

## REGULAR SESSION

January 2, 2013

The Union County Board of Supervisors met in regular session on Wednesday, January 2, 2013. The meeting was called to order at 9:00 AM with the following members present: Dennis Brown, Lois Monday, and Ron Riley.

**OATH OF OFFICE:** The Oath of Office was given by Judge Franklin to Union County Supervisors; Lois Monday, Dennis Brown, and Ron Riley, Union County Sheriff; Rick Piel, and Union County Auditor; Sandy Hysell.

**CHAIRMAN:** Motion by Brown and seconded by Monday to appoint Ron Riley as Chairman of the Board of Supervisors. All voting aye. Motion carried.

**VICE CHAIRMAN:** Motion by Riley and seconded by Brown to appoint Lois Monday as Vice-Chairman of the Board of Supervisors. All voting aye. Motion carried.

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

**MINUTES:** Motion by Brown and seconded by Monday to approve the Minutes from December 26, 2012. All voting aye, motion carried.

**OPEN FORUM:** Karon Finn expressed her opinions on how the Board of Supervisors should handle the Master Matrix and Mental Health and commented on the 2014 employee compensation.

**COUNTY ATTORNEY:** Tim Kenyon, County Attorney, reviewed the open meeting laws and open records law per Iowa Code Chapter 21 and 22 with the Board of Supervisors.

**COUNTY ENGINEER:** Steve Akes, County Engineer, presented and discussed the maintenance activity report.

**AUDITOR'S QUARTERLY REPORT:** Motion by Brown and seconded by Monday to accept the Auditor's Quarterly Report in the amount of \$432.25. All voting aye. Motion carried.

**MASTER MATRIX RESOLUTION:** Motion by Brown and seconded by Monday to approve **Resolution # 16 FY 2012-2013 CONSTRUCTION EVALUATION.** 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, 2013 and January 31, 2014 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: Dennis Brown, aye. Monday, aye. Riley, aye. Motion carried.

**DEFERRED COMPENSATION BOARD RESOLUTION:** Motion by Monday and seconded by Brown to approve **Resolution # 17 FY 2012-2013 Deferred Compensation.**

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, Ron Riley, 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 7<sup>th</sup> day of January, 2013, 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: Dennis Brown, aye. Monday, aye. Riley, aye. Motion carried.

**DEPOSITORY RESOLUTION:** Motion by Monday and seconded by Brown to approve **Resolution #18 FY 2012-2013 Depository Resolution.** 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
<u>Recorder:</u>	IA St Savings Bank	Creston	150,000.00	150,000.00
<u>Treasurer:</u>	Great Western Bank	Creston	3,000,000.00	2,000,000.00
	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	7,000,000.00	8,000,000.00
	First Federal	Creston	2,000,000.00	2,000,000.00
	IA Public Agency % Norwest Bank	Des Moines	1,000,000.00	1,000,000.00
<u>Sheriff:</u>	First Nat'l Bank	Creston	350,000.00	350,000.00
	First Federal	Creston	100,000.00	100,000.00
	IA St Savings Bank	Creston	25,000.00	25,000.00
<u>Auditor:</u>	First Nat'l Bank	Creston	25,000.00	25,000.00
	First Federal	Creston	25,000.00	25,000.00

Roll Call Vote: Dennis Brown, aye. Monday, aye. Riley, aye. Motion carried.

**HOLIDAY SCHEDULE:** Motion by Brown and seconded by Monday to approve the Union County 2013 Holiday Schedule.

President's Day	Mon., Feb. 18, 2013
Good Friday-1/2 day	Fri., March 29, 2013
Memorial Day	Mon., May 27, 2013
Independence Day	Thurs, July 4, 2013
Labor Day	Mon., Sept. 2, 2013
Veterans Day	Mon, Nov. 11, 2013
Thanksgiving Day	Thurs., Nov. 28, 2013
Day after Thanksgiving	Fri., Nov. 29, 2013
Christmas Eve	Tues., Dec 24, 2013
Christmas Day	Wed., Dec. 25, 2013
New Year's Day	Wed., Jan 1, 2014

All voting aye. Motion carried.

