

**January 2, 2025**

**MET IN REGULAR SESSION**

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

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

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

- A. December 17, 2024, Minutes as read.
- B. Thriving Families Alliance – Employment of Sarah Sampson as a Part Time Quality Supervisor.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Wichman, to adjourn Sine Die.

UNANIMOUS VOTE. Motion Carried.

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Susan Miller, Chairperson

ATTEST:

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Becky Lenihan, Finance and Tax Officer, Auditor’s Office

**January 2, 2025**

**MET IN REGULAR SESSION**

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

**2. SCHEDULED SESSIONS**

District Court Judge Maggie Popp Reyes appeared to swear in the following elected officials: Tim Wichman, Board of Supervisor, Brian Shea, Board of Supervisor, Mary Ann Hanusa, Auditor. District Court Judge Maggie Popp Reyes will swear in Andy Brown, Sheriff later today.

Motion by Wichman, second by Shea, to appoint Mary Ann Hanusa, County Auditor, as Temporary Chairperson for the election of a new Board Chairperson and Chairperson Pro-Tem for the year 2025.

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

Hanusa announced nominations are now in order for the office of Chairperson for 2025.

Belt was nominated by Shea and Jorgensen.

There being no further nominations, Hanusa declared it ceased. The Board proceeded to vote as follows:

Shea voted for Belt;  
Belt voted for Belt;  
Wichman voted for Belt;  
Miller voted for Belt; and  
Jorgensen voted for Belt.

Belt was elected Chairman for 2025.

Hanusa announced nominations are now in order for the office of Chairperson Pro-Tem for 2025.

Shea was nominated by Wichman and Miller.

There being no further nominations, Mary Ann Hanusa, County Auditor, declared it ceased. The Board proceeded to vote as follows:

Shea voted for Shea;  
Belt voted for Shea;  
Wichman voted for Shea;  
Miller voted for Shea; and  
Jorgensen voted for Shea.

Shea was elected Chairperson Pro-Tem for 2025.

Thereupon, Hanusa, Temporary Chairperson, turned the meeting over to Chairman Belt.

Motion by Shea, second by Wichman, to approve and authorize Board to sign **Resolution No. 05-2025**, entitled: Resolution Authorizing the County Engineer to Close Secondary Roads for Construction and/or Maintenance. Said Resolution is set out as follows:

**RESOLUTION NO. 05-2025**

**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 2nd day of January, 2025, that the County Engineer or Assistant 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 or Assistant County Engineer as follows:

For Construction: Any project as described in the approved “Pottawattamie County Secondary Road Construction Program for the fiscal year 2025-2026, and any approved supplements thereto.”

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

**Dated this 2nd day of January, 2025.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ 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"/>
_____ Brian Shea	<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: \_\_\_\_\_  
Mary Ann Hanusa, County Auditor

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

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

Motion by Miller, second by Shea, to approve and authorize Board to sign **Resolution No. 06-2025**, 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. 06-2025**

**RESOLUTION TO AUTHORIZE THE COUNTY ENGINEER TO ADMINISTER AND MANAGE CONTRACTS FOR THE SECONDARY ROADS DEPARTMENT, CERTIFY COMPLETION PAPERS AND MAKE FINAL ACCEPTANCE OF CONTRACT WORK USING LOCAL, FARM TO MARKET, AND FEDERAL AID FUNDS.**

**WHEREAS**, it is necessary that the Pottawattamie County Engineer or Assistant 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, as well as, Local and Federally funded contract construction work,

**NOW THEREFORE BE IT RESOLVED** by the Pottawattamie County Board of Supervisors in session this 2nd day of January, 2025, that said County Engineer John A. Rasmussen, or Assistant Engineer Brandon D. Burmeister be hereby designated,

authorized, and empowered on behalf of the Pottawattamie County Board of Supervisors to administer and manage contracts for the Secondary Roads Department, execute the Certification of Completion of Work and Final Acceptance thereof in accordance with plans and specifications utilizing Local, Farm-to-Market and Federally funded construction projects for the Secondary Roads Department in Pottawattamie County for the year 2025.

