

Consent Agenda

November 30, 2021

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 Wichman, and second by Shea, to approve:

- A. November 23, 2021, Minutes as read.
- B. Board of Supervisors – Employment of Jeannette Johnson as Executive Assistant to the Board

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion by Wichman, second by Schultz, to approve Change Order #01 for CDBG downtown rehab project in Carson and Macedonia. UNANIMOUS VOTE. Motion Carried.

Motion by Schultz, second by Shea, to award bid for mold remediation at the Veteran's Affairs Building, to ServPro for \$36,770.84. UNANIMOUS VOTE. Motion Carried.

Buildings and Grounds Director Jason Slack and Risk & Safety Manager Garfield Coleman appeared before to Board to provide an update on the temporary ADA ramp enclosure. Discussion only. No action taken.

Buildings and Grounds Director Jason Slack appeared before the Board to provide an update on the Services Building Demolition Project. Discussion only. No action taken.

Buildings and Grounds Director Jason Slack appeared before the Board to discuss how to designate stalls in the Elections Building Parking Lot. Discussion only. No action taken.

Motion by Wichman, second by Schultz, to approve Change Order 1 for the Elections Building Parking Lot. UNANIMOUS VOTE. Motion Carried.

Jeff Walton, Larry Klien, from Regional Water and Peter Baudhuin from DGR appeared before the Board to provide an update on the Pioneer Trail waterline project. Discussion only. No action taken.

3. OTHER BUSINESS

Motion by Shea, second by Schultz, to approve payment for County buyout of 8 flood properties in the amount of \$1,880,000 plus associated legal fees of \$12,000, for a total of 1,892,000, to be paid from Fund 19 – Land and Acquisition Fund. UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Grobe, to approve and authorize Board to sign **Resolution No. 117-2021** entitled: Resolution Authorizing Withdrawal from Iowa Precinct Atlas Consortium.

RESOLUTION NO. 117-2021

RESOLUTION AUTHORIZING WITHDRAWAL FROM IOWA PRECINCT ATLAS CONSORTIUM

WHEREAS, Pottawattamie County wishes to withdraw from a 28E agreement and cease to be a member in the Iowa Precinct Atlas Consortium and cease to use the computer software programs known as Precinct Atlas and Absentee Atlas;

NOW THEREFORE BE IT RESOLVED, by the Pottawattamie County Board of Supervisors that the Chairman and Auditor are hereby authorized to execute a NOTICE OF WITHDRAWAL from the 28E agreement and as a member in the IOWA PRECINCT ATLAS CONSORTIUM.

Dated this 30th day of November, 2021.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Scott A. Belt, Chairman	○	○	○	○
_____ Tim Wichman	○	○	○	○
_____ Lynn Grobe	○	○	○	○
_____ Justin Schultz	○	○	○	○
_____ Brian Shea	○	○	○	○

ATTEST: _____
Melvyn Houser, County Auditor

Roll Call Vote: AYES: Belt, Wichman, Grobe, Schultz, Shea. Motion Carried.

4. ADJOURN

Motion by Schultz, second by Wichman, to adjourn meeting.
UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:30 A.M.

Scott A. Belt, Chairman

ATTEST: _____
Melvyn Houser, Pottawattamie County Auditor

APPROVED: December 7, 2021
PUBLISH: X

I, Melvyn Houser, Auditor of Pottawattamie County, verify the following to be a correct copy of all claims allowed by the Pottawattamie County Board of Supervisors for the month of November 2021.

Vendor Name	Payable Description	Total Payments
3312 WEST BROADWAY PROPERTIES LLC	RENT - PUBLIC HEALTH	3,060.00
3RD DEGREE SCREENING INC	PROF SVC - HR	56.00
A AND L HYDRAULICS INC	ROADS/REPAIRS	1,019.55
A UNITED AUTOMATIC DOORS & GLASS INC	PROF SVC - B&G	246.25
AARON JONES	ELECTION WORK - AUDITOR	200.00
ABBIE ASHCRAFT	REIMB EXP - SWIA MHDS REGION	38.75
ABC ELECTRIC INC	PROF SVC - JAIL	404.00
ACCURATE CONTROL INC	PROF SVC - NON-DEPARTMENTAL	24,633.87
ACCURATE LAWN & IRRIGATION LLC	PROF SVC - B&G	4,338.00
ACE REALTY LLC	RENT ASSIST - VA	1,000.00
ACME RESTORATIONS INC	PROF SVC - B&G	1,709.75
ACTION SIGNS INC	PROF SVC - SHERIFF	41.00
ADAM KLEIN	REIMB EXP - IT	52.58
ADMARK INC	SUPPLIES - WIC	2,017.36
ADRIENNE KARR	ELECTION WORK - AUDITOR	290.22
ADVANCE SOUTHWEST IOWA CORPORATION	ECONOMIC DEV - BOARD	45,000.00
AGRIVISION GROUP LLC	ROADS/REPAIR	22,169.29
AHLERS & COONEY PC	LEGAL SVC - BOARD	174.00
AIRGAS INC	ROADS/RENT	33.39
ALBIREO ENERGY	PROF SVC - JAIL	1,423.94
ALEGENT CREIGHTON HEALTH	MED SVC - JAIL	1,182.00
ALEGENT HEALTH BERGAN MERCY HEALTH SYSTEM	MED SVC - JAIL	6,192.00
ALEXIA QUANDT	ELECTION WORK - AUDITOR	200.00
ALFREDO GARCIA	ROADS/ROCK	24,129.93
ALICIA BECKMAN-PETERSEN	ELECTION WORK - AUDITOR	60.00
ALISON KENNEDY	ELECTION WORK - AUDITOR	90.00
ALISON PAULSEN	ELECTION WORK - AUDITOR	243.94
ALL COPY PRODUCTS INC	PROF SVC - WIC	62.06
ALL MAKES COLLISION CENTER LLC	PROF SVC - SHERIFF	495.95
AMAZON CAPITAL SERVICES INC	ROADS/SUPPLIES	3,265.81
AMERICAN LEGION POST 227	PRECINT RENT - AUDITOR	200.00
AMERICAN NATIONAL BANK	MO BILL - SHERIFF	24,357.54
AMERITECH SOLUTIONS	SUPPLIES - WIC	124.00
AMY BROWN	ELECTION WORK - AUDITOR	224.51
ANDERSEN DOOR SERVICE INC	ROADS/REPAIR - LEWIS	390.65
ANDREA C FREENY	TRANSCRIPTS - CO ATTORNEY	87.50
ANDRY HAYDUK	RENT ASSIST - GA	550.00
ANN VORTHMANN	ELECTION WORK - AUDITOR	240.53
ANNE DEUTMEYER	TRAINING - EMA	1,142.62
ANTHONY LAINSON	ELECTION WORK - AUDITOR	200.00
ANTHONY LEICK	REIMB EXP - SHERIFF	72.76
APRIL KEECH	REFUND - CONSERVATION	110.00
ARDETH CHRISTIE	ELECTION WORK - AUDITOR	250.00
ARLENE BERNEMANN	ELECTION WORK - AUDITOR	200.00
ARLENE EKLUND TANNAHILL	ELECTION WORK - AUDITOR	250.00
AUTUMN SMELSER	ELECTION WORK - AUDITOR	250.00
AVOCA BUILDING MATERIAL CENTER INC	SUPPLIES - CONSERVATION	27.96
B&R STORES INC	SUPPLIES - SWI JUV	151.94
BARBARA CHENEY	REIMB EXP - SWIA MHDS REGION	129.92
BARBARA ESLICK	ELECTION WORK - AUDITOR	473.58
BARBARA PAULSON	ELECTION WORK - AUDITOR	232.00
BARKER LEMAR AND ASSOCIATES INC	PROF SVC - ENV HEALTH	1,500.00
BENEDICT MCCONVILLE	MEETING - EMA	291.20
BENJAMIN SHUDAK	REIMB EXP - B&G	71.68
BENNETT REFRIGERATION INC	PROF SVC - JAIL	3,608.79
BENSON LAW PC	LEGAL SVC - SWIA MHDS REGION	126.00
BETHANY PRESBYTERIAN CHURCH	PRECINT RENT - AUDITOR	200.00
BETHANY WATSON	ELECTION WORK - AUDITOR	250.00
BETSY HENRY	ELECTION WORK - AUDITOR	282.00
BEVERLY FISCHER	ELECTION WORK - AUDITOR	216.00
BEVERLY FLANAGAN	ELECTION WORK - AUDITOR	378.02
BEVERLY THOMPSON	ELECTION WORK - AUDITOR	250.00
BEVERLY WEIS	ELECTION WORK - AUDITOR	200.00
BILLS WATER CONDITIONING INC	MO BILL - JAIL	451.00
BILLY CHAPIN	ELECTION WORK - AUDITOR	62.87
BISHOP BUSINESS EQUIPMENT COMPANY	PROF SVC - CO ATTORNEY	42.99
BLACK HILLS UTILITY HOLDING	MO BILL - JAIL	9,971.73
BLUE CELL LLC (THE)	TRAINING - EMA	12,500.00
BLUFFS ELECTRIC INC	PROF SVC - JAIL	465.90
BLUFFS PAVING & UTILITY COMPANY INC	PAVING - NON-DEPARTMENTAL	40,966.19
BLUFFS TOWERS LP	RENT ASSIST - GA	351.00
BOB BARKER COMPANY INC	SUPPLIES - JAIL	10,831.34
BOBBI JO HASSAY	ELECTION WORK - AUDITOR	57.27
BODE DUE INC	ROADS/TIRE REPAIR	84.00
BOMGAARS SUPPLY INC	SUPPLIES - B&G	879.54
BONNIE KARDELL	ELECTION WORK - AUDITOR	446.30
BOUEIC MEISEL	ELECTION WORK - AUDITOR	100.00
BP ENTERPRISES INC	PROF SVC - SHERIFF	512.44

