

The Union County Board of Supervisors met in Regular Session on Tuesday, January 3, 2017. The meeting was called to order at 9:00 AM with the following members present: Ron Riley, Dennis Brown, and Lois Monday. Also present from the Creston Community School Government Class: Katie Powers, Kristy Powers, Olivia Hartman and Jordan Phillips.

ELECTION OF CHAIR: Motion by Monday and seconded by Riley to appoint Dennis Brown as Chair. All voting aye, motion carried.

ELECTION OF VICE CHAIR: Motion by Brown and seconded by Riley to appoint Lois Monday as Vice Chair. All voting aye, motion carried.

AGENDA: Motion by Riley and seconded by Brown to approve the Agenda. All voting aye, motion carried.

MINUTES: Motion by Riley and seconded by Brown to approve the minutes from December 27, 2016. All voting aye, motion carried.

OPEN FORUM: Lenny Thompson spoke in open forum.

AUDITOR'S QUARTERLY REPORT: Motion by Riley and seconded by Monday to accept the Auditor's Quarterly Report for FY16/17. All voting aye, motion carried.

CONSTRUCTION EVALUATION RESOLUTION (MASTER MATRIX): Motion by Riley and seconded by Monday to approve **Resolution #10 FY16/17**. 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, 2017 and January 31, 2018 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 created 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 UNION COUNTY that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3). Roll Call Vote: Monday, aye; Riley, aye; Brown, aye; motion carried.

DEFERRED COMPENSATION BOARD RESOLUTION: Motion by Riley and seconded by Monday to approve **Resolution #11 FY16/17**. BE IT RESOLVED that the Chairman of the Union County Board of Supervisors, and Sandy Hysell, Union County Auditor, or either one of them acting individually, are hereby authorized to establish a deferred compensation program for participating employees and to perform all acts necessary to fulfill the obligations of Union County relative to said program. The participating employee shall be authorized to sell, assign and endorse for transfer certificates representing stocks, bonds or other securities now registered or hereafter registered as a result of participating in the Union County IA 457 Deferred Compensation Plan. I, Dennis Brown, Chairman of the Union County Board of Supervisors, established under the laws of the State of Iowa, hereby certify that the foregoing is a true copy of a resolution duly adopted by the Board of Supervisors of said County in Iowa, at a meeting duly held the 3rd day of January, 2017, at which a quorum was present and voting, and that the same has not been repealed or amended, and remains in full force and effect. Roll Call Vote: Monday, aye; Riley, aye; Brown, aye; motion carried.

DEPOSITORY RESOLUTION: Motion by Monday and seconded by Riley to approve **Resolution #12 FY16/17**. BE IT RESOLVED that the Union County Board of Supervisors

of Union County, Iowa approves the following list of financial institutions to be depositories of the Union County funds in conformance with all applicable provisions of Iowa Code Chapters 452 and 453 (1983) as amended by 1984 Iowa Acts, S.F. 2220. The Recorder, Treasurer, Sheriff, Auditor is hereby authorized to deposit the Union County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below:

	Name of Depository Office	Location	Maximum Balance In Effect Under Prior Resolution	Maximum Balance In Effect Under This Resolution
Recorder:	IA St Savings Bank	Creston	150,000.00	150,000.00
Treasurer:	Great Western Bank	Creston	2,000,000.00	1,000,000.00
	State Savings Bank	Creston	1,000,000.00	1,000,000.00
	First Nat'l Bank	Creston	5,000,000.00	5,000,000.00
	IA St Savings Bank	Creston	8,000,000.00	8,000,000.00
	PCSB	Creston	2,000,000.00	1,000,000.00
	IA Public Agency % Norwest Bank	Des Moines	1,000,000.00	1,000,000.00
Sheriff:	First Nat'l Bank	Creston	350,000.00	350,000.00
	PCSB	Creston	100,000.00	100,000.00
	IA St Savings Bank	Creston	25,000.00	25,000.00
Auditor:	First Nat'l Bank	Creston	25,000.00	25,000.00
	PCSB	Creston	25,000.00	25,000.00

Approved on this 3rd day of January, 2017. Roll Call Vote: Monday, aye; Riley, aye; Brown, aye; motion carried.

HOLIDAY SCHEDULE: Motion by Riley and seconded by Monday to approve the Union County 2017 Holiday Schedule.

President's Day	Mon., Feb. 20, 2017
Good Friday-1/2 day	Fri., April 14, 2017
Memorial Day	Mon., May 29, 2017
Independence Day	Tues., July 04, 2017
Labor Day	Mon., Sept. 04, 2017
Veterans Day	Fri., Nov. 10, 2017
Thanksgiving Day	Thurs., Nov. 23, 2017
Day after Thanksgiving	Fri., Nov. 24, 2017
Christmas Day	Mon., Dec 25, 2017
Day After Christmas	Tues., Dec. 26, 2017
New Year's Day	Mon., Jan 01, 2018

All voting aye, motion carried.

