

**POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS
REGULAR SESSION AGENDA
TUESDAY, MAY 26, 2020
BOARD OF SUPERVISORS' HEARING ROOM
POTTAWATTAMIE COUNTY COURTHOUSE
227 SOUTH 6TH STREET
COUNCIL BLUFFS, IOWA 51501**

Participate in this meeting via:

In person: limit of 10 people in Board Hearing Room; limit of 10 people in Multi-Purpose Room
YouTube, at: <https://www.youtube.com/channel/UCeP9ZQIBgMpuSyOprlyMl6g>
Telephone Conference call: (712) 328-5848

Please note, per order of the Iowa State Governor, there is a 10 person limit in the Board of Supervisors Hearing Room. In the event there are more than 10 people present for this meeting, there will be an overflow area in the Multi-Purpose Room located in the basement of the Courthouse where you can view the meeting via YouTube. A telephone will also be available in the Multi-Purpose Room to participate via the telephone conference call option. There is a 10 person limit in the Multi-Purpose Room as well.

10:00 AM Pledge of Allegiance.

1. CONSENT AGENDA

- A. May 12, 2020, Minutes as read.
- B. Sheriff – Employment of Travis Kephart, as Deputy.
- C. Jail – Employment of Heidi Swanson, as Full-Time RN.
- D. Renewal of Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor for Kum & Go #0023, Neola.
- E. Renewal of Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor for Casey's Marketing Company DBA Casey's General Store #3204, Minden.
- F. Iowa Retail Permit for Cigarette/Tobacco/Nicotine/Vapor for Casey's Marketing Company DBA Casey's General Store, Council Bluffs.

2. SCHEDULED SESSIONS

- A. Michael Williams, Jim Garbina and Stephanie Dow / The Harry A. Koch Company; and Jana Lemrick / Director, Human Resources – Discussion and/or decision on renewal of County Employee's Life/AD&D insurance; Vision insurance; Voluntary Life Benefit; Dental insurance; and Long Term Disability benefit.
- B. Jana Lemrick / Director, Human Resources –
 - 1) Discussion and/or decision regarding the County's Holiday Policy and employees working on a designated County holiday, due to the COVID-19 pandemic; and
 - 2) Discussion and/or decision to approve and authorize Chairman to sign Memorandum of Understanding between Pottawattamie County and the

American Federation of State, County and Municipal Employees (AFSCME), Local 2364-911, concerning supplemental pay for employees of the Pottawattamie County Communications Center.

- C. Grant Anderson / Community & Economic Development Planner, MAPA – Bid opening for asbestos abatement for Carson and Macedonia downtown revitalization projects.
- D. Pam Kalstrup / Acting Director, Planning and Development –
 - 1) Discussion and/or decision to add Hunt Avenue from Hwy 6 to 238th Street to the Official Bituminous Road classification in Pottawattamie County; and to sign **Resolution No. 53-2020**, entitled Resolution for Establishing Official Bituminous Roads; and
 - 2) Final Plat of Criswell Subdivision, a subdivision in Hazel Dell Township, and sign **Planning and Zoning Resolution No. 2020-06**.
- E. Jason Slack / Director, Buildings and Grounds – Discussion and/or decision to:
 - 1) Allow Leuder to withdraw their bid on the Courthouse Renovation Project due to a clerical error; and
 - 2) Award Courthouse Renovation Project; and
 - 3) Approve 2020 Snow Removal request for proposals.
- F. Becky Belt / Finance, Auditor’s Office – Discussion and/or decision on Amendment to FY 2019-20 budget, and to set date for public hearing on said amendment.
- G. David Bayer – Demonstration of the new County Website and Employee Portal.
- H. Matt Wyant / Director, Planning and Development – Discussion on proposed Pottawattamie County Industrial Park Urban Renewal Plan for the Pottawattamie County Industrial Park Urban Renewal Area; decision on setting dates of consultation and a public hearing on the Proposed Plan; and sign **Resolution No. 54-2020**, entitled Resolution Determining the Necessity and Setting Dates of a Consultation and a Public Hearing on a Proposed Pottawattamie County Industrial Park Urban Renewal Plan for a Proposed Urban Renewal Area in Pottawattamie County, State Of Iowa.
- I. Matt Wyant / Planning and Development; Garfield Coleman / Safety and Risk Manager; Nick Jedlicka / Director, Veteran Affairs; and Jana Lemrick / Director, Human Resources – Discussion and/or decision on opening courthouse to the public.

3. OTHER BUSINESS

- A. Approve Articles of Agreement for Workforce Development Chief Elected Official Consortium Workforce Innovation and Opportunity Act of 2014 (Workforce Realignment 28E).
- B. Approve and authorize Chairman to sign Agreement between County and MAPA on CITIES Project 20POTTO3 – Pottawattamie County CITIES Administration for Cities of Avoca, Macedonia, Neola and Treynor.

4. RECEIVED/FILED

A. Salary Actions:

- 1) Communications – Payroll Status Change of Tammy Jensen
- 2) Secondary Roads – Payroll Status Change of Brady Schroder and Josh Dau.
- 3) Jail – Payroll Status Change of Luis Trujillo, Matt Corum, Kyle Putnam, and Kyle Hackett.
- 4) Conservation – Payroll Status Change of Andrew Casson.
- 5) IT – Payroll Status Change of Kellie Kincaid (change previously approved on May 5, 2020).

B. Reports:

- 1) Sheriff's Repots of Fees Collected and Disbursed for April 2020.

Monday, May 25, 2020

Courthouse Closed in Observance of Memorial Day

Wednesday, May 27, 2020

3:30 PM

Pottawattamie Arts, Culture & Entertainment, <https://meet.google.com/ohw-pdbc-zaq> OR
+1 315-933-0374 PIN: 498 550 805# (Belt/Grobe)