**Dated this 2nd day of January, 2025.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ 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"/>
_____ Brian Shea	<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: \_\_\_\_\_  
Mary Ann Hanusa, County Auditor

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

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

Motion by Shea, second by Jorgensen, to approve and authorize Board to sign **Resolution No. 07-2025**, 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. 07-2025**

**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 2nd day of January, 2025, 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
- Brandon Burmeister, Assistant County Engineer
- Mike Bonnet, Program Administrator
- Kristina R. Treantos, Operations Administrator

Dated this 2nd day of January, 2025.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ 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"/>
_____ Brian Shea	<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: \_\_\_\_\_  
Mary Ann Hanusa, County Auditor

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

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

**3. OTHER BUSINESS**

Motion by Miller, second by Jorgensen, 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 Shea, to establish a policy that the Board of Supervisors’ regular sessions will be held on the following day(s): Tuesday at 10:00 A.M. It shall be the prerogative of the Chairperson, with Board approval, to cancel or add a meeting day. UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve and authorize Board to sign **Resolution No. 01-2025**, a Resolution pertaining to the payment of County bills. Said Resolution is set out as follows:

**RESOLUTION NO. 01-2025**

**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 are 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 2nd Day of January, 2025.

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ 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"/>
_____ Brian Shea	<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: \_\_\_\_\_  
Mary Ann Hanusa, County Auditor

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

Motion by Wichman, second by Shea, to approve and authorize Board to sign **Resolution No. 02-2025**, a Resolution entitled: Resolution Appointing Deputies. Said Resolution is set out as follows:

**RESOLUTION NO. 02-2025**

**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:

- Attorney** Jon Jacobmeier, Chief Deputy unofficial
- Auditor** Linda Swolley, First Deputy, Real Estate
- Recorder** Kathie Kallas, First Deputy
- Sheriff** Steve Winchell, Chief Deputy
- Treasurer** Jamie Smothers, First Deputy  
Heather Ausdemore, First Deputy

**Dated this 2nd Day of January, 2025.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____ 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"/>
_____ Suan Miller	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

○ ○ ○ ○

ATTEST: \_\_\_\_\_  
 Mary Ann Hanusa, County Auditor

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

Motion by Shea, second by Jorgensen, to approve and authorize Board to sign **Resolution No. 03-2025**, 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. 03-2025**

**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, 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 2025-2026.

**RECAPITULATION**

RAILROADS	\$ 84,371,734.89
PIPELINE	\$ 77,563,790.93
<b>TOTAL FOR COUNTY</b>	<b>\$161,935,525.82</b>

**Dated this 2nd Day of January, 2025.**

**ROLL CALL VOTE**

	A YE	NA Y	AB STAIN	AB SENT
_____ Scott Belt	○	○	○	○
_____ Tim Wichman	○	○	○	○
_____ Susan Miller	○	○	○	○
_____ Brian Shea	○	○	○	○
_____ Jeff Jorgensen	○	○	○	○

ATTEST: \_\_\_\_\_  
 Mary Ann Hanusa, County Auditor

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

Motion by Wichman, second by Miller, to approve and authorize Board to sign **Resolution No. 04-2025**, a Resolution entitled: Construction Evaluation Resolution. Said Resolution is set out as follows:

**RESOLUTION NO. 04-2025**

**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, 2025, and January 31, 2026, 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 2nd day of January, 2025.**

**ROLL CALL VOTE**

	AYE	NAY	ABSTAIN	ABSENT
_____	<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"/>
Brian Shea				
_____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Jeff Jorgensen				

ATTEST: \_\_\_\_\_  
Mary Ann Hanusa, County Auditor

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

Motion by Shea, second by Miller, to approve the following newspapers as Official Newspapers for Pottawattamie County, Iowa for the 2025 year: The Herald-Oakland, 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 Carried.

Motion by Wichman, second by Shea, to approve the Pottawattamie County Courthouse being closed on the following legal holidays for 2025, as per Code of Iowa, Section 33.1:

MARTIN LUTHER KING, JR. DAY	JANUARY 20, 2025
PRESIDENT’S DAY	FEBRUARY 17, 2025
MEMORIAL DAY	MAY 26, 2025
INDEPENDENCE DAY	JULY 4, 2025
LABOR DAY	SEPTEMBER 1, 2025
VETERAN’S DAY (observed)	NOVEMBER 11, 2025
THANKSGIVING DAY	NOVEMBER 27, 2025
LIEU OF LINCOLN’S BIRTHDAY	NOVEMBER 28, 2025
CHRISTMAS	DECEMBER 25, 2025
NEW YEAR’S DAY 2026	JANUARY 1, 2026

UNANIMOUS VOTE. Motion Carried.