BREDA TELEPHONE CORPORATION	MO BILL - COMMUNICATIONS	734.00
BRETT LARSON	MEETING - PLANNING	35.08
BRIAN MCMILLIN	PROF SVC - IT	325.00
BRIAN SHEA	REIMB EXP - BOARD	378.88
BRITTANY MCGEE	REIMB EXP - PUBLIC HEALTH	29.12
BRITTNIE MOORE	ELECTION WORK - AUDITOR	200.00
BROADWAY CHRISTIAN CHURCH	PRECINT RENT - AUDITOR	200.00
BROADWAY UNITED METHODIST CHURCH	PRTCINT RENT - AUDITOR	400.00
BRYCE DIETZ	ASSISTANCE - VA	2,500.00
C & A SCALES SERVICE INC	PROF SVC - ENV HEALTH	844.99
C & J INDUSTRIAL SUPPLY INC	PROF SVC - JAIL	276.50
C & P AUTO PARTS INC	SUPPLIES - SHERIFF	29.98
CALHOUN COMMUNICATIONS INC	PROF SVC - IT	1,576.86
CARIN ECKHOFF	TRANSCRIPTS - CO ATTORNEY	52.00
CARLTON BURROWS	ELECTION WORK - AUDITOR	132.00
CAROL JEAN KOCH	ELECTION WORK - AUDITOR	422.06
CAROL TERRY	ELECTION WORK - AUDITOR	250.00
CAROL WEIS	ELECTION WORK - AUDITOR	232.00
CARROLL DISTRIBUTING & CONSTRUCTION SUPPLY INC	ROADS/SUPPLIES	1,980.95
CASEY PETERS	ELECTION WORK - AUDITOR	200.00
CASS COUNTY (IA)	TRANSPORT - SWIA MHDS REGION	744.80
CATHY WRAY	ELECTION WORK - AUDITOR	200.00
CELLCO PARTNERSHIP	MO BILL - SHERIFF	11,682.45
CEN PRO	PROF SVC - CONSERVATION	6,634.00
CENTRAL IOWA JUVENILE DETENTION CENTER	TRANSPORT - SWIA MHDS REGION	338.07
CENTURY LINK COMMUNICATIONS LLC	MO BILL - IT	539.10
CENTURYLINK INC	MO BILL - IT	4,739.43
CHAD DURHAM	ELECTION WORK - AUDITOR	56.77
CHAMPLIN TIRE RECYCLING INC	PROF SVC - ENV HEALTH	1,633.44
CHARLES FORD	ELECTION WORK - AUDITOR	200.00
CHASITY CHRISTIE	MED SVC - SWI JUV	55.00
CHASITY KEPHART	REIMB EXP - SWIA MHDS REGION	174.59
CHERYL ALBRECHT-TAYLOR	ELECTION WORK - AUDITOR	232.00
CHERYL BOROUGHS	ELECTION WORK - AUDITOR	200.00
CHRISTOPHER CROSS	TRAINING - EMA	596.96
CHRISTOPHER JON ELLIOTT	MED SVC - MED EXAMINER	6,666.67
CHS INC	FUEL - EMA	119.93
CIMPRESS USA INCORPORATED	SUPPLIES - VA	460.90
CINDY WIESE	ELECTION WORK - AUDITOR	264.93
CINTAS CORPORATION NO 2	ROADS/SUPPLIES	338.52
CIT BANK NA	PROF SVC - WIC	175.84
CITIBANK NA	MO BILL - B&G	62.90
CITY OF AMES	TRAINING - EMA	465.77
CITY OF AVOCA	CONTRIBUTION - BOARD	14,512.00
CITY OF AVOCA	ROADS/UTILITIES	63.94
CITY OF CARSON	PROF SVC - BOARD	8,462.85
CITY OF CARTER LAKE PUBLIC LIBRARY	CONTRIBUTION - BOARD	1,236.50
CITY OF COUNCIL BLUFFS	CONTRIBUTION - BOARD	139,038.00
CITY OF HANCOCK	MO BILL - CONSERVATION	818.42
CITY OF MISSOURI VALLEY	RENT ASSIST - SWIA MHDS REGION	47.97
CITY OF OAKLAND	CITIES PROGRAM - BOARD	38,055.85
CITY OF WALNUT	CONTRIBUTION - BOARD	2,651.00
CITY OF WAUKEE	TRAINING - EMA	563.87
CITYLIGHT COUNCIL BLUFFS CHURCH OF THE CHRISTIAN & MISSIONARY	PRECINT RENT - AUDITOR	200.00
CLARK JEPPESEN	PROF SVC - CONSERVATION	1,319.40
CLIFFORD J COLLINS	RESTRIPING - CONSERVATION	650.00
COMMERCIAL FARM INDUSTRIAL TIRE SERVICE INC	PROF SVC - SHERIFF	1,558.50
COMMUNITY OF CHRIST PRARIE BLUFFS	PRECINT RENT - AUDITOR	200.00
CONCERNED INC	PROF SVC - SWIA MHDS REGION	499.50
CONNECTIONS AREA AGENCY ON AGING INC	PROF SVC - PUBLIC HEALTH	7,500.00
CONTRACT PHARMACY SERVICES INC	SUPPLIES - JAIL	2,612.83
CONVERGEONE INC	PROF SVC - IT	3,149.55
COOKS DIRECT INC	SUPPLIES - JAIL	294.50
CORNERSTONE COMMERCIAL CONTRACTORS INC	PROF SVC - BOARD	42,499.18
CORPUS CHRISTI CATHOLIC CHURCH	PRECINT RENT - AUDITOR	400.00
CORRINE YOUNGBLOOD	ELECTION WORK - AUDITOR	100.00
COTT SYSTEMS INC	PROF SVC - AUDITOR	150.00
COUNCIL BLUFFS CHAMBER OF COMMERCE	MEMBERSHIP - VA	335.00
COUNCIL BLUFFS WATER WORKS	MO BILL - JAIL	4,423.89
COUNTRY CARE CENTER CORPORATION	RCF - SWIA MHDS REGION	48,772.61
COX COMMUNICATIONS INC	MO BILL - IT	5,914.85
CREEKSIDE CHURCH	PRECINT RENT - AUDITOR	200.00
CRYSTAL CLEAR WATER INC	MO BILL - RECORDER	49.25
CURTIS STENDER	ELECTION WORK - AUDITOR	90.36
CUSTOM COMFORT INC	ROADS/REPAIR - WALNUT	120.00
CYNTHIA HUTCHESON	ELECTION WORK - AUDITOR	250.00
CYNTHIA SCHMIDT	ELECTION WORK - AUDITOR	32.30
D R ANDERSON CONSTRUCTORS CO	PROF SVC - SHERIFF	132,839.74
DANELLE BRUCE	REIMB EXP - SWIA MHDS REGION	200.48
DANIEL SAMPSON	REIMB EXP - B&G	201.60
DARIN HAAKE	MEETING - SWI JUV	56.56
DARLA A FENT	ELECTION WORK - AUDITOR	200.00

DARLA LOBENDO	ELECTION WORK - AUDITOR	200.00
DARRELL JUSTESEN	REIMB EXP - B&G	356.72
DAVE COX	ELECTION WORK - AUDITOR	16.00
DEAN ALFERS	MEETING - BOARD	60.00
DEAN R WILLETT	LANDSCAPING - EAST POTT SWCD	4,375.00
DEANNA KRUSE	ELECTION WORK - AUDITOR	246.13
DEBI REDMON	REIMB EXP - SWIA MHDS REGION	77.28
DEBORAH MARSHALL	ELECTION WORK - AUDITOR	200.00
DEBRA HELTON	ELECTION WORK - AUDITOR	200.00
DEBRA HOTZE	ELECTION WORK - AUDITOR	249.15
DEK CORP	PROF SVC - JAIL	1,903.41
DELL MARKETING LP	EQUIP - JAIL	1,996.75
DENCO HIGHWAY CONSTRUCTION CORPORATION	ROADS/MATERIALS	49,997.75
DENNIS KEITHLEY	ELECTION WORK - AUDITOR	200.00
DESIGN FOUR INC	PROF SVC - PUBLIC HEALTH	6,000.00
DI CENZO PAINTING INC	PROF SVC - B&G	1,067.20
DIAMOND OIL COMPANY	FUEL - CONSERVATION	2,115.09
DIANE CARLON	ELECTION WORK - AUDITOR	215.00
DIANE STOLZ	ELECTION WORK - AUDITOR	245.33
DLR GROUP INC	PROF SVC - SHERIFF	8,435.70
DOLLY GROVE	ELECTION WORK - AUDITOR	200.00
DOLORES SILKWORTH	MEETING - PLANNING	32.84
DON UHLIG	REIMB EXP - SWI JUV	61.60
DONALD NIELSON	PUBLICATIONS - BOARD	1,332.06
DONALD NIELSON	PUBLICATIONS - BOARD	1,197.90
DONNA CALLENDER	ELECTION WORK - AUDITOR	200.00
DONNA LAKE	ELECTION WORK - AUDITOR	281.17
DOUGLAS COUNTY (NE)	SVC FEES - BOARD	150.00
DUSTIN CLAYTON	PRESENTER - CONSERVATION	221.76
DUSTIN PEREGRINE	REIMB EXP - IT	35.84
EBS c/o AMERICAN NATIONAL BANK	EBS RETIREES - JAIL	1,411.34
ECHO GROUP INC	ROADS/REPAIRS	375.50
ECKLES MEMORIAL LIBRARY	CONTRIBUTION - BOARD	8,528.50
EDWARDS CHEVROLET CADILLAC INC	PROF SVC - SHERIFF	352.80
EDWARDS MOTORSPORTS LLC	SUPPLIES - CONSERVATION	166.26
EILEEN MATTHEWS	ELECTION WORK - AUDITOR	410.22
EILEEN KUHNLE	ELECTION WORK - AUDITOR	200.00
ELECTION SYSTEMS & SOFTWARE LLC	SUPPLIES - AUDITOR	23,131.15
ELECTRONIC CONTRACTING COMPANY	PROF SVC - B&G	3,355.11
ELI LLC	RENT ASSIST - GA	1,800.00
ELIOR INC	SUPPLIES - JAIL	49,149.96
ELLEN GARAFFA	ELECTION WORK - AUDITOR	293.23
ELTON BATES	ROADS/CROP LOSS	1,120.63
EMANUEL CHURCH OF NAZARENE	PRECINT RENT - AUDITOR	200.00
EMMA LUBBEN	TRAINING - EMA	992.13
ENGINEERED CONTROLS INC	PROF SVC - B&G	1,116.01
ENVOY INC	SUPPLIES - SWIA MHDS REGION	342.50
ERIC MOEN	ELECTION WORK - AUDITOR	237.73
ERRIN K GUNDERSON	PROF SVC - ENV HEALTH	480.00
ETHAN BAUMGARTNER	ELECTION WORK - AUDITOR	232.00
EUGENE WRAY III	ELECTION WORK - AUDITOR	250.00
EVELYN HALL IRWIN	ELECTION WORK - AUDITOR	250.00
EVIZZIT LLC	MH SVC - SWIA MHDS REGION	2,971.06
FARM SERVICE COOPERATIVE	ROADS/FUEL	31,016.36
FARMERS MUTUAL COOPERATIVE TELEPHONE COMPANY	ROADS/UTILITIES	568.72
FEDERAL SIGNAL CORPORATION	PROF SVC - COMMUNICATIONS	18,351.80
FEURING PROMOTIONS INC	PROF SVC - SHERIFF	2,248.82
FIELD DAY DEVELOPMENT LLC	PROF SVC - NON-DEPARTMENTAL	3,922.50
FIREGUARD INC	PROF SVC - B&G	2,850.00
FIRESPRING PRINT INC	PROF SVC - PUBLIC HEALTH	455.70
FIRST CHRISTIAN CHURCH OF THE CITY OF COUNCIL BLUFFS IA (THE)	PRECINT RENT - AUDITOR	200.00
FIRST NATIONAL BANK OF OMAHA	ROADS/MULT ACCOUNTS	2,725.32
FISHER BUILDING SERVICES INC	PROF SVC - B&G	1,800.00
FMTC SWT INC	ROADS/UTILITIES	120.98
FOUR F FARMS INC	LANDSCAPING - EAST POTT SWCD	2,553.05
FOX CREEK FUNDRAISING LLC	PROF SVC - PUBLIC HEALTH	1,260.00
FRANCES PETERSEN	ELECTION WORK - AUDITOR	266.79
FRANCOISE MATHIS	ELECTION WORK - AUDITOR	215.00
FRANK DUNN	ROADS/MATERIALS	1,176.00
FRONTIER COMMUNICATIONS OF IOWA LLC	MO BILL - COMMUNICATIONS	259.90
GAIL BROW	ELECTION WORK - AUDITOR	43.55
GAIL PETERS	ELECTION WORK - AUDITOR	200.00
GARREANS LAW LLC	LEGAL SVC - BOARD	6,707.70
GARY VANAERNAM	MEETING - SWI JUV	81.20
GENERAL FIRE AND SAFETY EQUIPMENT CO OF OMAHA	PROF SVC - B&G	4,146.50
GENEVA SCIENTIFIC INC	SUPPLIES - CONSERVATION	247.08
GENIE SERVICES	PROF SVC - PUBLIC HEALTH	45.00
GENUINE PARTS COMPANY INC	ROADS/PARTS	17.34
GEORGE QUIGLEY	ELECTION WORK - AUDITOR	200.00
GEORGE SMITH	ELECTION WORK - AUDITOR	216.00
GERALYNNE COHRS	ELECTION WORK - AUDITOR	263.02
GETHSEMANE PRESBYTERIAN CHURCH	PRECINT RENT - AUDITOR	400.00

