

Consent Agenda

September 5, 2023

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Shea presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

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

- A. August 29, 2023, Minutes as read.
- B. Jail – Employment of Melissa McLean as a Detention Officer.
- C. Auditor – Employment of Evelyn Fridholm as a Tax and Deed Specialist.
- D. August 2023 Vendor Publication Report.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion by Wichman, second by Miller, to approve funding for dry hydrants for East Pottawattamie County Soil & Water Conservation District in the amount of \$75,000, to be paid from gaming.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to extend Beaver Bounty Program until July 2024 and to approve \$5,000 for the program.

UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Jorgensen, to approve letter of support for Methodist Jennie Edmundson Behavioral Health.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Belt, to reject the petition as is of the Honeysuckle Road Secondary Roads Assessment District.

Roll Call Vote: AYES: Miller, Wichman NAYS: Shea, Belt, Jorgensen Motion Failed.

Motion by Belt, second by Jorgensen, to have Engineer provide the Board with new numbers to modify and approve the Honeysuckle Road Secondary Roads Assessment.

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

Motion by Wichman, second by Jorgensen, to approve and authorize Board to sign **Resolution No. 62-2023**, a Resolution authorizing an Economic Development Forgivable Loan Agreement with Robert J. Mings.

RESOLUTION NO. 62-2023

Resolution Authorizing Economic Development Forgivable Loan Agreement with Robert J. Mings

WHEREAS, a certain economic development forgivable loan agreement (the “Agreement”) between Pottawattamie County, Iowa (the “County”) and Robert J. Mings (the “Developer”) has been prepared pursuant to which the Developer would undertake the construction of street improvements (the “Street Improvements Project”) necessary for the development of the Stoneybrook East Phase 1 residential subdivision (the “Stoneybrook East Phase 1 Project”); and

WHEREAS, under the Agreement, the County would provide an economic development forgivable loan (the “Forgivable Loan”) to the Developer in a total amount not exceeding \$420,000 in order to pay a portion of the costs of the Street Improvements Project; and

WHEREAS, Chapter 15A of the Code of Iowa (“Chapter 15A”) declares that economic development is a public purpose for which a county may provide grants, loans, guarantees and other financial assistance to or for the benefit of private persons; and

WHEREAS, Chapter 15A requires that before public funds are used for grants, loans or other financial assistance, a board of supervisors must determine that a public purpose will reasonably be accomplished by the spending or use of those funds; and

WHEREAS, Chapter 15A requires that, in determining whether funds should be spent, a board of supervisors must consider any or all of a series of factors;

NOW, THEREFORE, IT IS RESOLVED by the Board of Supervisors of Pottawattamie County, Iowa, as follows:

Section 1. Pursuant to the factors listed in Chapter 15A, the Board of Supervisors hereby finds that:

- (a) The Street Improvements Project and the Stoneybrook East Phase 1 Project will add diversity and generate new opportunities for the Pottawattamie County and Iowa economies; and
- (b) The Street Improvements Project and the Stoneybrook East Phase 1 Project will generate public gains and benefits, particularly in the creation of new jobs and housing opportunities, which are warranted in comparison to the amount of the proposed Forgivable Loan.

Section 2. The Board of Supervisors further finds that a public purpose will reasonably be accomplished by entering into the Agreement and funding the Forgivable Loan to the Developer.

Section 3. The Forgivable Loan in an amount not to exceed \$420,000 is hereby approved subject to the terms and conditions set out in the Agreement to be entered into by the Developer and the County. The Chairperson and the County Auditor, or their designees, with advice from bond counsel to the County, are hereby authorized and directed to prepare any additional documentation and to make such changes to the Agreement as are deemed necessary to carry out the purposes of this Resolution. The Chairperson and the County Auditor are hereby authorized to execute such documents as may be necessary to implement the Forgivable Loan approved herein, including the Agreement, in substantially the form as has been presented to this Board of Supervisors.

Section 4. All resolutions or parts thereof in conflict herewith are hereby repealed.

Passed and Approved this September 5, 2023.

ROLL CALL VOTE

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

ATTEST: _____
Melvyn Houser, County Auditor

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

Motion by Belt, second by Miller, to approve and authorize Board Chairman to sign certificate of substantial completion for the Sheriff’s Office Expansion with a recommendation to withhold \$100,000 until the punch list is complete.
UNANIMOUS VOTE. Motion Carried.

3. OTHER BUSINESS

Motion by Wichman, second by Belt, to approve pay for Conservation’s Part-time Environmental Educator position, up to \$15/hr.
UNANIMOUS VOTE. Motion Carried.

Jana Lemrick/Director, Human Resources appeared before the Board to discuss the Memorandum of Understanding between Pottawattamie County and the General Drivers and Helpers Union, Local No. 554 for the employees of the Pottawattamie County Jail Detention Officer-Corporals effective October 1, 2023, through June 30, 2024.

Discussion only. No Action Taken.

4. COMMITTEE APPOINTMENTS

Board discussed Committee meetings from the past week.

Discussion only. No action taken.

5. RECEIVED/FILED

A. Out of State Travel Notification(s):

1) Sheriff – Out of State Travel Notification for John Cool.

B. Salary Action (s):

1) Conservation – Employment of Vigyaan Ramadhin as a HawkWatch Counter.

6. PUBLIC COMMENTS

The following individuals appeared before the Board:

Shawna Anderson

Tim Kealy

7. ADJOURN

Chairman Shea adjourned the meeting at 11:05 A.M

Brian Shea, Chairman

ATTEST:

Melvyn Houser, County Auditor

APPROVED: September 12, 2023

PUBLISH: X

Scheduled Sessions

**Paula Hazelwood/CEO, and
Shalimar Mazetis/Rural
Development Manager,
Advance Southwest Iowa
Corporation**

**Presentation and update on Advance Southwest Iowa
corporation.**

Rick Killion/Market President, Jason Hansen/President, and Amy Olsen/Senior Vice President, American National Bank and Lea Voss/Treasurer and Heather Ausdemore/Deputy, Treasurer's Office

Presentation on overview of the management of the deposit accounts the county has with American National Bank.