Motion by Miller, second by Jorgensen, to approve Federal Standard Mileage Rate for 2025, at .70¢ per mile.

UNANIMOUS VOTE. Motion Carried.



Motion by Wichman, second by Shea, to approve appointment of Supervisor Belt as first representative, and Jana Lemrick as second representative to IGHCP Board for 2025.  
 UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Shea, to approve appointment of Belt as first representative, and Miller as second representative to MAPA for 2025.  
 UNANIMOUS VOTE. Motion Carried.

After discussion was held by the Board, a Motion was made by Wichman, and seconded by Shea, to approve assignment to 2025 Representative Meetings as follows:

	Primary:	Secondary:
Advance SW Iowa Corp	Shea	Miller
Board of Health	Shea	Belt
Council Bluffs Airport Authority	Jorgensen	Belt
Conservation Board	Wichman	Shea
E911 Board	Shea	Wichman
East Pott Soil and Water Conserv.	Wichman	Miller
EMA Board	Shea	Wichman
Golden Hills RC&D	Miller	Jorgensen
Hungry Canyons	Miller	Jorgensen
Iowa West Racing Association	Belt	Miller
Loess Hills Alliance Board	Shea	Jorgensen
PACE	Jorgensen	Miller
Pott County Trails	Shea	Jorgensen
Pott Tourism Committee	Jorgensen	Shea
SW Iowa Juvenile Services	Jorgensen	Miller
SWIPCO/SWITA	Miller	Shea
Thriving Families Alliance	Belt	Miller
Veteran Affairs	Jorgensen	Shea
West Central Community Action	Jorgensen	Shea
West Pott Soil and Water Conserv.	Wichman	Belt
WIDA	Miller	Shea
Pott County Dept. Head	Belt	Miller
Pott County Policy Committee	Miller	Wichman
Pott County Wellness Committee	Wichman	Miller
Capital Plan Committee	Jorgensen	Miller
ROI Committee	Wichman	Shea
What Should Be Committee	Miller	Wichman

UNANIMOUS VOTE. Motion Carried.

Motion by Miller, second by Wichman, to approve reimbursement amount of \$50 per month for Elected Officials' mobile cellular usage for 2025.  
 UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Shea, to approve appointment of Jana Lemrick as Title VI Coordinator.  
 UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve and authorize Board to sign **Resolution No. 08-2025** entitled: TOWNSHIP TRUSTEE AND CLERK COMPENSATION.

**RESOLUTION NO. 08-2025**

**TOWNSHIP TRUSTEE AND CLERK COMPENSATION**

**WHEREAS**, the Pottawattamie County Board of Supervisors currently authorizes that all Township Trustees and Clerks may be compensated at the rate of \$50.00 per meeting, and

**WHEREAS**, all Trustees and Clerks are expected to attend three (3) meetings per fiscal year (Pre-budget, Budget, and Financial Report). The number of county paid meetings may only exceed three (3) in any year with prior approval from the Board of Supervisors. The meetings must be open to the public, posted at the County Court House and the Trustee or Clerk must attend the meeting to request payment.

**WHEREAS**, the following townships would like to hold additional meetings: Hazel Del – two, Lewis Township – nine, Neola – one, and Wright – one. The meetings must be open to the public, posted at the County Court House and the Trustee or Clerk must attend the meeting to request payment.

**WHEREAS**, Clerks are expected to conduct work sessions each month at which they update township receipts, disbursements, and other official records. Clerks may be compensated at a rate of \$50.00 per

month for this time. Only Township Clerks will be compensated for said work sessions and said sessions are limited to twelve (12) per year.

**WHEREAS**, all payments shall be made by the County Auditor’s Office and a completed affidavit timesheet shall be submitted to receive payment.