GLAXOSMITHKLINE HOLDINGS (AMERICAS) INC	SUPPLIES - PUBLIC HEALTH	8,478.62
GLENN GROVE	ELECTION WORK - AUDITOR	250.00
GLORIA GARDNER	ELECTION WORK - AUDITOR	216.00
GREAT AMERICA FINANCIAL SERVICES CORPORATION	PROF SVC - SWIA MHDS REGION	111.25
GREAT PLAINS PEST SERVICES INC	PROF SVC - B&G	391.00
GREAT PLAINS UNIFORMS	PROF SVC - SHERIFF	304.48
GREG MATHIS	ELECTION WORK - AUDITOR	200.00
GREGORY JONES	TRAINING - EMA	851.49
GREGORY L DAVIS	MED SVC - JAIL	1,626.67
GRISWOLD COOPERATIVE TELEPHONE CO	ROADS/UTILITIES	35.76
GRP & ASSOCIATES INC	PROF SVC - PUBLIC HEALTH	646.00
GUARDIANS OF NORTHEAST IOWA INC	PROF SVC - SWIA MHDS REGION	450.00
GUYER MACHINE SHOP INC	ROADS/PARTS	4,457.08
HADLEY MIKOVEC	REIMB EXP - SHERIFF	192.19
HARRISON COUNTY HOMEMAKERS	SUPPORT SVC - SWIA MHDS REGION	1,082.37
HARRISON COUNTY RURAL ELECTRIC COOPERATIVE	MO BILL - COMMUNICATIONS	458.35
HARRY H WALLAR VIII	PROF SVC - PUBLIC HEALTH	475.00
HAWKEYE TRUCK EQUIPMENT CO INC	ROADS/PARTS	880.24
HEARTLAND FAMILY SERVICE	BRIDGES - SWIA MHDS REGION	136,271.85
HEARTLAND TIRES AND TREADS INC	ROADS/TIRES	253.90
HEATHER SHAFER	REIMB EXP - AUDITOR	32.20
HELMER SCIENTIFIC LLC	EQUIP - PUBLIC HEALTH	8,937.79
HENRY SCHEIN INC	SUPPLIES - JAIL	868.10
HERBERT CHRISTENSEN	ELECTION WORK - AUDITOR	250.00
HERVETTA RONNFELDT	ELECTION WORK - AUDITOR	301.50
HGM ASSOCIATES INC	ROADS/SERVICES	68,386.37
HOLTZ SERVICE & SMALL ENGINE LLC	ROADS/PARTS	65.85
HOME DEPOT USA INC	SUPPLIES - CONSERVATION	184.47
HOTSY EQUIPMENT CO	PROF SVC - ENV HEALTH	1,270.18
HUMAN SERVICES ADVISORY COUNCIL INC	MEMBERSHIP - PUBLIC HEALTH	70.00
HUNTER KENNEDY	ELECTION WORK - AUDITOR	45.00
INDOFF INCORPORATED	SUPPLIES - RECORDER	2,711.64
INFOSAFE SHREDDING LLC	PROF SVC - DHS	413.00
INSIGHT PUBLIC SECTOR	LICENSES - IT	47.34
INTOXIMETERS INC	SUPPLIES - SHERIFF	179.00
IOWA COMMUNITIES ASSURANCE POOL	SETTLEMENT - BOARD	10,000.00
IOWA COMMUNITY SERVICES ASSOCIATION	DUES/MEMBERSHIP - SWIA MHDS REGION	900.00
IOWA COUNTY ENGINEERS ASSOC SERVICE BUREAU	ROADS/REGISTRATION	650.00
IOWA DEPARTMENT OF TRANSPORTATION	ROADS/SUPPLIES - HANCOCK	1,552.03
IOWA MUNICIPALITIES WORKERS COMPENSATION ASSOCIATION	WORK COMP - BOARD	73,037.00
IOWA STATE ASSOCIATION OF COUNTIES	REGISTRATION - AUDITOR	480.00
IOWA STATE SHERIFFS & DEPUTIES ASSOCIATION	REGISTRATION - SHERIFF	650.00
IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY	ROADS/5 REGISTRATIONS	390.00
IOWA WASTE SERVICES HOLDING INC	PROF SVC - JAIL	1,894.09
IOWA WASTE SERVICES HOLDINGS INC	PROF SVC - ENV HEALTH	2,552.55
IOWA WESTERN COMMUNITY COLLEGE	TRAINING - COMMUNICATIONS	184.00
IOWA WORKFORCE DEVELOPMENT	3RD Q 2021 UNEMPLOYMENT	1,127.14
IVAN DELGADO	MED SVC - JAIL	5,916.77
JACKSON SERVICES INC	PROF SVC - B&G	379.57
JACOB HOLMES	MEETING - SWI JUV	92.96
JACQUELINE MASKER	ELECTION WORK - AUDITOR	262.63
JACQUELINE NICHOLAS	ELECTION WORK - AUDITOR	200.00
JAMCO ABATEMENT SERVICES INC	PROF SVC - NON-DEPARTMENTAL	2,340.00
JAMES DAMREAU	RENT ASSIST - GA	500.00
JAMES FAJEN	FENCING - BOARD	2,100.00
JAMES ROSS	ELECTION WORK - AUDITOR	231.46
JAMIE ACHENBAUGH	ELECTION WORK - AUDITOR	32.00
JANE SEWING	ELECTION WORK - AUDITOR	200.00
JASON BURHENNE	REIMB EXP - B&G	117.60
JASON SLACK	REIMB EXP - B&G	261.74
JASON TEDRICK	ELECTION WORK - AUDITOR	200.00
JCCPR ENTERPRISES LLC	ROADS/MEETING	854.00
JDW MIDWEST LLC	PROF SVC - PLANNING	600.00
JEANNE TRACHTA	ELECTION WORK - AUDITOR	216.00
JEANNETTE BROWN	ELECTION WORK - AUDITOR	32.00
JEFFREY W ANDERSEN	ROADS/TIRES - 714	5,984.00
JEFFS CAR WASH	PROF SVC - B&G	48.00
JEFFS WASH & GLO	PROF SVC - SHERIFF	265.00
JENNIE EDMUNDSON MEMORIAL HOSPITAL	MED SVC - WELLNESS	1,540.00
JEREDITH BRANDS LLC	MO BILL - B&G	12,306.49
JEREMY A HARKER	REIMB EXP - SHERIFF	132.23
JEREMY MEYERS	REIMB EXP - B&G	78.40
JEROME HYTREK	ELECTION WORK - AUDITOR	200.00
JESSICA DAU	ELECTION WORK - AUDITOR	200.00
JILL SHUDAK	ELECTION WORK - AUDITOR	200.00
JIM HAWK TRUCK TRAILERS INC	ROADS/PARTS	4,248.45
JOANN SORENSEN	ELECTION WORK - AUDITOR	200.00
JOEL HENNINGSEN	ROADS/REIMB	656.40
JOHN AMDOR III	ELECTION WORK - AUDITOR	250.00
JOHN DEERE FINANCIAL	ROADS/PARTS	2,615.89
JOHN DESANTIAGO JR	ELECTION WORK - AUDITOR	200.00
JOHN DRAKE	ELECTION WORK - AUDITOR	200.00

JOHN RASMUSSEN	ROADS/REIMB	287.84
JOHNSON CONTROLS US HOLDING LLC	PROF SVC - SWI JUV	1,161.99
JON THOMAS	MED SVC - JAIL	6,973.55
JONI PAEZ	ELECTION WORK - AUDITOR	200.00
JOSEPH NICHOLAS	ELECTION WORK - AUDITOR	200.00
JOSEPH RIDDLE	ELECTION WORK - AUDITOR	200.00
JOSHUA HARKER	REIMB EXP - SHERIFF	84.96
JOSHUA SCHUT	TRAINING - EMA	560.67
JOSHUA WEESNER	ELECTION WORK - AUDITOR	250.00
JOYCE ANN ZIMMERMAN	ELECTION WORK - AUDITOR	41.03
JP BORING CO	PROF SVC - ENV HEALTH	12,849.80
JP LUMBER INC	ROADS/SUPPLIES	753.11
JUDITH DANKER	ELECTION WORK - AUDITOR	282.40
JULIA CROWDER	ELECTION WORK - AUDITOR	200.00
JUSTIN SCHULTZ	REIMB EXP - BOARD	153.60
KANDACE MEEKER	ELECTION WORK - AUDITOR	50.22
KAREN MAGNUSON	ELECTION WORK - AUDITOR	383.45
KAREN POTTER MAXWELL	PROF SVC - WIC	100.00
KAREN RODRIGUEZ	ELECTION WORK - AUDITOR	257.72
KAREN WEIS	ELECTION WORK - AUDITOR	200.00
KARL CHEVROLET INC	ROADS/NEW EQUIPMENT - 455	29,622.80
KATHLEEN BURROWS	ELECTION WORK - AUDITOR	132.00
KATHLEEN FOX	ELECTION WORK - AUDITOR	200.00
KATHY GOFF	PROF SVC - B&G	11,000.00
KATHY LARSON	ELECTION WORK - AUDITOR	285.93
KELLIE NEWELL	REIMB EXP - IT	3.92
KELLY CHRISTIE	ELECTION WORK - AUDITOR	250.00
KELLYS CARPET AND FURNITURE LLC	PROF SVC - CONSERVATION	1,933.23
KENT BROCKMANN	ELECTION WORK - AUDITOR	266.00
KERRI WEDE	MEETING - PLANNING	45.16
KESLEY CONOVER	ELECTION WORK - AUDITOR	44.00
KEVIN CALABRO	ELECTION WORK - AUDITOR	60.18
KEVIN GUNDERSON	ROADS/REIMB	229.74
KEY MASTERS OF GREATER OMAHA	PROF SVC - SHERIFF	2,790.00
KEY REAL ESTATE COMPANY	RENT ASSIST - GA	514.00
KIESLERS POLICE SUPPLY INC	SUPPLIES - SHERIFF	538.80
KIMBERLEY SCHNITKER	ELECTION WORK - AUDITOR	250.00
KIMBERLY SKILLETT	ELECTION WORK - AUDITOR	298.00
KOCH BROTHERS INC	SUPPLIES - BOARD	518.31
KONE INC	PROF SVC - JAIL	298.04
KRIS WOOD	REIMB EXP - WIC	128.31
KRISTA SMITH	ELECTION WORK - AUDITOR	216.00
KRISTINA M RICHEY	REIMB EXP - SWIA MHDS REGION	644.56
KRONOS SAASHR INC	PROF SVC - IT	1,033.80
KURT FERGUSON	REIMB EXP - SHERIFF	139.10
L CRAIG HARRIS	PROF SVC - CONSERVATION	950.00
LANGUAGE LINE SERVICE INC	PROF SVC - COMMUNICATIONS	337.96
LARRY LONG	ELECTION WORK - AUDITOR	200.00
LARRY MARSH	ELECTION WORK - AUDITOR	216.00
LARSEN SUPPLY CO	SUPPLIES - B&G	339.34
LAWRENCE FENT	ELECTION WORK - AUDITOR	250.00
LAWSON PRODUCTS INC	ROADS/SUPPLIES	68.85
LEAVENWORTH COUNTY (KS)	SVC FEES - BOARD	30.00
LEE BHM CORP	PUBLICATIONS - BOARD	5,799.33
LEE CONSTRUCTION INC	ROADS/ROCK	192,482.35
LEE VOLKENS	REIMB EXP - SHERIFF	514.54
LINDA BURNS	REIMB EXP - WIC	29.64
LINDA HOFFLANDER	ELECTION WORK - AUDITOR	200.00
LINDA MARSH	ELECTION WORK - AUDITOR	200.00
LINDA SPENCER	ELECTION WORK - AUDITOR	216.00
LINDA SPORVEN	ELECTION WORK - AUDITOR	200.00
LOFTUS HEATING AND AIR LLC	PROF SVC - JAIL	3,000.00
LOIS HANUSA	ELECTION WORK - AUDITOR	200.00
LONNIE HENRY	ELECTION WORK - AUDITOR	232.00
LORI STOPAK	ELECTION WORK - AUDITOR	248.74
LUANN SMITH	ELECTION WORK - AUDITOR	263.32
LUCIA KINNISON	ELECTION WORK - AUDITOR	102.56
LUKAS PETERSEN	ELECTION WORK - AUDITOR	250.00
LYMAN RICHEY CORPORATION	ROADS/MATERIALS	1,401.10
LYNN GROBE	REIMB EXP - BOARD	247.12
LYNN LEADERS	MEETING - PLANNING	46.28
MAIL SERVICES LLC	PROF SVC - TREASURER	3,414.44
MARC FREEMAN	REIMB EXP - SHERIFF	91.57
MARC JOHNSON JR	ELECTION WORK - AUDITOR	200.00
MARCIA BUCKINGHAM	ELECTION WORK - AUDITOR	98.36
MARCO TECHNOLOGIES LLC	MO BILL - SWI JUV	199.00
MARGARET PIERCE	ELECTION WORK - AUDITOR	370.09
MARIE ANDERSON	ELECTION WORK - AUDITOR	216.00
MARILYN KENNEDY	REIMB EXP - AUDITOR	122.70
MARILYN KNAUSS	ELECTION WORK - AUDITOR	200.00
MARILYN WOLFF	ELECTION WORK - AUDITOR	301.27
MARILYN WYMORE	ELECTION WORK - AUDITOR	250.00