OFFICIAL NEWSPAPERS: Motion by Monday and seconded by Riley to appoint the Creston News Advertiser and The Afton Star Enterprise as the 2017 Union County official newspapers. All voting aye, motion carried.

REAFFIRM 28E AGREEMENT: Motion by Monday and seconded by Riley to sign the 28E Agreement between Union County and Guthrie County for sanitarian services. All voting aye, motion carried.

RECORD RETENTION RESOLUTION: Motion by Riley and seconded by Monday to approve **Resolution #13 FY16/17**. The following is a list of records which are to be destroyed (after appropriate documents are scanned and checked) by burning in accordance with law and as authorized by the Union County Board of Supervisors on January 3, 2017. County records included are:

RECOMMENDED RETENTION

RECORDS

Receipts
 Secondary Roads Receipts
 Claims
 Mental Health Copies for Claims

DESTROYED AFTER

1 yr After Audit
 1 yr After Audit
 2 yr after Audit
 2 yr after Audit

Handwritten Claims	2 yr after Audit
Payroll time cards and Ledgers	5 yr after
Annual reports receipts, expenditures, balances	10 yr
General ledger, expenditure & revenue ledgers	10 yr
Closed Session Tapes	10 yr
Board AGENDA	Administrative & legal values ended.
Health Insurance Reports	Administrative & legal values ended.
Returned Homestead & Military disallowances	Administrative & legal values ended.

Roll Call Vote: Monday, aye; Riley, aye; Brown, aye; motion carried.

SUPERVISORS ORGANIZATION RESOLUTION: Motion by Riley and seconded by Monday to approve **Resolution #14 FY16/17**. Be It Resolved by the Union County Board of Supervisors that their regular meeting days be set for each Monday of the month and claims will be approved the second and fourth Mondays of each month. Special sessions to be held on Wednesday when possible. Business will be conducted pursuant to Robert's Rules of Order except, Chairman of the Board can make motions or second motions for prompt flow of business. No bills will be allowed unless they carry the approval of the officer empowered to order the same. That the aid of the Poor must be obtained through the County General Relief Designee (MATURA Action Corporation) or Chair of the Board of Supervisors. That all claims must be itemized in full with vendor invoice and signed by office head. Claims must be filed in the Auditor's office by noon on Thursday preceding the weekly session of the Board, exceptions with the discretion of the Board. Roll Call Vote: Riley, aye; Monday, aye; Brown, aye; motion carried.

TREASURER CERTIFICATION OF APPOINTMENTS: Motion by Monday and seconded by Brown to approve Jenny Wheeler as Deputy Treasurer and Stacey Graham as Driver's License Deputy as recommended by Union County Treasurer, Kelly Busch. All voting aye, motion carried.

AUDITOR CERTIFICATION OF APPOINTMENTS: Motion by Riley and seconded by Monday to approve Tandy Steele as Auditor/Elections Deputy, Lindsay Campbell as Real Estate Deputy, and Amber Hamm as Clerk as recommended by Union County Auditor, Sandy Hysell. All voting aye, motion carried.

SHERIFF CERTIFICATION OF APPOINTMENTS: Motion by Monday and seconded by Riley to approve Steve Maitlen as Chief Deputy; Dan McNeill as Sgt. Deputy; Chad Woods as Deputy; Brian Burkhalter as Deputy; Cody Luther as Deputy; Tracy Chapman as Civil Clerk; Dorie Shiltz as Chief Jailer; Josh Christensen as Assistant Chief Jailer; Christy Bristow as Jailer; Jacob McGuire as Jailer; Joshua Winebrenner as Jailer; Taner Morey as Part-Time Jailer; and Eric Denton as Part-Time jailer as recommended by Union County Sheriff, Rick Piel. All voting aye, motion carried

SECONDARY ROADS REORGANIZATION: Assistant to the Engineer Position: Motion by Riley and seconded by Monday as of January 1, 2017 to eliminate the Assistant to the Engineer position. All voting aye, motion carried. **Interim Department Director:** Motion by Riley and seconded by Monday to approve Larry Murdock as Temporary Interim Department Director for 60 days or when the new Union County Engineer starts. Murdock will receive a temporary wage increase of \$7.50 per hour starting December 28, 2016. All voting aye, motion carried. **Temporary Wage Increase:** Motion by Riley and seconded by Monday to give Brenda Mahan a temporary wage increase of \$2.50 starting December 28, 2016 for the extra duties she will taking on for 60 days or until the new Union County Engineer starts. All voting aye, motion carried.

BUILDING AND GROUNDS STEP WAGE INCREASE: Motion by Riley and seconded by Monday to give Paul Boden a step wage increase of 3.6% starting January 1, 2017. All voting aye, motion carried.

