

The Union County Board of Supervisors met in Regular Session on Wednesday, January 02, 2019. The meeting was called to order at 9:00 AM with the following members present: Ron Riley, Dennis Brown and Rick Friday.

**SWORN INTO OFFICE:** Clerk of Court Allison Danilovich swore in the following newly elected officials: County Supervisor Rick Friday, County Treasurer Kelly Busch, County Recorder Katie Carlton, County Attorney Tim Kenyon and County Supervisor Ron Riley.

**ELECTION OF CHAIR:** Motion by Riley and seconded by Friday to appoint Dennis Brown as Union County Chairman of the Board of Supervisors. All voting aye, motion carried.

**ELECTION OF VICE-CHAIR:** Motion by Brown and seconded by Riley to appoint Rick Friday as Union County Vice-Chairman of the Board of Supervisors. All voting aye, motion carried.

**AGENDA:** Motion by Riley and seconded by Friday to approve the agenda. All voting aye, motion carried.

**MINUTES:** Motion by Friday and seconded by Riley to approve the minutes from the December 26<sup>th</sup> 2018 meeting. All voting aye, motion carried.

**AUDITOR'S QUARTERLY REPORTS:** Motion by Riley and seconded by Friday to accept the Auditor's Quarterly Reports for June 2018, September 2018 and December 2018 as presented by Union County Auditor Sandy Hysell. All voting aye, motion carried.

**CONSTRUCTION EVALUATION RESOLUTION #12 (MASTER MATRIX):** Motion by Riley and seconded Friday by to approve Resolution #12 as follows: **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, 2019 and January 31, 2020 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). Approved on this 2nd day of January, 2019. Roll Call vote, Friday aye, Riley aye, Brown aye, motion carried.

**DEFERRED COMPENSATION BOARD RESOLUTION #13:** Motion by Friday and seconded by Riley to approve Resolution # 13 as follows: 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 2nd day of January, 2019 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: Friday aye, Riley aye, Brown aye, motion carried.

**DEPOSITORY RESOLUTION #14:** Motion by Riley and seconded by Friday to approve Resolution #14 as follows: 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
<b>Recorder:</b>	IA St Savings Bank	Creston	150,000.00	150,000.00
<b>Treasurer:</b>	Great Western Bank	Creston	2,000,000.00	2,000,000.00
	State Savings Bank	Creston	1,000,000.00	1,500,000.00
	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	2,000,000.00
	IA Public Agency % Norwest Bank	Des Moines	1,000,000.00	3,500,000.00
<b>Sheriff:</b>	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
<b>Auditor:</b>	First Nat'l Bank	Creston	25,000.00	25,000.00
	PCSB	Creston	25,000.00	25,000.00

Approved on this 2nd day of January, 2019. Roll call vote: Friday aye, Riley aye, Brown aye, motion carried.

**ACCRUAL - GAAP REPORT:** Motion by Friday and seconded by Riley to approve the 2017/2018 Accrual - GAAP (General Accepted Accounting Principles) Report as presented by Union County Auditor Sandy Hysell. Roll call vote: Riley aye, Friday aye, and Brown aye, motion carried.

**HOLIDAY SCHEDULE:** Motion by Riley and seconded by Friday to approve the following Holiday Schedule for calendar year 2019:

President's Day	02/18/2019
Good Friday ½ Day	04/19/2019
Memorial Day	05/27/2019
Independence Day	07/04/2019
Labor Day	09/02/2019
Veterans Day	11/11/2019
Thanksgiving Day	11/28/2019
Day after Thanksgiving	11/29/2019
Christmas Eve	12/24/2019
Christmas Day	12/25/2019
New Year's Day	01/01/2020

All voting aye, motion carried.

**OFFICIAL NEWSPAPERS:** Motion by Friday and seconded by Riley to approve the Creston News Advertiser and Afton Star as the official newspapers for Union County. All voting aye, motion carried.

**REAFFIRM 28E AGREEMENT WITH GUTHRIE COUNTY FOR SANITATION SERVICES:** Motion by Riley and seconded by Friday to approve the 28E Agreement with Guthrie County for Sanitation Services. All voting aye, motion carried.

**RECORD RETENTION RESOLUTION #16:** Motion by Friday and seconded by Riley to approve Resolution #16 as follows: The following is a list of records, which are to be destroyed (after appropriate documents are scanned and checked) by burning/shredding in accordance with law and as authorized by the Union County Board of Supervisors on January 2, 2019. County records included are:

**RECOMMENDED RETENTION**

RECORDS

Receipts  
 Secondary Roads Receipts  
 Claims

DESTROYED AFTER

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

Mental Health Copies for Claims	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: Friday aye, Riley aye, Brown aye, motion carried.	