MARK MERTES	ROADS/REPAIR - 300	84.96
MARVEL THIEL	RENT ASSIST - GA	475.00
MARY BURMEISTER	ELECTION WORK - AUDITOR	200.00
MARY ERVIN	ELECTION WORK - AUDITOR	216.00
MARY KILLPACK	ELECTION WORK - AUDITOR	200.00
MARY PEARSON	ELECTION WORK - AUDITOR	313.09
MASIMO AMERICAS INC	SUPPLIES - WIC	2,022.96
MATHESON TRI GAS INC	SUPPLIES - B&G	65.66
MATTHEW REEVES	REIMB EXP - IT	32.48
MAURA GOALEY	LEGAL SVC - BOARD	1,522.50
MAUREEN HOFFMANN	ELECTION WORK - AUDITOR	64.94
MAXINE GOTTO	ELECTION WORK - AUDITOR	200.00
MCKESSON MEDICAL SURGICAL INC	SUPPLIES - PUBLIC HEALTH	456.95
MCLAUGHLIN SEPTIC & PORTABLES	PROF SVC - CONSERVATION	230.00
MECO-HENNE CONTRACTING INC	PROF SVC - NON-DEPARTMENTAL	270,452.00
MELINDA HIVELY	ELECTION WORK - AUDITOR	292.21
MELVIN LARSEN	ROADS/MOWING	160.00
MENARDS INC	ROADS/SUPPLIES	700.35
MERCHANTS BONDING COMPANY (MUTUAL)	BOND - RECORDER	400.00
MICHAEL BECKMAN	ELECTION WORK - AUDITOR	93.72
MICHAEL BROOKS	ELECTION WORK - AUDITOR	200.00
MICHAEL CRAWFORD	ELECTION WORK - AUDITOR	200.00
MICHAEL SKIPTON	ELECTION WORK - AUDITOR	200.00
MICHAEL TODD & COMPANY INC	ROADS/SUPPLIES	255.97
MICHAEL WHEELDON	ELECTION WORK - AUDITOR	6.22
MICHAELA KENNEDY	ELECTION WORK - AUDITOR	135.68
MICHEAL FLOOD	ELECTION WORK - AUDITOR	231.68
MIDAMERICAN ENERGY COMPANY	MO BILL - B&G	27,400.81
MIDLANDS HUMANE SOCIETY	CONTRACT - ANIMAL CONTROL	7,121.63
MIDWEST GLASS & GLAZING INC	PROF SVC - AUDITOR	2,654.91
MIDWEST MEDICAL AND SAFETY INC	SUPPLIES - SWI JUV	178.15
MILLER ORTHOPAEDIC AFFILIATES PC	MED SVC - JAIL	335.00
MINDEN UNITED CHURCH OF CHRIST	PRECINT RENT - AUDITOR	200.00
MINNIE WALSH	ELECTION WORK - AUDITOR	200.00
MIRANDA WACHTER	REIMB EXP - SWIA MHDS REGION	157.92
MIRION TECHNOLOGIES (GDS) INC	SUPPLIES - JAIL	540.33
MMB LLC	ROADS/PARTS	712.16
MONTGOMERY COUNTY (IA)	TRANSPORT - SWIA MHDS REGION	166.00
MOODYS INVESTORS SERVICE INC	PROF SVC - NON-DEPARTMENTAL	43,000.00
MUNICIPAL HOUSING AGENCY	RENT ASSIST - GA	391.00
MY FATHERS HOUSE MINISTRIES	PRECINT RENT - AUDITOR	200.00
NAN SAMS	ELECTION WORK - AUDITOR	312.86
NANCY JANE COZIAHR	ELECTION WORK - AUDITOR	200.00
NANCY RANEY	ELECTION WORK - AUDITOR	368.63
NANCY STRESSMAN	ELECTION WORK - AUDITOR	216.00
NANCY STRONG	ELECTION WORK - AUDITOR	410.78
NATHAN ANDERSON	ELECTION WORK - AUDITOR	45.00
NATURE PLAY ART COMPANY	SUPPLIES - WIC	609.53
NCH CORPORATION	PROF SVC - B&G	1,233.69
NEBRASKA MACHINERY COMPANY	ROADS/SERVICE - 100	1,976.87
NEBRASKA MEDICAL CENTER (THE)	MED SVC - JAIL	806.40
NEW HORIZON PRESBYTERIAN CHURCH	PRECINT RENT - AUDITOR	600.00
NEW LIFE ASSEMBLY OF COUNCIL BLUFFS IA INC	PRECINT RENT - AUDITOR	200.00
NEW MASONIC TEMPLE ASSOCIATION	PRECINT RENT - AUDITOR	200.00
NEWMAN SIGNS INC	SUPPLIES - PLANNING	169.64
NISHNA PRODUCTIONS INC	SUPPORT SVC - SWIA MHDS REGION	26,361.02
NISHNABOTNA VALLEY RURAL ELECTRIC COOPERATIVE	ROADS/UTILITIES	2,116.81
NORMA KOPPOLD	ELECTION WORK - AUDITOR	200.00
NORTHWEST CHRISTIAN CHURCH INC	PRECINT RENT - AUDITOR	200.00
NUTRIEN AG SOLUTIONS INC	ROADS/MATERIALS	490.00
OBRIEN COUNTY (IA)	TRAINING - EMA	589.31
OMAHA COMPOUND COMPANY	SUPPLIES - JAIL	7,385.37
OMAHA COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY	CITIES PROGRAM - BOARD	1,605.72
OMAHA MAGAZINE LTD	ADVERTISING - CONSERVATION	900.00
OMAHA PUBLIC POWER DISTRICT	UTILITY ASSIST - GA	85.00
OMAHA SLINGS INC	ROADS/SUPPLIES	4,766.87
OMAHA TRUCK CENTER COMPANY INC	ROADS/PARTS	5,428.21
OMG MIDWEST INC	ROADS/MATERIALS	430.17
OMNI CENTRE LLC	RENT - WIC	1,983.00
OTIS ELEVATOR COMPANY	PROF SVC - B&G	834.50
PAGE COUNTY (IA)	TRANSPORT - SWIA MHDS REGION	486.60
PARALLEL TECHNOLOGIES INC	PROF SVC - NON-DEPARTMENTAL	2,082.49
PARKWILD HEIGHTS LLC	RENT ASSIST - GA	75.00
PARTNERSHIP FOR PROGRESS INC	RCF - SWIA MHDS REGION	32,984.31
PATRICIA MCGINN	ELECTION WORK - AUDITOR	200.00
PATRICIA SUE SETTLES	ELECTION WORK - AUDITOR	216.00
PATRICIA WELLS	ELECTION WORK - AUDITOR	200.00
PATRICK WILSON	ELECTION WORK - AUDITOR	53.35
PATSY COLEMAN	ELECTION WORK - AUDITOR	200.00
PATTI FORD	ELECTION WORK - AUDITOR	250.00
PAUL KOCH	ELECTION WORK - AUDITOR	403.74
PAUL KRAMAR	ELECTION WORK - AUDITOR	16.00