ADA BOARD: Motion by Monday and seconded by Riley to approve the ADA Board appointments; Betty Crittenden, Allison Danilovich, Rick Piel, Sandy Hysell, Paul Boden, Larry Murdock, Doug Jones, and Dennis Brown. All voting aye, motion carried.

CONDEMNATION COMMISSION: Motion by Riley and seconded by Monday to appoint the following: LICENSED REAL ESTATE BROKERS OR SALESMEN: Dennis Carter, Retta Ripperger, Korina Loudon, Bruce Jamie Travis, and Diane Poore. BANK AND/OR LOAN AGENCIES: Thad Sickels (PCSB), Ty Rogers (Iowa State Savings Bank), Randy Ringsdorf (First National), Scott Coen (State Savings), and Kelly Richards (Great Western).

OWNERS-OPERATORS OF AGRICULTURE PROPERTY: Richard Ide, Eddie Ehm, Ann Moore, and Leslie Wurster. OWNERS OF CITY PROPERTY: Franklin Eighme, Katie Turner, Gail Peterson, Kent Forbes, Mary Seales, and Morris Conklin. All voting aye, motion carried.

MEDICAL EXAMINERS: Motion by Monday and seconded by Riley to appoint Dr. John C. Hoyt, Dr. Daniel E. Walker, and Dr. Lonnie Miller as Medical Examiners for 2017. All voting aye, motion carried.

BOARD APPOINTMENTS: Motion by Monday and seconded by Brown to approve the following Board Appointments:

5th Judicial Comm. Board, Des Moines:	Lois Monday	Alternate: Dennis Brown
Airport Redistricting Commission:	Lois Monday /Ron Riley	
Connections: Area Agency on Aging	Lois Monday	Alternate: Dennis Brown
Atura: Transportation	Ron Riley	Alternate: Lois Monday
Case Management Advisory Board:	Ron Riley	Alternate: Dennis Brown
County Board of Health:	Dennis Brown	Alternate: Ron Riley
Southern Hills Mental Health	Ron Riley	Alternate: Dennis Brown
Crossroads Mental Health:	Dennis Brown	Alternate: Ron Riley
Decatorization Board:	Lois Monday	Alternate: Dennis Brown
Emergency Management Commission:	Ron Riley	Alternate: Lois Monday
E911 Service Board:	Mark Williams	Alternate: Dennis Brown
Health Insurance Committee:	Dennis Brown	Alternate: Lois Monday
Heartland Management Alliance:	Ron Riley	
Iowa Watershed Board:	Ron Riley	
LEC Board:	Lois Monday and Dennis Brown	Alternate: Ron Riley
Matura Action:	Ron Riley	Alternate: Dennis Brown
Prairie Solid Waste Agency Board:	Dennis Brown	Alternate: Lois Monday
RC&D Committee:	Ron Riley	Alternate: Dennis Brown
REAP	Lois Monday	Alternate: Ron Riley
Regional E911 Board:	Mark Williams	Alternate: Dennis Brown
RWIB:	Dennis Brown	Alternate: Ron Riley
SICOG Project Board:	Ron Riley	Alternate: Dennis Brown
Southern Iowa Trolley	Lois Monday	Alternate: Ron Riley
Union County Economic Development Commission:	Ron Riley	Alternate: Dennis Brown
Union County Public Funding:	Ron Riley	Alternate: Dennis Brown
Zoning Board of Adjustments- Afton:	Dennis Brown	
Union County Health Care Coalition	Lois Monday	Alternate: Ron Riley
Courthouse Security	Ron Riley	Alternate: Dennis Brown

All voting aye, motion carried.

SECONDARY ROADS: Larry Murdock, Secondary Roads Interim Department Director, presented and discussed the weekly maintenance activity report.

SICOG: Draw Down #46: Motion by Monday and seconded by Riley to approve Draw Down #46 for \$71,541.00 on the Federal Housing Pass Through Grant #08-DRH-216 for the Ottumwa project as presented by Tim Ostroski, SICOG. All voting aye, motion carried.

CLOSED SESSION: On January 3, 2017, Larry Latham appeared at approximately 11:00. After brief discussion of the application of Iowa Code Section 21.5, the matter would not be appropriate for a closed session. Latham expressed questions regarding the calculation of his wages. Issues associated with that will be addressed by the County Auditor's Office. Latham also requested that the Board of Supervisors consider some type of "Severance Pay". The Board indicated that his oral request would be treated as a claim and would be reviewed and considered at the next meeting.

ADJOURNMENT: There being no further business, the meeting was adjourned at 12:45 PM.

ATTEST: _____
SANDY HYSELL, AUDITOR

BY: _____
DENNIS BROWN, CHAIRMAN
BOARD OF SUPERVISORS