**IOWA ECONOMIC DEVELOPMENT CHANGE OF CEO:** Motion by Brown and seconded by Monday for the chair to sign the Iowa Economic Development Change Of Ceo document. All voting aye. Motion carried.

**IOWA ECONOMIC DEVELOPMENT ALTERNATE SIGNATURE:** Motion by Brown and seconded by Monday to sign the Alternate Signature Form. All voting aye. Motion carried.

**REAFFIRM 28E AGREEMENT:** Motion by Monday and seconded by Brown to reaffirm the sanitation 28E Agreement with Guthrie County. Roll Call Vote: Dennis Brown, aye. Monday, aye. Riley, aye. Motion carried.

**RECORD RETENTION RESOLUTION:** Motion by Brown and seconded by Monday to approve **Resolution #19 FY 2012-2013 Record Retention.** 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 2, 2013. County records included are:

<u>RECORDS TO BE DESTROYED</u>	<u>AFTER AUDIT</u>
Claims through 6/2008	2 yr
Warrants & duplicate warrants through 6/2008	2 yr
Handwritten claims through 6/2008	2 yr
Secondary Roads receipts through 6/2008	1 yr
Payroll time cards through 6/2007	3 yr
Misc. receipts through 6/2008	1 yr
Dog records through 6/2008	1 yr
General ledger, expenditure & revenue ledgers through 01/05	5 yr
Annual reports receipts, expenditures, balances through 01/05	5 yr
Closed Session Tapes 6/2000	10 yr
Mental Health Copies for Claims thru 6/2005	Administrative & legal values ended.
Board Proceedings thru 6/1999	Administrative & legal values ended.
Returned Homestead and Military disallowances through 6/2008	Administrative & legal values ended.
Health Insurance Reports thru 6/2004 ended.	Administrative & legal values

Roll Call Vote: Dennis Brown, aye. Monday, aye. Riley, aye. Motion carried.

**SET BOUNTY:** Motion by Monday and seconded by Brown to set the Bounty on gophers feet at a rate of \$1.00 for both front feet. All voting aye, motion carried.

**SUPERVISORS ORGANIZATION RESOLUTION:** Motion by Brown and seconded by Monday to approve **Resolution # 20 FY 2012-2013 Supervisor Organization**. 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**, the Chairman of the Board of Supervisors can make motions *or* second motions to facilitate the 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 proceeding the weekly session of the Board, exceptions with the discretion of the Board. Roll Call Vote: Dennis Brown, aye. Monday, aye. Riley, aye. Motion carried.

**AUDITOR APPOINTMENTS:** Motion by Monday and seconded by Brown to accept Theresa Pudenz as 1<sup>st</sup> Deputy of IT/Payroll, Tandy Steele as 1<sup>st</sup> Deputy of Elections, and Britanee Ward as 2<sup>nd</sup> Deputy GIS/Real Estate as recommended by Union County Auditor, Sandy Hysell. All voting aye. Motion carried.

**SHERIFF APPOINTMENTS:** Motion by Monday and seconded by Brown to accept 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; Whitney Nucaro as Jailer; Mike Burton as Jailer; Christy Bristow as Jailer; and Austin Willets as Part-Time Jailer as recommended by Union County Sheriff, Rick Piel. All voting aye. Motion carried.

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

**EMERGENCY MANAGEMENT COMMISSION:** Motion by Monday and seconded by Brown to appoint Ron Riley. All voting aye. Motion carried.

**ENTERPRISE ZONE COMMISSION-** Motion by Brown and seconded by Riley to appoint Lois Monday. All voting aye. Motion carried.

**LEC COMMISSION-** Motion by Monday and seconded by Brown to appoint Monday and Brown. All voting aye. Motion carried.

**MEDICAL EXAMINERS-** Motion by Brown and seconded by Monday to appoint John C. Hoyt, Daniel S. Walker, and Lonnie Miller as Medical Examiners for 2013 and John

Stutzman and Laryl Vandenberg as Medical Examiner Investigators for 2013. All voting aye. Motion carried.