PAUL THIES	ROADS/UTILITIES - HONEY CRK	150.05
PAULETTE BRANDT	ELECTION WORK - AUDITOR	250.00
PC REFURBISHER LLC	PROF SVC - AUDITOR	1,072.00
PEACE CHURCH OF THE BRETHREN	PRECINT RENT - AUDITOR	200.00
PEGGY JARRELL	ELECTION WORK - AUDITOR	232.00
PEOPLESERVICE INC	UTILITY ASSIST - GA	144.80
PINELLAS COUNTY (FL)	SVC FEES - BOARD	54.00
PLYMOUTH COUNTY (IA)	TRANSPORT - SWIA MHDS REGION	33.60
POINT OF VIEW STRATEFIES LLC	PROF SVC - PUBLIC HEALTH	1,137.50
POMPS TIRE SERVICE INC	ROADS/TIRES	3,077.08
POPCO INC	MO BILL - PLANNING	74.25
POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS	INDRECT COST - WIC	2,856.70
POTTAWATTAMIE COUNTY CONSERVATION BOARD	PROCESSING FEES - CONSERVATION	363.64
POTTAWATTAMIE COUNTY IT DEPARTMENT	PROF SVC - SWI JUV	29.09
POTTAWATTAMIE COUNTY SHERIFF	TRANSPORT SVC FEES - BOARD	13,337.42
PRIDE GROUP INC (THE)	RCF - SWIA MHDS REGION	18,684.94
PRIME COMMUNICATIONS INC	ROADS/REPAIR - HANCOCK	14,035.90
QUADIENT INC	POSTAGE - VARIOUS	3,000.00
QUADIENT LEASING USA INC	PROF SVC - BOARD	1,776.51
R & M HOUSING	RENT ASSIST - GA	1,467.50
R & S WASTE DISPOSAL LLC	ROADS/UTILITIES	1,302.00
RAFAEL RODRIGUEZ	REIMB EXP - IT	19.04
RANDALL DERRIG	ELECTION WORK - AUDITOR	232.00
RAY MARTIN COMPANY OF OMAHA	PROF SVC - COMMUNICATIONS	515.00
RAY OHERRON CO INC	EQUIP - SHERIFF	301.57
REBECCA KING	ELECTION WORK - AUDITOR	200.00
RED OAK WELDING SUPPLIES	ROADS/SUPPLIES	251.10
REDWOOD TOXICOLOGY LABORATORY INC	SUPPLIES - JAIL	225.00
REGINA MYRES	ELECTION WORK - AUDITOR	200.00
REGIONAL WATER INC	MO BILL - CONSERVATION	1,212.75
REPORTING SERVICES LLC	TRANSCRIPTS - CO ATTORNEY	715.40
RHONDA HURST	ELECTION WORK - AUDITOR	284.19
RICHARD BLETH	ELECTION WORK - AUDITOR	261.57
RICHARD JOHNSON	ELECTION WORK - AUDITOR	266.78
RICK FINK	ELECTION WORK - AUDITOR	101.00
RICK LARSON	MEETING - PLANNING	49.80
RICOH USA INC	PROF SVC - DHS	1,156.17
RIVERBEND APARTMENTS LLC	RENT ASSIST - GA	1,810.00
RLKM INC	PROF SVC - CO ATTORNEY	350.30
ROBERT KENNEDY	ELECTION WORK - AUDITOR	64.83
ROBERT MORGAN	ELECTION WORK - AUDITOR	232.00
ROGER SCHNITKER	ELECTION WORK - AUDITOR	200.00
ROJEANE MARTIN	ELECTION WORK - AUDITOR	272.12
RONALD JAMES CISAR	PRESENTER - CONSERVATION	750.00
RONALD LAINSON	ROADS/HANCOCK	185.00
RONALD LARSEN	ELECTION WORK - AUDITOR	200.00
RONCO CONSTRUCTION COMPANY INC	PROF SVC - BOARD	10,000.00
ROXANNE HESTER	ELECTION WORK - AUDITOR	513.10
ROY MAGUIRE	ROADS/CROP LOSS	24.07
RUTH MILLER	ELECTION WORK - AUDITOR	287.66
RYAN SIMMONS	ELECTION WORK - AUDITOR	116.00
S & L SANITATION ENTERPRISES INC	MO BILL - CONSERVATION	192.00
SAINT JOHN LUTHERAN CHURCH	MO BILL - CONSERVATION	25.00
SALEM UNITED METHODIST CHURCH	PRECINT RENT - AUDITOR	200.00
SALLY DEA	ELECTION WORK - AUDITOR	427.81
SAM ASHER COMPUTING SERVICES INC	MO BILL - IT	270.94
SANDAU BROTHERS SIGN COMPANY INC	PROF SVC - PUBLIC HEALTH	3,000.00
SANDRA CADDELL	ELECTION WORK - AUDITOR	216.00
SANDRA HOUGH	ELECTION WORK - AUDITOR	265.71
SAPP BROS INC	FUEL - SHERIFF	114.50
SCHILDBERG CONSTRUCTION COMPANY INC	ROADS/ROCK	127,931.74
SCHROER & ASSOCIATES PC	PROF SVC - JAIL	720.00
SCI DES MOINES LLC	PROF SVC - SHERIFF	567.48
SCOTT BELT	REIMB EXP - BOARD	126.72
SCOTT RUCKER	RENT ASSIST - SWIA MHDS REGION	429.00
SDJD BROWN INC	PROF SVC - SHERIFF	2,454.55
SECURITY EQUIPMENT INC	PROF SVC - ENV HEALTH	121.58
SERVTECH COMMERCIAL FOOD EQUIPMENT SERVICE AND REPAIR LLC	PROF SVC - JAIL	799.88
SHARLETTA BOULWARE	ELECTION WORK - AUDITOR	200.00
SHELBY COUNTY (IA)	TRANSPORT - SWIA MHDS REGION	441.68
SHELIA BENTLEY	ELECTION WORK - AUDITOR	245.57
SHELLEY WELTER	REIMB EXP - SWIA MHDS REGION	545.44
SHERI JOHANNES	ELECTION WORK - AUDITOR	200.00
SHIRLEY LONG	ELECTION WORK - AUDITOR	200.00
SHIRLEY PATTEE	ELECTION WORK - AUDITOR	109.67
SHIVE HATTERY INC	PROF SVC - CONSERVATION	21,150.00
SIOUX SALES CO INC	SUPPLIES - SHERIFF	540.00
SNYDER & ASSOCIATES INC	RAILROAD HWY TRL - NON-DEPARTMENTAL	26,281.12
SOLARWINDS NORTH AMERICA INC	ANNUAL MAINTENANCE - IT	8,784.00
SOUTHWEST IOWA PLANNING COUNCIL	TRANSPORT - SWIA MHDS REGION	2,387.70
ST LUKES HEALTH RESOURCES	ROADS/DRUG SCREENING	294.00
ST PAULS EPISCOPAL CHURCH	PRECINT RENT - AUDITOR	200.00

STA BILT CONSTRUCTION CO INC	ROADS/MATERIALS	1,053.00
STACY HUDSON	ELECTION WORK - AUDITOR	200.00
STANDARD AUTO SERVICE CORP	PROF SVC - SHERIFF	1,730.42
STAPLES INC	SUPPLIES - B&G	1,447.63
STAPLES INC	SUPPLIES - DHS	1,532.71
STAR EQUIPMENT LTD	ROADS/PARTS	318.17
STARLA PUNTENY	ELECTION WORK - AUDITOR	283.74
STATE FIRE MARSHAL DIVISION	ROADS/RENEWAL	40.00
STATE OF IOWA	ROADS/(2) RENEWALS	30.00
STATE OF IOWA, SECRETARY OF STATE	INSPECTION - JAIL	450.00
STATE UNIVERSITY OF IOWA	PROF SVC - ENV HEALTH	795.00
STEPHEN LONG	ELECTION WORK - AUDITOR	232.00
STEVE BAIER	MEETING - SWI JUV	56.00
SUE BARRETT	ELECTION WORK - AUDITOR	250.00
SUE MIZE	ELECTION WORK - AUDITOR	200.00
SUNDQUIST ENGINEERING PC	DRAINAGE - 2019 FLOOD - SOUTH NOBLE - PROF SVC	3,082.50
SUNSHINE MCDONALD	MEETING - EMA	943.10
SUSAN SULLIVAN	ELECTION WORK - AUDITOR	264.83
SUZANNE SENDEN	ELECTION WORK - AUDITOR	200.00
SUZANNE WATSON	REIMB EXP - SWIA MHDS REGION	347.20
SUZANNE WOOD	ELECTION WORK - AUDITOR	200.00
SYMPHONY DIAGNOSTIC SERVICES NO 1	MED SVC - JAIL	268.00
SYNCHRONY BANK	MO BILL - CONSERVATION	369.88
SYNCHRONY BANK	SUPPLIES - CONSERVATION	444.74
T HALL ABC INC	ROADS/BATTERIES	976.30
TARA FICHTER	ELECTION WORK - AUDITOR	16.00
TERRACON CONSULTANTS INC	PROF SVC - SHERIFF	2,474.75
TERRY RICHARDSON	ELECTION WORK - AUDITOR	264.66
THEA HARRISON	REIMB EXP - AUDITOR	40.38
THERISA HOWARD	ELECTION WORK - AUDITOR	200.00
THOMAS BERNEMANN	ELECTION WORK - AUDITOR	200.00
THOMAS SHIPP	ELECTION WORK - AUDITOR	232.86
TIFFANY MASS	REIMB EXP - JAIL	98.13
TIMOTHY DONOVAN	ELECTION WORK - AUDITOR	216.00
TIMOTHY LUTHERAN CHURCH	PRECINT RENT - AUDITOR	200.00
TIMOTHY WICHMAN	REIMB EXP - BOARD	221.92
TORYANN CROZIER	PROF SVC - CONSERVATION	340.00
TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC	PROF SVC - SHERIFF	75.00
TREASURER OF STATE OF IOWA	MED SVC - SWIA MHDS REGION	12,574.87
TREAT AMERICA LIMITED	PROF SVC - SWI JUV	4,988.55
TRICIA JONES	MED SVC - SWI JUV	440.00
TRICIA SCHLEGEL	ELECTION WORK - AUDITOR	200.00
TW VENDING INC	SUPPLIES - JAIL	637.63
ULINE INC	SUPPLIES - CONSERVATION	177.45
UMB BANK NA	BOND - DBT SVC	160,629.98
UNION PACIFIC MUSEUM ASSOCIATION	PRECINT RENT - AUDITOR	200.00
UNITED CHURCH OF AVOCA	RENT - WIC	50.00
UNITED STATES CELLULAR CORPORATION	MO BILL - COMMUNICATIONS	561.69
US BANK NATIONAL ASSOCIATION	MO BILL - IT/GIS	19,188.58
US BANK NATIONAL ASSOCIATION	MO BILL - VARIOUS	12,065.35
VERNA JOHNSON	ELECTION WORK - AUDITOR	200.00
VICKIE MAJOREK	ELECTION WORK - AUDITOR	16.00
VINCE GUYER	REIMB EXP - SHERIFF	200.42
VISUAL EDGE INC	PROF SVC - SWIA MHDS REGION	18.99
VOCATIONAL DEVELOPMENT CENTER INC	JOB GRANT - SWIA MHDS REGION	8,000.00
W W GRAINGER INC	SUPPLIES - B&G	1,995.82
WALLACE FOUNDATION FOR RURAL RESEARCH & DEVELOPMENT	PRECINT RENT - AUDITOR	200.00
WALNUT TELEPHONE COMPANY INC	MO BILL - COMMUNICATIONS	595.05
WAUBONSIE MENTAL HEALTH CENTER	SUPPORT SVC - SWIA MHDS REGION	6,140.41
WELLS FARGO FINANCIAL LEASING INC	PROF SVC - DHS	971.62
WENDY BILLMAN	ELECTION WORK - AUDITOR	250.00
WEST POTTAWATTAMIE COUNTY AGRICULTURAL EXTENSION DISTRICT	ROADS/REGISTRATION	245.00
WEST PUBLISHING CORPORATION	PROF SVC - CO ATTORNEY	8,316.18
WESTLAKE HARDWARE INC	SUPPLIES - CONSERVATION	264.96
WEX BANK	ROADS/FUEL	33,886.19
WILLIAM BUHRMAN	ELECTION WORK - AUDITOR	200.00
WILLIAM WEGE	RENT ASSIST - VA	375.00
WINDSTREAM HOLDINGS INC	MO BILL - COMMUNICATIONS	371.22
YVONNE DENNIS	ELECTION WORK - AUDITOR	200.00
ZION RECOVERY SERVICES INC	CSRS - SWIA MHDS REGION	60,720.00
ZOHO CORPORATION	SUBSCRIPTION - IT	185.00
		<u>2,796,472.96</u>

Fund Summary

Fund	Payment Amount
0001 - GENERAL BASIC FUND	415,958.51
0002 - GENERAL SUPPLEMENTAL FUND	201,994.25
0003 - GAMBLING RESOURCES FUND	47,455.06
0005 - WIC/FEDERAL FUNDING FUND	18,392.80
0007 - LOST CONSERVATION FUND	28,517.23
0011 - RURAL SERVICES BASIC FUND	200,162.06
0019 - PROPERTY ACQUISITION & IMPROVEMENT FUND	153,750.19

0020 - SECONDARY ROADS FUND	446,215.40
0023 - REAP FUND	971.76
0027 - CO CONSERV LAND ACQ	3,139.14
0037 - LOST SOIL CONS EAST FUND	6,928.05
0040 - C.I.T.I.E.S. FUND	82,135.75
0042 - AMERICAN RESCUE PLAN ACT (ARPA)	192,482.35
0049 - POTTAWATTAMIE COUNTY IMPACT FUND	8,302.06
1610 - BOND SERIES 2018 CAPITAL FUND	44,566.19
1620 - BOND SERIES 2020A CAPITAL FUND	27,136.18
1630 - BOND SERIES 2021A CAPITAL FUND	25,000.00
1640 - BOND SERIES 2021B CAPITAL FUND	284,054.50
1700 - BIKE TRAIL FUND	26,458.57
1935 - 2021C ROADS CAPITAL PROJECT FUND	18,015.63
2200 - BOND SERIES 2016A DEBT FUND	6,462.50
2210 - BOND SERIES 2018 DEBT FUND	20,525.00
2220 - BOND SERIES 2020A DEBT FUND	44,250.00
2225 - BOND SERIES 2020B (LOSST) DEBT FUND	9,825.00
2230 - BOND SERIES 2021A DEBT FUND	10,900.83
2240 - BOND SERIES 2021B DEBT FUND	68,666.65
4000 - EMER MANAGEMENT SERVICE FUND	20,858.53
4010 - E911 FUND	5,325.09
4155 - MHDS REGION FUND	362,487.98
5400 - JUVENILE DETENTION	12,453.20
6000 - DRAINAGE	3,082.50
	<u>2,796,472.96</u>