**NOW, THEREFORE, BE IT RESOLVED** that the Pottawattamie County Board of Supervisors authorized the Compensation and number of meetings/work sessions effective January 1, 2025:

**Approved this 2nd day of January, 2025.**

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott Belt	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>
_____ Tim Wichman	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>
_____ Susan Miller	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>
_____ Brian Shea	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>
_____ Jeff Jorgensen	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>

ATTEST: \_\_\_\_\_

Mary Ann Hanusa, County Auditor

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

Motion by Shea, second by Jorgensen, to approve starting pay for new Help Desk Technician at a Step 3 Grade 518.

UNANIMOUS VOTE. Motion Carried.

**4. COMMITTEE APPOINTMENTS**

**5. RECEIVED/FILED**

A. Salary Action(s):

- 1) Sheriff – Payroll status change for John Cool.
- 2) Secondary Roads – Payroll status change for Mike Bonnet.
- 3) Jail – Payroll status change for Devin Mayne.
- 4) Jail – Payroll status change for Robert Gran, Riley Jones, Jake Meyer, Craig Thomas, Ryan Thompson, Braydon Nguyen, Adam Rutledge, Nina Noang, Valerie Kinney, Brent Fauble, Jacob Meyer, Nolan Darnell, Amber Roberts, and Dustin Ceder.
- 5) Sheriff – Payroll status change for Teresa Schultz and Tanner Frain.
- 6) Crescent Ridge Ski Hill – Employment of Maximillian Leland as a Kitchen Staff Team Member.
- 7) Crescent Ridge Ski Hill – Employment of Chloe Andersen as a Chair Lift Operator.
- 8) Crescent Ridge Ski Hill – Employment of Keira Diehm and Alexa Simmons as a Hospitality and Guest Services.
- 9) Animal Control – Payroll status change for Abigail Leggett.
- 10) SWI Juvenile Detention Center – Employment of Cassandra Von’Trerasoski and Dominic Bryant as a Part-time Youth Correction Worker.
- 11) Communications – Payroll status change for Ian Beinlich.

B. Report(s):

- 1) Sheriff Report of Fees Disbursed and Collected for November 2024.
- 2) Annual Urban Renewal Report, Fiscal Year 2023-2024.

**6. PUBLIC COMMENTS**

No Public Comments.

**7. ADJOURN**

Motion by Wichman, second by Shea, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 10:57 A. M

\_\_\_\_\_  
Scott Belt, Chairman

ATTEST:

\_\_\_\_\_  
Mary Ann Hanusa, Auditor

APPROVED: January 7, 2025

PUBLISH: X

January 7, 2025

MET IN REGULAR SESSION

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

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

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

- A. January 2, 2025, Minutes as read.
- B. December 2024 Vendor Publication Report.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Iowa State Senator Dan Dawson and State House Representatives Brent Siegrist, David Sieck, and Josh Turek appeared before the Board to give an update. Discussion only. No Action Taken.

Motion made by Shea, second by Jorgensen, to approve and sign Proclamation recognition of January 9<sup>th</sup>, as National Law Enforcement Appreciation Day.

Pottawattamie County Board of Supervisors Proclamation

National Law Enforcement Appreciation Day January 9, 2025

Whereas, the health and safety of the citizens of Pottawattamie County, Iowa, is important to the happiness, prosperity and well-being of our counties families and community, and

Whereas, Pottawattamie County, Iowa, is the home of dedicated law enforcement officers who put their lives on the line to keep our County safe; and

Whereas, these officers stand as leaders and teachers, educating the community about the importance of public safety; and

Whereas, Pottawattamie County, Iowa, appreciates the extraordinary efforts and sacrifices made by law enforcement and their family members on a daily basis in order to protect our schools, workplaces, roadways, and homes; and

Whereas, National Law Enforcement Appreciation Day is an opportunity to show our support for law enforcement;

NOW, THEREFORE, BE IT RESOLVED that the Pottawattamie County Board of Supervisors hereby proclaim January 9, 2025, as "National Law Enforcement Appreciation Day", in Pottawattamie County, Iowa.

Dated this 7<sup>th</sup> day of January 2025.

