

REGULAR SESSION

JANUARY 3, 2024

The Union County Board of Supervisors met in Regular Session on Wednesday January 3, 2024. The meeting was called to order at 9:00AM with the following members present, Dennis Hopkins, Dennis Brown, and Rick Friday. Also, present were students from the Creston Community Government Class as follows: Max Skellenger, Will Bolinger and Kelsey Blazek.

ELECTION OF CHAIR: Motion by Brown and seconded by Friday to appoint Hopkins as chairman of the board. All voting aye, motion carried.

ELECTION OF VICE-CHAIR: Motion by Friday and seconded by Hopkins to appoint Brown as vice-chair of the board. All voting aye, motion carried.

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

MINUTES: Motion by Friday and seconded by Brown to approve the minutes for December 27, 2023. All voting aye, motion carried.

RESOLUTION #9 FY 23/24 - CONSTRUCTION EVALUATION: Motion by Friday and seconded by Brown to approve Resolution #9 FY 23/24 – Construction Evaluation 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, 2024 and January 31, 2025 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: Friday aye, Brown aye, Hopkins aye, motion carried.

RESOLUTION #10 FY 23/24 – DEFERRED COMPENSATION: Motion by Brown and seconded Friday to approve Resolution #10 FY 23/24 – Deferred Compensation 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 Hopkins, 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, 2024, 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: Brown aye, Friday aye, Hopkins aye, motion carried.

RESOLUTION #11 FY 23/24 – DEPOSITORY: Motion by Friday and seconded by Brown to approve Resolution #11 FY 23/24 – Depository 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
Recorder:	IA St Savings Bank	Creston	150,000.00	150,000.00
Treasurer:	First Interstate	Creston	1,000,000.00	1,000,000.00
	State Savings Bank	Creston	1,500,000.00	1,000,000.00
	First Nat'l Bank	Creston	2,000,000.00	2,000,000.00
	IA St Savings Bank	Creston	9,000,000.00	9,000,000.00
	PCSB	Creston	2,000,000.00	2,200,000.00
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

Roll call vote: Friday aye, Brown aye, Hopkins aye, motion carried.

HOLIDAYS: Motion by Brown and seconded by Friday to approve the 2024 Holidays as follows:

President's Day	02/19/2024
Good Friday	03/29/2024
Memorial Day	05/27/2024
Independence Day	07/04/2024
Labor Day	09/02/2024
Veterans Day	11/11/2024
Thanksgiving Day	11/28/2023
Day after Thanksgiving	11/29/2024
Day before Christmas	12/24/2024
Christmas Day	12/25/2024
New Year's Day	01/01/2025

All voting aye, motion carried.

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

RESOLUTION #12 FY 23/24 – RECORD RETENTION: Motion by Brown and seconded by Friday to approve Resolution #12 FY 23/24 – Record Retention as follows: 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, 2024. County records included are:

RECOMMENDED RETENTION

RECORDS

Receipts
 Secondary Roads Receipts
 Claims
 Mental Health Copies for Claims
 Handwritten Claims
 Payroll timecards and Ledgers
 Annual reports receipts, expenditures, balances
 General ledger, expenditure & revenue ledgers
 Closed Session Tapes
 Board AGENDA
 Health Insurance Reports
 Returned Homestead & Military disallowances

DESTROYED AFTER

1 yr after Audit
 1 yr after Audit
 2 yr after Audit
 2 yr after Audit
 2 yr after Audit
 5 yr after Audit
 10 yr
 10 yr
 10 yr
 Administrative & legal values ended.
 Administrative & legal values ended.
 Administrative & legal values ended.

Roll call vote: Brown aye, Friday aye, Hopkins aye, motion carried.

RESOLUTION #13 FY 23/24 – SUPERVISOR ORGANIZATION: Motion by Friday and seconded by Brown to approve Resolution #13 FY 23/24 – 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, 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 a vendor invoice and signed by the 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: Friday aye, Brown aye, Hopkins aye, motion carried.

TREASURERS CERTIFICATE OF APPOINTMENTS: Motion by Brown and seconded by Friday to accept the Treasurers Certificate of Appointments as follows: Kayla J Brown, Second Deputy Treasurer; Christine Bristow, Drivers License Deputy; and Stacey Graham, Deputy Treasurer. All voting aye, motion carried.

RESOLUTION #14 FY 23/24 – TREASURER’S CASH ON HAND: Motion by Friday and seconded by Brown to approve Resolution #14 FY 23/24 – Treasurer’s Cash on Hand as follows: **NOW** on this 3rd day of January 2024, the matter of a Resolution approving Cash on hand in the Union County Treasurer’s Office. **WHERE AS**, the Union County Board of Supervisors approves the Union County Treasurer’s Office to have funds on hand each day, not to exceed \$1,400. This resolution is effective on the 3rd day of January 2024.