Scheduled Sessions

**Melvyn Houser/County Auditor & Kristi
Everett/Election Deputy–**

**Public Hearing and First Consideration of
Ordinance No. 2021-09, AN ORDINANCE to amend
Chapter 1.45, “Voting Precinct Boundaries” of the
Pottawattamie County, Iowa, Code by
uncombining Boomer Township and Neola
Township from Neola Precinct and naming it
Boomer Precinct; By dissolving GLWCW Precinct;
By uncombining Hardin Township from McClelland
Precinct; By combining Hardin Township to
Treyner Precinct; By combining Lincoln Township
to the Walnut Precinct; By combining Center
Township, Waveland Township and Wright
Township to the Carson Precinct; By combining
Grove Township to Macedonia Precinct; and
setting date of Second Consideration.**

RECORDER'S COVER SHEET

Prepared by:

Pottawattamie County Office of Planning and Development
223 South 6th Street, Suite 4
Council Bluffs, IA 51501-4245
(712) 328-5792

Return Document to:

Pottawattamie County Office of Planning and Development
223 South 6th Street, Suite 4
Council Bluffs, IA 51501-4245
(712) 328-5792

Document Title:

Pottawattamie County
Ordinance #2021-09 Voting Precinct Boundaries Changes

**POTTAWATTAMIE COUNTY, IOWA
ORDINANCE NO. 2021-09**

AN ORDINANCE to amend Chapter 1.45, “Voting Precinct Boundaries” of the Pottawattamie County, Iowa, Code by

- By uncombining Boomer Township and Neola Township from Neola Precinct and naming it Boomer Precinct;
- By dissolving GLWCW Precinct;
- By uncombining Hardin Township from McClelland Precinct;
- By combining Hardin Township to Treynor Precinct;
- By combining Lincoln Township to the Walnut Precinct;
- By combining Center Township, Waveland Township and Wright Township to the Carson Precinct;
- By combining Grove Township to Macedonia Precinct;

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

SECTION 1 - REPEAL OF CONFLICTING ORDINANCES: That Section 1.45.040, Division into Precincts, is hereby repealed in their 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 2 - AMENDMENTS: That the Pottawattamie County, Iowa, Code, be and the same is hereby amended by changing the data for the following precincts in Section 1.45.040, to read as follows:

Pottawattamie County is hereby divided into sixteen (16), as follows:

PRECINCTS	POPULATION	DESCRIPTION
Avoca	2,097	Knox Township, Pleasant Township, City of Avoca and that part of City of Shelby which lies within the boundaries of Pottawattamie County
Boomer	1,008	Boomer Township and Neola Township
Carson	1,432	Carson Township, Center Township, Waveland Township, Wright Township and City of Carson
Crescent	2,612	Crescent Township, Lake Township, Rockford Township and City of Crescent
Garner	3,205	Garner Township excluding census block
		191550316011016 and 191550316011027

Hancock	356	Valley Township and City of Hancock
Lewis 1	2,070	Part of Lewis Township lying north of Highway 92 and including census block 191550316011016 and 191550316011027 in Garner Township
Lewis 2	2,366	That part of Lewis Township lying South of Highway 92
Macedonia	594	Macedonia Township, Grove Township and City of Macedonia
McClelland	146	City of McClelland
Minden	1,295	Minden Township, York Township and City of Minden
Neola	918	City of Neola
Oakland	2,260	Belknap Township, James Township, Washington Township and City of Oakland
Treynor	2,829	Hardin Township, Keg Creek Township, Silver Creek Township and City of Treynor
Underwood	2,836	Norwalk Township, Hazel Dell Township and City of Underwood
Walnut	1,053	Layton Township, Lincoln Township and City of Walnut
TOTAL	27,077	

SECTION 3 - 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 4 - EFFECTIVE DATE: This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED AND APPROVED DECEMBER 9, 2021.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Scott Belt, Chairman	<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"/>
_____ Justin Schultz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Lynn Grobe

Attest: _____

Melvyn Houser, County Auditor
Pottawattamie County, Iowa

NOTICE OF HEARING PUBLISHED:	December 2, 2021
PUBLIC HEARING:	December 7, 2021
FIRST CONSIDERATION:	December 7, 2021
SECOND CONSIDERATION:	December 9, 2021
PUBLICATION:	December 16, 2021
RECORD:	December 17, 2021

CHAPTER 1.45
Voting Precinct Boundaries

- 1.45.010 TITLE: This Chapter shall be known and may be cited and referred to as the “Voting Precinct Boundaries” of Pottawattamie County, Iowa. (Ordinance #2001-05/November 16, 2001)
- 1.45.020 PURPOSE: The purpose of this Ordinance is to establish the voting precincts in Pottawattamie County, Iowa. (Ordinance #2001-05/November 16, 2001)
- 1.45.030 RE-PRECINCT: As required by Section 49.7, Code of Iowa, Pottawattamie County will re-precinct the year following the Federal Decennial Census. (Ordinance #2001-05/November 16, 2001)
- 1.45.040 DIVISION INTO PRECINCTS: Pottawattamie County is hereby divided into ~~twenty-six~~ sixteen (~~26~~16), as follows:

PRECINCTS	POPULATION	DESCRIPTION
Avoca	4975 <u>2097</u>	Knox Township, Pleasant Township, City of Avoca and that part of City of Shelby which lies within the boundaries of Pottawattamie County
Boomer	1008	Boomer Township and Neola Township
Carson	964 <u>1432</u>	Carson Township, Center Township, Waveland Townshi, <u>Wright Township</u> and City of Carson
Crescent	2827 <u>2612</u>	Crescent Township, Lake Township, Rockford Township and City of Crescent
Garner	3409 <u>3205</u>	Garner Township excluding census block 191550316011026 <u>191550316011016</u> and 191550316011013 <u>191550316011027</u>
GLWCW	853	Grove Township, Lincoln Township, Wright Township, Center Township and Waveland Township
Hancock	377 <u>356</u>	Valley Township and City of Hancock
Lewis 1	2416 <u>2040</u>	Part of Lewis Township lying north of Highway 92 and including census block 191550316011026 <u>191550316011016</u> and 191550316011013 <u>191550316011027</u> in Garner Township
Lewis 2	2531 <u>2366</u>	That part of Lewis Township lying South of Highway 92
Macedonia	396 <u>594</u>	Macedonia Township, Grove Township and City of Macedonia
McClelland	4049 <u>146</u>	Hardin Township and City of McClelland
Minden	4304 <u>1295</u>	Minden Township, York Township and City of Minden
Neola	4872 <u>918</u>	Neola Township, Boomer Township and City of Neola
Oakland	2290 <u>2260</u>	Belknap Township, James Township, Washington Township and City of Oakland
Treynor	4748 <u>2829</u>	Hardin Township, Keg Creek Township, Silver Creek Township and City of Treynor
Underwood	2784 <u>2836</u>	Norwalk Township, Hazel Dell Township and City of Underwood
Walnut	948 <u>1053</u>	Layton Township, Lincoln Township and City of Walnut
TOTAL	27143 <u>27077</u>	

(Ordinance #~~2011-05~~2021-09/September 16, ~~2011~~December 17, 2021)

CHAPTER 1.45
Voting Precinct Boundaries

- 1.45.010 TITLE: This Chapter shall be known and may be cited and referred to as the “Voting Precinct Boundaries” of Pottawattamie County, Iowa. (Ordinance #2001-05/November 16, 2001)
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Carson	1432	Carson Township, Center Township, Waveland Township, Wright Township and City of Carson
Crescent	2612	Crescent Township, Lake Township, Rockford Township and City of Crescent
Garner	3205	Garner Township excluding census block 191550316011016 and 191550316011027
Hancock	356	Valley Township and City of Hancock
Lewis 1	2040	Part of Lewis Township lying north of Highway 92 and including census block 191550316011016 and 191550316011027 in Garner Township
Lewis 2	2366	That part of Lewis Township lying South of Highway 92
Macedonia	594	Macedonia Township, Grove Township and City of Macedonia
McClelland	146	City of McClelland
Minden	1295	Minden Township, York Township and City of Minden
Neola	918	City of Neola
Oakland	2260	Belknap Township, James Township, Washington Township and City of Oakland
Treynor	2829	Hardin Township, Keg Creek Township, Silver Creek Township and City of Treynor
Underwood	2836	Norwalk Township, Hazel Dell Township and City of Underwood
Walnut	1053	Layton Township, Lincoln Township and City of Walnut
TOTAL	27077	

(Ordinance #2021-09/December 17, 2021)

**Matt Wyant, Director of Planning and
Development and/or Pam Kalstrup, Acting
Planning Director and Terry Brown,
IHSEMD –**

**Discussion and/or decision to approve and
authorize Board to sign Resolution No.
118-2021, entitled Local Match for the
Hazard Mitigation Grant Program.**

RESOLUTION NO. 118-2021

LOCAL MATCH FOR THE HAZARD MITIGATION GRANT PROGRAM

WHEREAS, Pottawattamie County, Iowa (hereinafter called “the Subgrantee”), has made application through the Iowa Homeland Security and Emergency Management Division (HSEMD) to the Federal Emergency Management Agency (FEMA) for funding from the Hazard Mitigation Grant Program, in the amount of \$5,203,400 for the total project cost; and

WHEREAS, the Subgrantee recognizes the fact that this grant is based on a cost share basis with the federal share not exceeding 75%, the state share not exceeding 10%, and the local share being a minimum of 15% of the total project cost. The minimum 15% local share can be cash, in-kind match or other source provided that it is not federal funding.

THEREFORE, the Subgrantee agrees to provide and make available up to \$780,510 (seven hundred eighty thousand five hundred and ten dollars) of non-federal contribution to be used to meet the minimum 15% match requirement for this mitigation grant application.

Dated this 7th day of December, 2021.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Scott Belt, Chairman	<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"/>
_____ Justin Schulz	<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"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

RESOLUTION NO. 83-2020

LOCAL MATCH FOR THE HAZARD MITIGATION GRANT PROGRAM

WHEREAS, Pottawattamie County, Iowa (hereinafter called "the Subgrantee"), has made application through the Iowa Homeland Security and Emergency Management Division (HSEMD) to the Federal Emergency Management Agency (FEMA) for funding from the Hazard Mitigation Grant Program, in the amount of \$2,199,400 for the total project cost; and

WHEREAS, the Subgrantee recognizes the fact that this grant is based on a cost share basis with the federal share not exceeding 75%, the state share not exceeding 10%, and the local share being a minimum of 15% of the total project cost. The minimum 15% local share can be cash, in-kind match or other source provided that it is not federal funding.

THEREFORE, the Subgrantee agrees to provide and make available up to \$329,910 (three hundred twenty nine thousand nine hundred and ten dollars) of non-federal contribution to be used to meet the minimum 15% match requirement for this mitigation grant application.

Dated this 15th day of August, 2020.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
 Justin Schultz, Chairman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Tim Wichman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Scott Belt	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Marilyn Jo Drake	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
 Lynn Grobe	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: 
Becky Belt, Finance - Auditor's Office

John Rasmussen/County Engineer–

**Discussion and/or decision to approve and
authorize Board to sign Resolution No.
119-2021 entitled: RESOLUTION
AUTHORIZING VACATION OF A SECTION
OF POTTAWATTAMIE COUNTY ROAD.**

John Rasmussen/County Engineer–

2) Final Hearing on proposed Secondary Road Assessment District.

3) Discussion and/or decision to reject, approve, or modify, and approve the proposal.

Original Estimate OHL to Lookout Lane

Original Estimate Lookout Lane to Chalet Lane

Combined Estimate Increased County Participation 10% for existing business's Lowered Interest Rate to last bond value.