	<b>ROLL CALL VOTE</b>			
	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○
Scott Belt, Chairman				
_____	○	○	○	○
Tim Wichman				
_____	○	○	○	○
Susan Miller				
_____	○	○	○	○
Brian Shea				

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

○ ○ ○ ○

Attest:

\_\_\_\_\_  
Mary Ann Hanusa, County Auditor, Pottawattamie County, Iowa

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

Paula Hazlewood, CEO and Shalimar Mazetis, Manager, Rural Development, Advance Southwest Iowa Corporation, appeared before the Board to give an update on Advance Southwest Iowa Corporation. Discussion only. No Action Taken.

After discussion Paula Hazlewood, CEO, Advance Southwest Iowa Corporation, requested to come back to speak at the January 14, 2025, Board meeting, to clarify discrepancy between 2 sets of by-laws regarding Resolution No. 09-2025.

Motion by Shea, second by Miller, to approve and authorize Chairman to sign contract for bridge replacement project L-(WS31)—73-78 with GovCo Inc. in the amount of \$198,250.00. UNANIMOUS VOTE. Motion Carried.

**3. OTHER BUSINESS**

Discussion on Board Members’ assignments to 2025 Representative Appointments. Discussion only. No Action Taken.

**4. COMMITTEE APPOINTMENTS**

Board discussed Committee meetings from the past week.

**5. PUBLIC COMMENTS**

No public comments.

**6. CLOSED SESSION**

Motion by Wichman, second by Shea, to go into Closed Session pursuant to Iowa Code 20.17(3) for discussion and/or decision on labor negotiations/collective bargaining matters.

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

Motion by Shea, second by Miller, to go out of Closed Session.

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

**7. BUDGET STUDY SESION**

- 1) Human Resources
- 2) Recorder
- 3) Treasurer
- 4) Buildings and Grounds
- 5) GIS

**8. ADJOURN**

Motion by Shea, second by Miller, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 4:08 P. M.

\_\_\_\_\_  
Scott Belt, Chairman

ATTEST:

\_\_\_\_\_  
Mary Ann Hanusa, Auditor

APPROVED: January 14, 2025

PUBLISH: X

**January 14, 2025**

**MET IN REGULAR SESSION**

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

**PLEDGE OF ALLEGIANCE**

**1. CONSENT AGENDA**

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

- A. January 7, 2025, Minutes as read.
- B. Public Health/Animal Control – Employment of Jill Chapman as an On Call Animal Control Officer.
- C. Jail – Employment of Abigail Phillips as a PRN Registered Nurse.
- D. Communications – Employment of Michaela Fenner as a Telecommunicator.

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Motion by Wichman, second by Shea, to approve and authorize Board Chairperson to sign the FY25 NIROC aerial photo agreement for Pottawattamie County and MAPA.

UNANIMOUS VOTE. Motion Carried.

Motion by Miller, second by Shea, to open Public Hearing on **Ordinance No. 2025-01** (ZTA-2024-03), an ordinance to amend Pottawattamie County, Iowa Zoning Ordinance, Chapter 8.004.095, Accessory Dwelling Units.

**Roll Call Vote: AYES: NAYS: Motion Carried.**

Motion by Shea, second by Jorgensen, to close public hearing.

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

Motion by Jorgensen, second by Shea, to approve First Consideration of **Ordinance No. 2025-01** (ZTA-2024-03), and ordinance to amend Pottawattamie County, Iowa Zoning Ordinance, Chapter 8.004.095, Accessory Dwelling Units; and setting date for Second Consideration for January 21, 2025.

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

Suzanne Watson/Director, Community Services appeared before the Board to give an update on the Behavioral Health Administrative Service Organization for Districts 4 and 1.

Discussion only. No Action Taken.

Mark Eckman/Executive Director, Pottawattamie Tourism and Melvyn Houser/Chairman, Pottawattamie Tourism appeared before the Board to give an update on Pottawattamie Tourism.

Discussion only. No Action Taken.

Motion by Shea, second by Jorgensen, to approve funding request for Western Iowa Development Association in the amount of \$60,000 for FY 25/26 from gaming. Belt offered letter of support for grant application with Community Foundation.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve and authorize Chairman to sign project plans for BROS-C078(177) – 8J-78; a bridge replacement project on 210<sup>th</sup> Street over Pigeon Creek.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Miller, to approve and endorse replacement of bridge Lewis 08, FHWA#284900, to FY 2026 Five Year Plan.

UNANIMOUS VOTE. Motion Carried.

