,000,000 is ordered to be transferred from the Gaming Fund to the Property Acquisition & Improvement 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 18<sup>th</sup> day of June, 2019.**

**ROLL CALL VOTE**

AYE	NAY	ABSTAIN	ABSENT
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\_\_\_\_\_  
Tim Wichman, 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"/>
Lynn Grobe				

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

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

**4. RECEIVED/FILED**

**A. Salary Actions**

- 1) SW Iowa Juvenile Detention – Employment of Alexander Fuller; and Kara Tye.
- 2) Communications – Payroll Status Change of Alicia Cotton; Heather Cregeen.
- 3) Secondary Roads – Payroll Status Change of Zach Lairmore.

**B. Reports:**

- 1) Recorder’s Fee Book for May, 2019.

**5. ADJOURN**

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

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:15 AM.

\_\_\_\_\_  
 Tim Wichman, Chairman

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

APPROVED: June 20, 2019  
 PUBLISH: X