Roll call vote: Friday aye, Brown aye, Hopkins aye, motion carried.

UNION COUNTY INVESTMENT POLICY: Motion by Brown and seconded by Friday to approve the Union County Investment Policy as presented by Union County Auditor, Sandy Hysell. All voting aye, motion carried.

ADA BOARD APPOINTMENTS: Motion by Friday and seconded by Brown to approve the ADA Board Appointments as follows:

- Marian Davenport
- Allison Danilovich
- Mark Shepherd
- Sandy Hysell
- Shawn Lauer
- Teresa Arkfeld
- Doug Jones
- Dennis Hopkins
- Steven Hunt

All voting aye, motion carried.

BOARD OF HEALTH REAPPOINTMENTS: Motion by Brown and seconded by Friday to reappoint Suzanne Johnston and Larry Weis to the Union County Board of Health. All voting aye, motion carried.

COMPENSATION BOARD APPOINTMENTS: Motion by Friday and seconded by Brown to reappoint Sarah Long as the Board of Supervisors representative and accept the reappointment of Mike Duckworth as the Attorney’s representative. All voting aye, motion carried.

BOARD OF SUPERVISORS ASSIGNED APPOINTMENTS: Motion by Friday and seconded by Brown to approve the following Board of Supervisors Assigned Appointments:

BOARD	PRIMARY	ALTERNATE
Afton Development	Dennis Brown	Rick Friday
Airport Redistricting Commission	Rick Friday/Dennis Hopkins	
Connections: Area Agency on Aging	Rick Friday	Dennis Brown
ATURA: Transportation	Dennis Brown	Rick Friday
County Board of Health	Dennis Hopkins	Dennis Brown
Southern Hills Mental Health	Dennis Brown	Rick Friday
Crossroads Mental Health	Dennis Hopkins	Dennis Brown
Decatorization Board	Rick Friday	Dennis Brown
Emergency Management Commission	Dennis Brown	Rick Friday

E911 Service Board	Tamara Fitzgerald	Dennis Brown
Health Insurance Committee	Dennis Brown	Dennis Hopkins
Heartland Management Alliance (Innovative-SIRF)	Dennis Hopkins	
LEC Board	Rick Friday/Dennis Brown	Dennis Hopkins
MATURA Action	Dennis Hopkins	Rick Friday
Prairie Solid Waste Agency Board	Dennis Hopkins	Rick Friday
RC&D Committee	Dennis Brown	Dennis Hopkins
REAP	Rick Friday	Dennis Brown
Regional E911 Board	Tamara Fitzgerald	Dennis Brown
SICOG Project Board	Rick Friday	Dennis Brown
Southern Iowa Trolley	Rick Friday	Dennis Hopkins
Union County Economic Development Commission	Rick Friday	Dennis Brown
Union County Public Funding	Rick Friday	Dennis Brown
Zoning Board of Adjustments-Afton	Dennis Brown	
Union County Health Care Coalition	Dennis Brown	Rick Friday
Courthouse Security	Rick Friday	Dennis Brown

All voting aye, motion carried.

CONDEMNATION BOARD APPOINTMENTS: Motion by Brown and seconded by Friday to approve the Condemnation Board Appointments as follows:

Licensed Real Estate Brokers or Salesperson

Chris Lane
 Retta Ripperger
 Korina Loudon
 Bruce Jamie Travis
 Diane Poore

Owners of City Property

Katie Turner
 Gail Peterson
 Kent Forbes
 Toni Landers
 Mike Rollings

All voting aye, motion carried.

Bank and/or Loan Agencies

Paul Fuller - PCSB
 Dan Waigand - FNB
 Randy Ringsdorf - ISSB
 Maggie McGehee – 1st Interstate

Owners-operators of Ag Property

Mary Seals
 Cole Lacina
 Ann Moore
 Leslie Wurster

HOMESTEAD/MILITARY CREDIT ALLOWANCES: Motion by Brown and seconded by Friday to approve the Homestead/Military Credit Allowances as presented by Union County Auditor, Sandy Hysell. All voting aye, motion carried.

HOMESTEAD/MILITARY AND FAMILY FARM CREDIT DIS-ALLOWANCES: Motion by Friday and seconded by Brown to approve the Homestead/Military and Family Farm Credit Dis-Allowances as presented by Union County Auditor, Sandy Hysell. All voting aye, motion carried.

SECONDARY ROADS: Union County Roads Superintendent, Al Hysell, presented and discussed the weekly maintenance activity report.

ADJOURNMENT: There being no further business, the meeting adjourned at. 1:00PM.

BY: _____
DENNIS HOPKINS, CHAIRMAN

ATTEST: _____
SANDY HYSELL, AUDITOR