Motion by Jorgensen second by Shea, to approve the posting of the Public Health Preparedness Coordinator position to start July 1, 2025.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve MOU with Omaha Vet Center to use the Veterans Service conference room for Veteran Counseling Sessions until 2029.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Wichman, to approve preliminary plans for modifications to Courthouse entrance with funds coming out of land and building improvement fund and for the work to be done in the Spring.

UNANIMOUS VOTE. Motion Carried.

### 3. OTHER BUSINESS

Motion by Wichman, second by Shea, to approve hiring and pay for Kellie Jones, Telecommunicator, at a Step 4.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, and second by Wichman, to approve Pottawattamie County Treasurer's Semi- Annual Report for 7/1/2024 – 12/31/2024.

UNANIMOUS VOTE. Motion Carried.

Motion by Jorgensen, second by Miller, to approve precinct election official compensation as follows:

Precinct Chairperson: \$250 per election and \$8 per hour for election training sessions.

Precinct Officials: \$200 per election and \$8 per hour for election training sessions. Officials serving a half a day \$100, anything less than half of day is paid at \$8 per hour.

Special Precinct Election Board, Result Couriers, Health Care Facility Board, Post-Election Audit, Satellite workers, extra help in the Office: \$15 per hour. Mileage is paid per Board of Supervisors yearly approved amount.

UNANIMOUS VOTE. Motion Carried

Motion by Shea, second by Jorgensen, to approve Board of Supervisors 2025 Representative Appointments.

UNANIMOUS VOTE. Motion Carried.

### 4. COMMITTEE APPOINTMENTS

Board discussed Committee meetings from the past week.

### 5. RECEIVED/FILED

#### A. Salary Action(s):

- 1) Crescent Ridge Ski Hill – Employment of Charles McGovern and Isabel Livingston as Ski and Snowboard Instructors.
- 2) Crescent Ridge Ski Hill – Employment of Adrienne Redding, Jason Vannordstrand, Alex Petranick, Jason Rudebush, Elliott Freeman and Thomas Bohnenkamp as Chair Lift Operators.
- 3) Communications – Payroll status changes for Ian Beinlich, Kena Woods, and Haylee Lee.
- 4) Public Health – Payroll status change for Rebekkah Reilich.
- 5) SWI Juvenile Detention – Employment of Shanekia Colbert as a Part Time Youth Corrections Worker

#### B. Out of State Travel Notification(s):

- 1) Sheriff – Out of State Travel for Anthony Kava and Ryan Avis.
- 2) Conservation – Out of State Travel for Dustin Clayton, Rene Stroud, and Amy Campagna.

#### C. Report(s):

- 1) Recorder Fee Book for December 2024.

### 6. PUBLIC COMMENTS

The following individuals appeared before the Board:

Mayor Matt Walsh

Brandon Garrett

### 7. CLOSED SESSION

Motion by Wichman, second by Miller, to go into Closed Session pursuant Iowa Code 20.17(3) for discussion and/or decision on labor negotiations/collective bargaining matters

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

Motion by Wichman, second by Jorgensen, to go out of Closed Session.

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

### 8. 1:00 P.M. BUDGET STUDY SESSION

- 1) Planning and Development
- 2) Environmental Health
- 3) Animal Control
- 4) Public Health
- 5) Sheriff
- 6) Jail
- 7) 911

**9. ADJOURN**

Motion by Jorgensen, second by Miller, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 3:55 P. M

\_\_\_\_\_  
 Scott Belt, Chairman

ATTEST:

\_\_\_\_\_  
 Mary Ann Hanusa, Auditor

APPROVED: January 21, 2025

PUBLISH: X



**January 21, 2025**

MET IN REGULAR SESSION

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

PLEDGE OF ALLEGIANCE

Chairman Belt read the Public Comment Policy statement.

**1. CONSENT AGENDA**

After discussion was held by the Board, a Motion was made by Miller, and seconded by Shea, to remove items 2. A. and 3. B. from the agenda and to approve Consent agenda:

- A. January 14, 2025, Minutes as read.
- B. Information Technology - Employment of Zachary Gallardo as a Help Desk Technician I

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Motion by Shea, second by Jorgensen, to approve Second Consideration of **Ordinance No. 2025-01(ZTA=2024-03)**, an Ordinance to amend Pottawattamie County, Iowa Zoning Ordinance, Chapter 8.004.095, Accessory Dwelling Units; and to adopt **Ordinance No. 2025-01** into law.