**SUPERVISORS ORGANIZATION RESOLUTION #15:** Motion by Friday and seconded by Riley to approve Resolution #15 as follows: 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 seconded 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 proceeding the weekly session of the Board, exceptions with the discretion of the Board. Approved this 2nd day of January, 2019. Roll call vote: Friday aye, Riley aye, Brown aye, motion carried.

**TREASURER CERTIFICATION OF APPOINTMENTS:** Motion by Riley and seconded by Friday to approve Stacy Graham as the Driver's License Deputy as presented by Union County Treasurer Kelly Busch. All voting aye, motion carried. Motion by Riley and seconded by Friday to approve Jenny Wheeler as Treasurer's Deputy as presented by Union County Treasurer Kelly Busch. All voting aye, motion carried.

**SET PUBLIC HEARING:** Motion by Friday and seconded by Riley to set a public hearing for a County Budget Amendment for Monday January 21<sup>st</sup>, 2019 @ 10:00am in the Union County Board of Supervisors Office. Roll call vote: Friday aye, Riley aye, Brown aye, motion carried.

**ADA:** Motion by Friday and seconded by Riley to approve the following to serve on the ADA (American Disability Act) Board: Betty Crittenden, Allison Danilovich, Rick Piel, Sandy Hysell, Shawn Lauer, Brenda Mahan, Doug Jones and Ron Riley. All voting aye, motion carried.

**CIVIL SERVICE BOARD:** Motion by Friday and seconded by Riley to approve Mel McKie to the Civil Service Board. All voting aye, motion carried.

**CONDEMNATION BOARD APPOINTMENTS:** Motion by Friday and seconded by Riley to approve the following to the Condemnation Boards:  
Dennis Carter, Paul Fuller, Franklin Eighme, Chris Eaton, Katie Turner, Retta Ripperger, Randy Ringsdorf, Gail Peterson, Korina Loudon, Kent Forbes, Bruce Jamie Travis, Scott Coen Kelly Richards, Mary Seales, Diane Poore, Morris Conklin, Richard Ide, Eddie Ehm, Ann Moore and Leslie Wurster. All voting aye, motion carried.

**CONSERVATION BOARD REAPPOINTMENT:** Motion by Riley and seconded by Friday to reappoint Richard Rice to the Conservation Board. All voting aye, motion carried.

**HEALTH BOARD:** Motion by Riley and seconded by Friday to approve the reappointments of Dennis Brown and Jim Ide. All voting aye, motion carried

**MEDICAL EXAMINERS:** Motion by Riley and seconded by Friday to reappoint Dr. John (Chuck) Hoyt, Dr. Daniel E Walker and Dr. Lonnie Miller as Union County Medical Examiners. All voting aye, motion carried.

**SUPERVISORS ASSIGNMENTS AND APPOINTMENTS:** Motion by Riley and seconded by Friday to approve the following appointments:

Board	Primary Name	Alternate Name
5th Judicial Comm. Board, Des Moines:	Rick Friday	Dennis Brown
Airport Redistricting Commission:	Rick Friday/Ron Riley	
Connections: Area Agency on Aging	Rick Friday	Dennis Brown
Atura: Transportation	Ron Riley	Rick Friday
County Board Of Health:	Dennis Brown	Ron Riley
Southern Hills Mental Health	Ron Riley	Dennis Brown
Crossroads Mental Health:	Dennis Brown	Ron Riley
De-Catorization Board:	Rick Friday	Dennis Brown
Emergency Management Commission	Ron Riley	Rick Friday
E911 Service Board:	Mark Williams	Dennis Brown
Health Insurance Committee:	Dennis Brown/Ron Riley	Rick Friday
Heartland Mngt Alliance (Innovative- SIRF):	Ron Riley	
LEC Board:	Rick Friday/Dennis Brown	Ron Riley
Matura Action:	Rick Friday	Ron Riley
Prairie Solid Waste Agency Board:	Dennis Brown	Rick Friday
RC&D Committee:	Ron Riley	Dennis Brown
REAP:	Rick Friday	Ron Riley
Regional E911 Board:	Mark Williams	Dennis Brown
RWIB:	Dennis Brown	Ron Riley
SICOG Project Board:	Ron Riley	Rick Friday
Southern Iowa Trolley	Rick Friday	Ron Riley
Union Co. Economic Development Commission:	Rick Friday	Ron Riley
Union County Public Funding:	Rick Friday	Ron Riley
Zoning Board of Adjustments- Afton:	Dennis Brown	
Union County Health Care Coalition	Rick Friday	Ron Riley
Courthouse Security	Ron Riley	Dennis Brown

All voting aye, motion carried.

**ENGINEER:** Union County Engineer, Zach Gunsolley, presented and discussed the weekly maintenance activity report.

**WIND FARM ORDINANCE:** Board discussed the preparation of the Union County's Wind Farm Ordinance with County Attorney Tim Kenyon.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 2:38pm.

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

BY: \_\_\_\_\_  
DENNIS J BROWN, CHAIRMAN  
BOARD OF SUPERVISORS