**OFFICIAL NEWSPAPERS** – Motion by Brown and seconded by Monday to appoint the Creston News Advertiser and the Afton Star as the county’s Official Newspapers. All voting aye. Motion carried.

**PRAIRIE SOLID WASTE AGENCY BOARD-** Motion by Monday and seconded by Brown to appoint Ron Riley. All voting aye. Motion carried.

**SUPERVISORS ASSIGNMENTS AND APPOINTMENT:**

<b>5th Judicial Comm. Board, Des Moines:</b>	Dennis Brown	Alternate: Ron Riley
<b>Airport Redistricting Commission:</b>	Lois Monday	Alternate: Ron Riley
<b>Area 14 Agency On Aging Policy Board:</b>	Lois Monday	Alternate: Dennis Brown
<b>Atura:</b>	Ron Riley	Alternate: Lois Monday
<b>Case Management Advisory Board:</b>	Ron Riley	Alternate: Dennis Brown
<b>Citizens Advisory Board:</b>	Dennis Brown	Alternate: Lois Monday
<b>County Board Of Health:</b>	Dennis Brown	Alternate: Ron Riley
<b>CPC (Adams/Union/Clarke/Adair/Taylor):</b>	Ron Riley	Alternate: Dennis Brown
<b>Creston School Citizens Advisory Board:</b>	Dennis Brown	
<b>Crossroads Mental Health:</b>	Lois Monday	Alternate: Ron Riley
<b>Decatorization Board:</b>	Lois Monday	Alternate: Ron Riley
<b>Department Of Human Services Advisory Board:</b>	Ron Riley	Alternate: Sandy Hysell
<b>Disaster Services <u>Emergency Management</u>:</b>	Ron Riley	Alternate: Lois Monday
<b>E911 Service Board:</b>	Bige Fienhage	Alternate: Dennis Brown
<b>Empowerment Board:</b>	Lois Monday	Alternate: Ron Riley
<b>Enterprise Zone:</b>	Lois Monday	
<b>Family Ties:</b>	Lois Monday	Alternate: Ron Riley
<b>Health Insurance Committee:</b>	Ron Riley	Alternate: Dennis Brown
<b>Heartland Management Alliance (Innovative- Sif):</b>	Ron Riley	
<b>Iowa Watershed Board:</b>	Ron Riley	
<b>LEC Board:</b>	Lois Monday and Dennis Brown	Alternate: Ron Riley
<b>Matura Action:</b>	Ron Riley	Alternate: Dennis Brown
<b>Midwest Opportunities:</b>	Lois Monday	
<b>Prairie Solid Waste Agency Board:</b>	Ron Riley	Alternate: Dennis Brown
<b>RC&amp;D Committee:</b>	Dennis Brown	Alternate: Ron Riley
<b>Reap:</b>	Dennis Brown	Alternate: Ron Riley
<b>Regional E911 Board:</b>	Bige Fienhage	Alternate: Dennis Brown
<b>Regional Transit Advisory Commission:</b>	Lois Monday	Alternate: Ron Riley
<b>RWIB:</b>	Dennis Brown	

<b>SICOG Project Board:</b>	Ron Riley	
<b>Southern Iowa Development And Conservation Authority:</b>	Dennis Brown	Alternate: Ron Riley
<b>Southwest Iowa Coalition:</b>	Ron Riley	
<b>Union Co. Alcohol Education Information Referral Svc:</b>	Lois Monday	Alternate: Ron Riley
<b>Union County Economic Development Commission:</b>	Dennis Brown	Alternate: Ron Riley
<b>Union County Public Funding:</b>	Ron Riley	Alternate: Dennis Brown
<b>Workforce Development Board:</b>	Dennis Brown	
<b>Zoning Board of Adjustments- Afton:</b>	Dennis Brown	

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 1:27 PM.

ATTEST: \_\_\_\_\_  
**SANDY HYSELL, AUDITOR**

BY: \_\_\_\_\_  
**RON RILEY, CHAIRMAN, BOARD OF SUPERVISORS**