**POTTAWATTAMIE COUNTY, IOWA  
ORDINANCE NO. 2025-01**

**AN ORDINANCE** to amend Chapter 8, of Pottawattamie County, Iowa Zoning Ordinance:

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

**SECTION 1a - REPEAL OF CONFLICTING ORDINANCES:** That section 8.004.095.01 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 1b - 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 8.004.095:

- .01 The size of the parcel or lot upon which an ADU will be situated shall be two times larger than the minimum lot size for the zoning *district* in which the parcel or lot is located. Parcels or lots smaller than this requirement may apply for a Conditional Use Permit.

**SECTION 2a - REPEAL OF CONFLICTING ORDINANCES:** That section 8.004.095.03 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 2b - 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 8.004.095:

- .03 The minimum total square footage of the ADU shall be not less than two hundred sixty (260) square feet. The total square footage of the ADU shall be subordinate to the principal structure.

**SECTION 3a - REPEAL OF CONFLICTING ORDINANCES:** That section 8.004.095.12 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 3b - 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 8.004.095:

- .12 ADUs shall not be allowed on private roads or ingress/egress easements.

**SECTION 4a - REPEAL OF CONFLICTING ORDINANCES:** That section 8.004.095.13 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 4b - 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 8.004.095:

.13 Reserved.

**SECTION 5 - 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 6 - REPEAL OF CONFLICTING ORDINANCES:** That all ordinance or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 7 - EFFECTIVE DATE:** This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED January 21, 2025.

ROLL CALL VOTE

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

Attest: \_\_\_\_\_  
Mary Ann Hanusa, County Auditor  
Pottawattamie County, Iowa



NOTICE OF PUBLIC HEARING PUBLISHED:	January 9, 2025
BOARD OF SUPERVISORS PUBLIC HEARING:	January 14, 2025
FIRST CONSIDERATION:	January 14, 2025
SECOND CONSIDERATION:	January 21, 2025
PUBLICATION:	January 30, 2025
RECORD:	January 31, 2025

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

Motion by Miller, second by Shea, to approve Southwest Iowa Planning Council (SWIPCO) annual membership dues in the amount of \$11,610 for the FY 25/26.  
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve Southwest Iowa Transit Agency (SWITA) funding request in the amount of \$6,000 for the FY 25/26.  
UNANIMOUS VOTE. Motion Carried.

**3. OTHER BUSINESS**

A discussion was held regarding authorized signers for the Board of Supervisors' claims. After discussion, it was determined that Resolution 01-2025 should be amended and brought to the Boards meeting on January 28<sup>th</sup>.  
Discussion only. No Action Taken.

**4. COMMITTEE APPOINTMENTS**

Board discussed Committee meetings from the past week.

**5. RECEIVED/FILED**

A. Salary Action(s):

- 1) Public Health - Memo for Pay Grade for Public Health Emergency Preparedness Coordinator.
  - 2) Crescent Ridge Ski Hill – Payroll status change for Jacob Reimer.
- B. Report(s):
- 1) Utilization of Remaining Urban Renewal Bond Memo.

**6. PUBLIC COMMENTS**

The following individuals appeared before the Board:  
Shawna Anderson

**7. STUDY SESSION**

Discussion on the deadline for adding items to the Board of Supervisors weekly Agenda .  
Discussion only. No Action Taken.

**8. 1:00 P.M. BUDGET STUDY SESSION**

- 1) IT
- 2) Medical Examiner
- 3) Veterans Service Office
- 4) General Assistance/Mental Health/Substance

**9. ADJOURN**

Motion by Shea, second by Jorgensen, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 1:30 P. M.

\_\_\_\_\_  
Scott Belt, Chairman

ATTEST: \_\_\_\_\_  
Mary Ann Hanusa, Auditor

APPROVED: January 28, 2025  
PUBLISH: X

**January 28, 2025**

**MET IN REGULAR SESSION**

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

**PLEDGE OF ALLEGIANCE**

Chairman Belt read the Public Comment Policy statement.