Matt Wyant/Director, Planning and Development

**Discussion and/or decision to authorize Board Chairman
to sign construction contract with Boyd Jones.**

Jeff Franco/Deputy Director,
Conservation

**Discussion and/or decision to approve welding contract
for pump station at Mt. Crescent Ski Area.**

John Rasmussen/Engineer

Discussion and/or decision on petition requirements.

Other Business

Maria Sieck/Administrator,
Public Health


**Discussion and/or decision to approve County funding
for flu shots for part-time employees.**

Committee Appointments

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

Received/Filed

Recorder

	mr# 46508	Aug-23		ck# 5313	
	Amount	Account #	Account Name		
	\$2,520.00	0001-1-07-8110-413000-000	Vital Records		
	\$1,109.00	0024-1-07-8110-400001-000	RMA		
	\$806.00	0001-1-07-8110-409000-000	ELSI		
	\$12,392.59	0001-1-07-8110-404000-000	Transfer Tax		
	\$26,214.00	0001-1-07-8110-400000-000	Office Fees		
	\$1,875.00	0001-1-07-8110-410000-000	Auditor Fees		
	\$320.00	0001-1-07-8110-402000-000	Boat Writing Fee		
	\$50.00	0001-1-07-8110-402000-000	Boat Liens		
	\$9,570.00	0001-1-07-8110-414000-000	Passports		
	\$70.00	0001-1-07-8110-415000-000	DNR Boat Postage		
	\$150.00	0001-1-07-8110-407000-000	ATV ROADPASS		
	\$1.50	0001-1-07-8110-417000-000	Hunting/Fishing License		
	\$35.00	001-1-07-8110-501000-000	Plat Books		
	\$0.00	001-1-07-8110-501000-000	Plat Books Postage		
	\$55,113.09	Total	Checks prepared by: A M 		

Fee Book (08/01/2023 - 08/31/2023)

Criteria: {FMXFUS01_RPT_POTT.TndrDate} >= #08/01/2023# AND {FMXFUS01_RPT_POTT.TndrDate} <= #08/31/2023#

	Count	Total Fund Amount
Recording Fees		
RMA	1107	\$1,109.00
E-Commerce	1107	\$1,109.00
Audit	337	\$1,875.00
Recording	1107	\$25,875.00
County Transfer Tax	181	\$12,392.59
State Transfer Tax	181	\$59,449.81
Photo Copies	23	\$339.00
Total For Recording Fees	4043	\$102,149.40
Other Fees		
COUNTY PASSPORT POSTAGE FUND	52	\$9,570.00
Total For Other Fees	52	\$9,570.00
Boats		
Boat Writing	21	\$320.00
Boat State	21	\$2,128.50
Boat Title County	19	\$235.00
Boat Title State	19	\$305.50
Boat Liens State	8	\$65.00
Use Tax	22	\$34,360.09
Boat Lien County	8	\$50.00
Road Pass	3	\$150.00
DNR Postage	14	\$70.00
Plat Book	1	\$35.00
Total For Boats	136	\$37,719.09
Hunt and Fish		
Hunt Fish County	3	\$1.50
Hunt Fish State	3	\$89.50
Total For Hunt and Fish	6	\$91.00
ELSI		
ELSI Couny	44	\$806.00
ELSI State	22	\$1,877.00
Total For ELSI	66	\$2,683.00
Vitals		
Cert Copy County	64	\$2,232.00
Cert Copy State	64	\$6,138.00
Marriage County	72	\$288.00
Marriage State	72	\$2,232.00
Total For Vitals	272	\$10,890.00
Collected Total:		\$163,102.49
Charged Total:		\$7.00
Grand Total:		\$163,109.49

POTTAWATTAMIE COUNTY OUT-OF-STATE TRAVEL NOTIFICATION FORM

This form is used to notify the Board of Supervisors of out-of-state travel and to provide an estimate of travel expenses. It must be submitted to the Board of Supervisor's office no later than one (1) week prior to the out-of-state travel.

TRAVEL INFORMATION

Name of Employee Traveling: Dan Temeyer

Department: Pottawattamie County Sheriff's Office

Destination: Las Vegas, NV

Date of Travel: FROM: 3 Dec 2023 TO: 8 Dec 2023

Name of Elected Official/Department Head Authorizing Travel: Andy Brown

PURPOSE OF TRIP

1. Conference Travel

- Giving a presentation
- Serving as panel member, chair
- Serving as an Office or Board Member
- Continuing Education
- Other please explain _____
- _____

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) _____

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage <input type="checkbox"/>	Airfare <input checked="" type="checkbox"/>	\$ 400.00
Lodging			\$ 1,018.01
Meals: Breakfast	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 80.00
Lunch	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 85.00
Dinner	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 155.00
Conf./Seminar Fee			\$ 550.00
Other:			
Total Estimated Cost			\$ 2,288.01

Meals may be included in conference fees or provided by the hotel. Indicate whether meal is included or not. If meal is not included, please refer to the U.S. General Services Administration website for allowable meal per diem at www.gsa.gov Select travel, select a state, select calculate per diem allowances for a trip, select your travel dates, select destination county, select breakdown, the total M&IE rate is listed (middle row), scroll up to the top of the page and select M&IE for breakdown by meal (breakfast, lunch, dinner), find the corresponding number on the far left for your total and the breakdown is provided.

Public Comments