LEISURE AVENUE ASPHALT TREATED BASE WITH DOUBLE SEAL COAT Engineer's Estimated Improvement Cost				
Improved Length		2,760	Ft	
Improved Width		24	Ft	
Improved Area		7,360	SY	
Base Stabilization Unit Cost		\$12.01	SY	
Double Seal Coat Cost		\$4.40	SY	
Additional Work		\$6,011		
Total Improvement Cost		\$126,789		
County Participation (20%)		-\$25,358		
Gravel Maintenance Cost Savings (10 Year)		-\$9,409		
Petitioner's Cost (80%)		\$92,022		
Total Cost per Parcel (18)		\$5,112		
Interest		4.50%		
Special Assessment Tax Schedule:				
Year	Principle	Interest	Balance	Annual Payment
0			5,112	
1	511	230	4,601	\$741
2	511	207	4,090	\$718
3	511	184	3,579	\$695
4	511	161	3,067	\$672
5	511	138	2,556	\$649
6	511	115	2,045	\$626
7	511	92	1,534	\$603
8	511	69	1,022	\$580
9	511	46	511	\$557
10	511	23	0	\$534

LEISURE AVENUE ASPHALT TREATED BASE WITH DOUBLE SEAL COAT Engineer's Estimated Improvement Cost Lookout Lane to Chalet Lane				
Improved Length		1,546	Ft	
Improved Width		24	Ft	
Improved Area		4,123	SY	
Base Stabilization Unit Cost		\$12.01	SY	
Double Seal Coat Cost		\$4.40	SY	
Additional Work		0		
Total Improvement Cost		\$67,653		
County Participation (20%)		-\$13,531		
Gravel Maintenance Cost Savings (10 Year)		-\$5,270		
Petitioner's Cost (80%)		\$48,852		
Total Cost per Parcel (7)		\$6,979		
Interest		4.50%		
Special Assessment Tax Schedule:				
Year	Principle	Interest	Balance	Annual Payment
0			6,979	
1	698	314	6,281	\$1,012
2	698	283	5,583	\$981
3	698	251	4,885	\$949
4	698	220	4,187	\$918
5	698	188	3,489	\$886
6	698	157	2,792	\$855
7	698	126	2,094	\$824
8	698	94	1,396	\$792
9	698	63	698	\$761
10	698	31	0	\$729

Leisure Avenue Asphalt Treated Base with Double Seal Coat Engineer's Estimated Improvement Cost Combined				
Improved Length		4,306	Ft	
Improved Width		24	Ft	
Improved Area		11,483	SY	
Base Stabilization Unit Cost		\$12.01	SY	
Double Seal Coat Cost		\$4.40	SY	
Additional Work		0		
Total Improvement Cost		188,431		
County Participation (30%)		30%	-56,529	
Gravel Maintenance Cost Savings (10 Year)			-14,679	
Petitioner's Cost (70%)			117,222	
Total Cost per Parcel (25)			4,689	
Interest			1.60%	
Special Assessment Tax Schedule:				
Year	Principle	Interest	Balance	Annual Payment
0			\$4,689	
1	\$469	\$75	\$4,220	\$544
2	\$469	\$68	\$3,751	\$537
3	\$469	\$60	\$3,282	\$529
4	\$469	\$53	\$2,813	\$522
5	\$469	\$45	\$2,344	\$514
6	\$469	\$38	\$1,875	\$507
7	\$469	\$30	\$1,406	\$499
8	\$469	\$22	\$937	\$491
9	\$469	\$15	\$468	\$484
10	\$468	\$7	\$0	\$475

Master

SEP 15 2021

PETITION FOR SECONDARY ROAD ASSESSMENT
LEISURE AVENUE

We the undersigned, being more than 50% of the owners of the land within the proposed district, the description of which follows, petition the Pottawattamie County Board of Supervisors as follows:

- I. That the Board accept this petition for formation of a Secondary Road Assessment District under the provisions of Chapter 311.6 of the Code of Iowa.
- II. That said Road included in this district is as follows:
 1. A County Road commonly referred to as "Leisure Avenue" located in Section 13 of Crescent Township, starting at Old Lincoln Highway and continuing southeasterly approximately 2,760 feet (0.52 miles) to Lookout Lane in Section 18 of Hazel Dell Township.
- III. That said road be improved by asphalt stabilization of a compacted base, tack coat and seal coat surfacing, as well as, Intersection widening at Lookout Lane.
- IV. That there be a 80% assessment to the property owners for the estimated cost of this work above and beyond that of maintaining the existing granular surfaced road. Said costs are outlined in the Engineer's report dated August 20, 2021.
- V. That the lands included in the district are all residents either adjacent to Leisure Avenue or which have access to Leisure Avenue by means of a private road.
- VI. That costs are to be divided equally between the Seventeen (18) Petitioner property parcels.
- VII. Petitioners recognize that delays may occur because of weather, equipment availability, contractor availability, material availability, etc. Petitions must be approved the October 1st prior to the year of construction; construction before that may occur if possible.
- VIII. Petitioners also recognize that their cost is estimated to be a declining payment of \$731 the first year down to \$534 in the tenth year.
- IX. The method of apportionment to property owners is described as follows: Each resident is assessed 5,112. Annual payments will be \$511 plus interest.

WHEREFORE, we the undersigned residents along Leisure Avenue in Pottawattamie County, Iowa, petition the Board for establishment at the earliest possible date as authorized by law a Secondary Road Assessment district as described.

**LEISURE AVENUE ASPHALT TREATED BASE WITH DOUBLE SEAL COAT
Engineer's Estimated Improvement Cost**

Improved Length	2,760	Feet
Improved Width	24	Feet
Improved Area	7,360	Square Yards
Base Stabilization Unit Cost	\$12.01	Square Yard
Double Seal Coat Cost	\$4.40	Square Yard
Lookout Lane Intersection Improvements	\$6,011.00	Lump Sum
Total Improvement Cost	\$126,789	
County Participation (20%)	\$25,358	
Gravel Maintenance Cost Savings (10 Year)	\$9,409	
Petitioner's Cost (80%)	\$92,022	
Total Cost per Parcel (18)	\$5,112	
Interest	4.50%	

Special Assessment Tax Schedule:

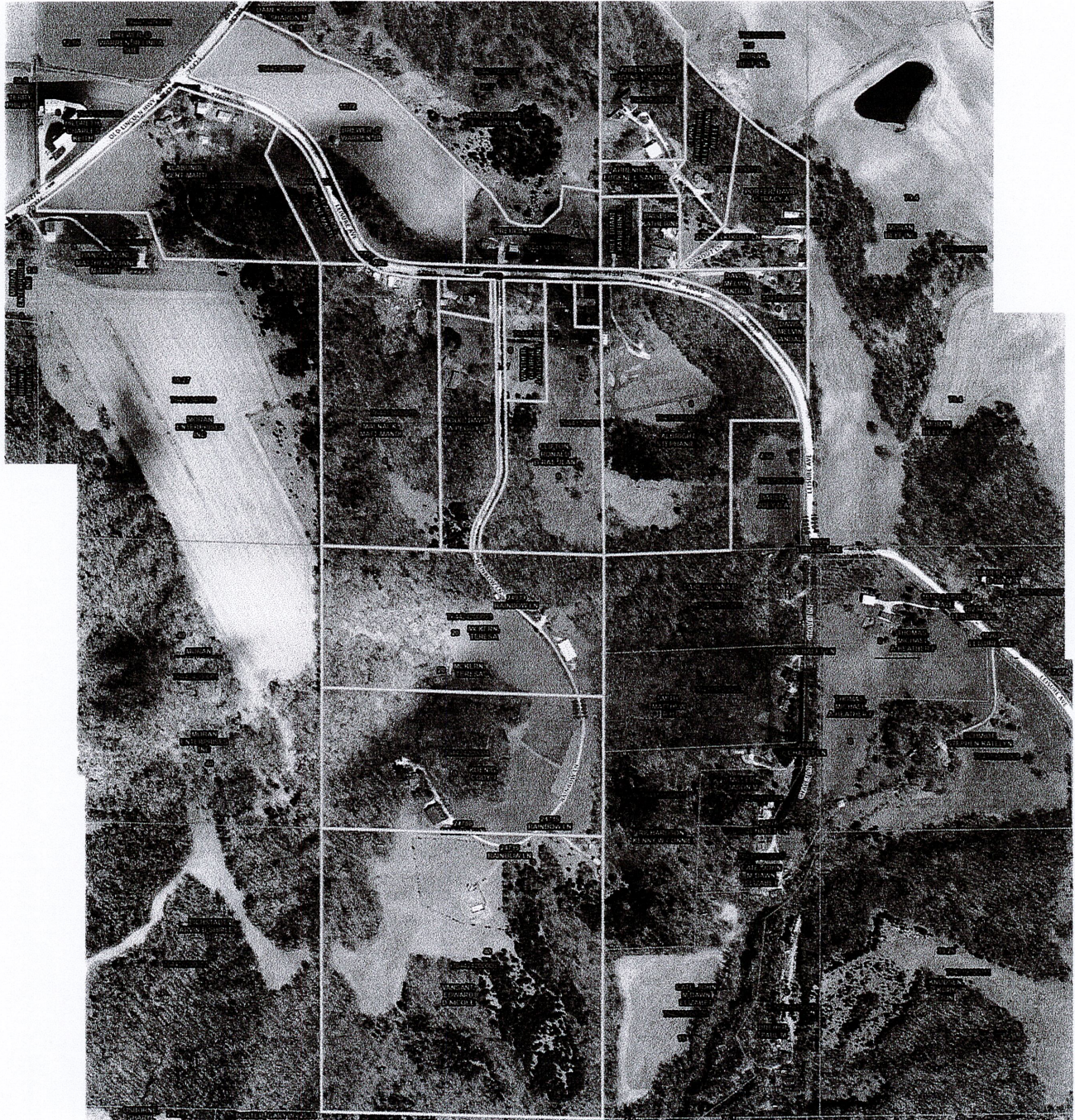
Year	Principle	Interest	Balance	Annual Payment
0			\$5,112	
1	\$511	\$230	\$4,601	\$741
2	\$511	\$207	\$4,090	\$718
3	\$511	\$184	\$3,579	\$695
4	\$511	\$161	\$3,067	\$672
5	\$511	\$138	\$2,556	\$649
6	\$511	\$115	\$2,045	\$626
7	\$511	\$92	\$1,534	\$603
8	\$511	\$69	\$1,022	\$580
9	\$511	\$46	\$511	\$557
10	\$511	\$23	\$0	\$534

Assumptions and reference:

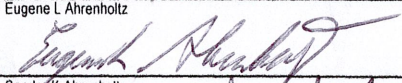

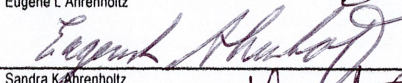
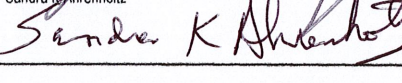
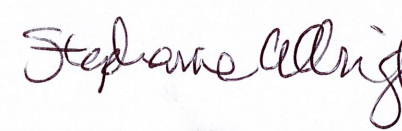
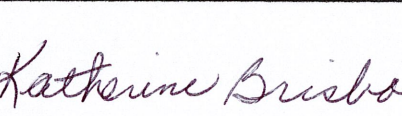

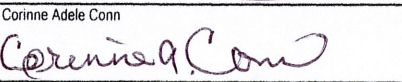
- 2019 Iowa Code 311, Special Assessment Districts
- Future cost of 10 years of gravel maintenance credited to base stabilization.
- Interest Rate: www.iowatreasurer.gov/for-businesses/public-funds-rates
- Traffic count of 200 VPD as provided by 2016 Iowa DOT Traffic Count.
- No zoned businesses on Leisure Avenue