**1. CONSENT AGENDA**

After discussion was held by the Board, a Motion was made by Jorgensen, and seconded by Shea, to remove 3. A. from the agenda and to approve Consent agenda:

A. January 21, 2025, Minutes as read.

UNANIMOUS VOTE. Motion Carried.

**2. SCHEDULED SESSIONS**

Introduce New Hires to Board.

Laura Monson/Education Coordinator, East and West Pottawattamie Soil and Water, Kami Willett/Chair, East Pottawattamie County Soil and Water, and Kelsey Blodgett/Resource Team Lead, West Pottawattamie County Soil and Water appeared before the Board to give a presentation of annual review. Discussion only. No Action Taken.

Antonia Krupicka-Smith/Director, Council Bluffs Public Library, Kari Rose/Director, Eckles Memorial Library, Sabrina Lewis/Director, Avoca Public Library, Shannon Putney/Director, Carter Lake Public Library, and Tonya Feekes/Director, Walnut Public Library appeared before the Board to give a Countywide public library update and discuss funding request. Discussion only. No Action Taken.

Motion by Wichman, second by Shea, to approve Board Chair to sign certification on FEMA CRS Community Annual Recertification and Progress Report.  
UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to approve Pottawattamie County 2025 ICAP Insurance renewal.  
UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Miller, to approve Board Chair to sign agreement with A/C Lightning Protection in the amount of \$13,942.00 for the Public Health building paid out of land fund.  
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Wichman, to approve Board Chair to sign agreement with Loftus Heating and Air for Water Softener System in the amount of \$2,600.00 for the Public Health building paid out of land fund.  
UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to approve Board Chair to sign agreement with ECO in the amount of \$24,059.00 for additional security items for Public Health building paid out of land fund.  
UNANIMOUS VOTE. Motion Carried.

Jason Slack appeared before the Board to discuss options for main lobby for sun glare after discussion the Board would like more information on options.  
Discussion only. No Action Taken.

**3. OTHER BUSINESS**

Motion by Wichman, second by Shea, to approve Mitch Kay as an authorized signer for the Board of Supervisors claims. The Pottawattamie County Affidavit Claim Authorization shall be filled out and returned to the Auditor.  
UNANIMOUS VOTE. Motion Carried.

Motion by Miller, second by Wichman, to set the temporary Board agenda deadline at noon 3 business days before the Board meeting. The final Board agenda deadline shall be noon 2

business days before the meeting. Personnel actions must be presented by 9:30 A.M. the day before the Board meeting to be included on the agenda. The notice on the intranet will remain the same for the public.

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

#### 4. COMMITTEE APPOINTMENTS

Board discussed Committee meetings from the past week.

#### 5. RECEIVED/FILED

- A. Salary Action(s):
  - 1) Crescent Ridge Ski – Employment of Mila Hunt and Ryan Dibben as a Chair Lift Operators.
  - 2) Jail – Payroll status change for Cole Button.
- B. Out of State Travel Notification(s):
  - 1) Secondary Roads – Out of State Travel notification for John Rasmussen.
- C. Report(s):
  - 1) Sheriff Report of Fees Disbursed and Collected for December 2024.

#### 6. PUBLIC COMMENTS

No public comments.

#### 7. CLOSED SESSION

Motion by Shea, second by Miller, to go into Closed Session pursuant Iowa Code 20.17(3) for discussion and/or decision on labor negotiations/collective bargaining matters

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

Motion by Shea, second by Miller, to go out of Closed Session.

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

Motion by Shea, second by Wichman, to go into Closed Session pursuant to Iowa Code 21.5.(1)(i) for discussion and/or decision on personnel matters.

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

Motion by Shea, second by Miller, to go out of Closed Session.

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

#### 8. 1:00 P.M. BUDGET STUDY SESSION

- 1) Attorney
- 2) DHS
- 3) Thriving Family Alliance
- 4) Secondary Roads
- 5) WIC
- 6) Conservation
- 7) Auditor

#### 9. ADJOURN

Motion by Miller, second by Shea, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 3:00 P. M.

\_\_\_\_\_  
Scott Belt, Chairman

ATTEST:

\_\_\_\_\_  
Mary Ann Hanusa, Auditor

APPROVED: February 4, 2025

PUBLISH: X