John A. Rasmussen, Pottawattamie County Engineer
20-Aug-21

Leisure Lane Special Assessment District




Leisure Lane Secondary Road Assessment Petition

FIIONER	OWNER	SIGNATURE	DATE	TAX PIN	TAX ADDRESS	TAX DESCRIPTION
1	AHRENHOLTZ, EUGENE L- SANDRA K	Eugene L Ahrenholtz 	9-11-21	764318300001	25250 LOOKOUT LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 PT NW SW COMM NW COR NW SW TH S800' E400' N600' NWLY275' W217' TO POB
		Sandra K Ahrenholtz 	9-11-21			
	AHRENHOLTZ, EUGENE L- SANDRA K	Eugene L Ahrenholtz 	9-11-21	764318300012	25250 LOOKOUT LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 PT NW SW COMM 799.87'S OF NW COR NW SW TH E400' SW113.12' SE87.09' W375.12' N167.05' TO POB (PARCEL B)
		Sandra K Ahrenholtz 	9-11-21			
2	ALBRIGHT, STEPHANIE S		9/12/21	764318300009	18005 LEISURE AVE, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 SW SW SWLY OF RD EXC E360' S605'
3	BREWER, O WARREN JR			764413400017	PO BOX 38, CRESCENT, IA 51526	CRESCENT TWP 13-76-44 PT N1/2 SE LYING SE OF OLD LINCOLN HWY SW OF RIDGE & NE OF LEISURE AVE EXCELY636.6'
4	BRISBOIS, KATHERINE		9/14/21	764318300005	25242 LOOKOUT LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 E187' W375' S348' NW SW
5	CLIFTON, RONALD D-RAE JEAN	Ronald D Clifton		764413400016	17987 LEISURE AVE, HONEY CREEK, IA 51542-4283	CRESCENT TWP 13-76-44 SE SE E OF DRIVE EXC COMM 259.69' W OF NE COR TH S608.86' W194.45' TO E LINE OFDRIVE N608.86'E194.45' TO POB & EXCS208' N241' E120'
		Rae Jean Clifton				
	CLIFTON, RONALD D-RAE JEAN	Ronald D Clifton		764413400015	17987 LEISURE AVE, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 120' X 208' NE COR SE SE
		Rae Jean Clifton				
6	CONN, CHRISTOPHER ALLEN-CORINNE ADELE	Christopher Allen Conn 	9-11-21	764318300018	25246 LOOKOUT LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 PT NW SW COMM 375.11'E & 23'N OF SW COR NW SW TH NE325.32' NW87.09' NE113.12' N485.05' SE170.04' SE203.83' SW524.13' SW280.06' TO POB (PARCEL E)
		Corinne Adele Conn 	9-11-21			

Leisure Lane Secondary Road Assessment Petition

TIONER	OWNER	SIGNATURE	DATE	TAX PIN	TAX ADDRESS	TAX DESCRIPTION
7	DAVIS, MELVIN RANDALL	<i>Melvin R Davis</i>	9-11-21	764318300008	25241 LOOKOUT LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 PT SW SW COMM NW COR TH E962.8 S769.01' NW ALONG C/L RD TO W LINEN16.08' TO POB
8	HOOD, DAVID A-PEGGY L	David A Hood <i>David A Hood</i>	9-11-21	764413400012	17873 LEISURE AVE, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 COMM 627.23'W SE COR SE SE W140' N1131' ELY253' N225' E20' SLY ALONG W LINE OFPRIVATE RD TO POB
		Peggy L Hood <i>Peggy L Hood</i>	9-11-21			
9	KADING, DARRELL W- SHIRLEY A TRUST	Darrell W Kading <i>Darrell W Kading</i>	9-11-21	764413400011	17859 LEISURE AVE, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 N225.46' WLY253.7' E767.33' SE SE
		Shirley A Kading <i>Shirley A Kading</i>	9-11-21			
10	KLABUNDE, KENT-MARTI	Kent Klabunde <i>Kent Klabunde</i>	9-15-21	764413400018	17621 LEISURE AVE, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 PT N1/2 SE COMM SE COR NW SE TH NW567.6' NE183.9' TO C/L LEISURE AVESELY853.65' W291.71'TO POB (PARCEL B)
		Marti Klabunde <i>M Klabunde</i>	9-15-21			
	KLABUNDE, KENT-MARTI	Kent Klabunde <i>Kent Klabunde</i>	9-15-21	764413400004	17621 LEISURE AVE, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 PT NW SE COMM SE COR TH W732.92' NW227.02' W512.79' N21.44' NELY ALONG ELY HWYROW 895.14' SE491.77' SWLY204.6'SELY567.6' TO POB (PARCELS A, E, G & I)
		Marti Klabunde <i>M Klabunde</i>	9-15-21			
11	KOENIG, CODY J			764424200004	24788 RAINBOW LN, HONEY CREEK, IA 51542	CRESCENT TWP 24-76-44 S1/2 NE NE
12	MALNACK, MATT-MANDI	Matt Malnack <i>Matt Malnack</i>	9/12/21	764413400010	17795 LEISURE AVE, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 W555.54' SE SE
		Mandi Malnack <i>Mandi Malnack</i>	9/12/21			
13	MCKERN, TERESA J			764424200003	24939 RAINBOW LN, HONEY CREEK, IA 51542	CRESCENT TWP 24-76-44 N1/2 NE NE

Leisure Lane Secondary Road Assessment Petition

TIONER	OWNER	SIGNATURE	DATE	TAX PIN	TAX ADDRESS	TAX DESCRIPTION
14	PORTER, DAVID G-TRACY A	David G Porter		764318300019	25245 LOOKOUT LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 PT NW SW COMM 375.11'E SW COR NW SW NE587.54' N485.43' NW275.49' NW103.81' SW524.13' SW280.06' S23' TO POB (PARCEL F)
		Tracy A Porter				
15	PREUCIL, MARK		9/14/21	764413400008	17902 LEISURE AVE, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 PT NE SE COMM 936'S NE COR TH NW178.85' SW227.9' NWLY484.86' SLY TO S LINE E636.6'TO SE COR N TO POB
16	RIEF, DUANE E-KATHERINE S	Duane E Rief	9-11-21	764318300004	18022 LEISURE AVE, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 W188' S348' NW SW
		Katherine S Rief				
17	VANSANT, EDWARD D- NICOLE	Edward D Vansant		764424200005	24735 RAINBOW LN, HONEY CREEK, IA 51542	CRESCENT TWP 24-76-44 SE NE
		Nicole Vansant				
18	WINTHER, GEORGE J- ALLISON L	George J Winther	9-13-21	764413400014	25247 RAINBOW LN, HONEY CREEK, IA 51542	CRESCENT TWP 13-76-44 PT SE SE E OF DRIVE COMM 259.69'W NE COR TH S608.86' W194.45' TO E LINE OF DRIVE N608.86' E194.45' TO POB
		Allison L Winther <i>deceased</i>				

SEP 15 2021

PETITION FOR SECONDARY ROAD ASSESSMENT

LEISURE AVENUE

We the undersigned, being more than 50% of the owners of the land within the proposed district, the description of which follows, petition the Pottawattamie County Board of Supervisors as follows:

- I. That the Board accept this petition for formation of a Secondary Road Assessment District under the provisions of Chapter 311.6 of the Code of Iowa.
- II. That said Road included in this district is as follows:
 1. A County Road commonly referred to as "Leisure Avenue" located in Section 18 of Crescent Township, starting at Lookout Lane and continuing southeasterly approximately 1546 feet (0.29 miles) to Chalet Lane in Section 18 of Hazel Dell Township.
- III. That said road be improved by asphalt stabilization of a compacted base, tack coat and seal coat surfacing, as well as, Intersection widening at Lookout Lane.
- IV. That there be a 80% assessment to the property owners for the estimated cost of this work above and beyond that of maintaining the existing granular surfaced road. Said costs are outlined in the Engineer's report dated August 30, 2021.
- V. That the lands included in the district are all residents either adjacent to Leisure Avenue or which have access to Leisure Avenue by means of a private road.
- VI. That costs are to be divided equally between the Seven (7) Petitioner property parcels.
- VII. Petitioners recognize that delays may occur because of weather, equipment availability, contractor availability, material availability, etc. Petitions must be approved the October 1st prior to the year of construction; construction before that may occur if possible.
- VIII. Petitioners also recognize that their cost is estimated to be a declining payment of \$1031 the first year down to \$729 in the tenth year.
- IX. The method of apportionment to property owners is described as follows: Each resident is assessed \$6,979. Annual payments will be \$698 plus interest.

WHEREFORE, we the undersigned residents along Leisure Avenue in Pottawattamie County, Iowa, petition the Board for establishment at the earliest possible date as authorized by law a Secondary Road Assessment district as described.

Leisure Lane Secondary Road Assessment Petition
Lookout Lane to Chalet Lane

PETITIONER	OWNER	SIGNATURE	DATE	TAX PIN	TAX ADDRESS	TAX DESCRIPTION
1	BAUER, JOEY D A			764318300010	18364 LEISURE AVE, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 SLY605' E360' SW SW
- 2	CATE, JOHN M-DAWN ELIZABETH	<small>John M Cate</small> <i>John Cate</i> <small>Dawn Elizabeth Cate</small> <i>De Cate</i>		764319100005	24800 CHALET LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 19-76-43 AUD SUB W1/2 & W60' NW LT 5 EXC SLY15 AC
-	CATE, JOHN M-DAWN ELIZABETH 402 943 7685	<small>John M Cate</small> <i>John Cate</i> <small>Dawn Elizabeth Cate</small> <i>De Cate</i>		764319100009	24800 CHALET LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 19-76-43 AUD SUB W1/2 & W60' E1/2 NW SLY 15 AC LT 5
- 3	LAKE, DONNA D Wilson, Dave 402 981 0805	<small>Donna Lake</small> <i>Donna Lake</i> <small>Dave Wilson</small> <i>Dave Wilson</i>		764319100001	24992 CHALET LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 19-76-43 AUD SUB W1/2 & W60' E1/2 NW LT 1
- 4	MILLER, JASON M XXXXXXXXXX 702-371 0567	<small>Jason M Miller</small> <i>Jason Miller</i>		764319100004	24876 CHALET LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 19-76-43 AUD SUB W1/2 & W60' NW LT 4
- 5	MORAN BEEF INC	<i>Frank Moran</i>		764318300011	25843 OLD LINCOLN HWY, HONEY CREEK, IA 51542	HAZEL DELL TWP 18-76-43 E1/2 SW
- 6	RICHARDSON, KENNY W- CONNIE D 712 545 3204	<small>Kenny W Richardson</small> <i>Kenny Richardson</i> <small>Connie D Richardson</small> <i>Connie Richardson</i>		764319100003	24902 CHALET LN, HONEY CREEK, IA 51542-4164	HAZEL DELL TWP 19-76-43 AUD SUB W1/2 & W60' E1/2 NW LT 3
- 7	SMITH, MATTHEW R H Smith, Heather Jensen Smith 402-990 2235	<small>Matthew R Smith</small> <i>Matthew R Smith</i> <small>Heather Jensen Smith</small> <i>Heather Jensen Smith</i>		764319100002	24948 CHALET LN, HONEY CREEK, IA 51542	HAZEL DELL TWP 19-76-43 AUD SUB W1/2 & W60' E1/2 NW LT 2

LEISURE AVENUE ASPHALT TREATED BASE WITH DOUBLE SEAL COAT
Engineer's Estimated Improvement Cost
 Lookout Lane to Chalet Lane

Improved Length	1,546	Feet
Improved Width	24	Feet
Improved Area	4,123	Square Yards
Base Stabilization Unit Cost	\$12.01	Square Yard
Double Seal Coat Cost	\$4.40	Square Yard
Total Improvement Cost	\$67,653	
County Participation (20%)	\$13,531	
Gravel Maintenance Cost Savings (10 Year)	\$5,270	
Petitioner's Cost (80%)	\$48,852	
Total Cost per Parcel (7)	\$6,979	
Interest	4.50%	

Special Assessment Tax Schedule:

Year	Principle	Interest	Balance	Annual Payment
0			\$6,979	
1	\$698	\$314	\$6,281	\$1,012
2	\$698	\$283	\$5,583	\$981
3	\$698	\$251	\$4,885	\$949
4	\$698	\$220	\$4,187	\$918
5	\$698	\$188	\$3,489	\$886
6	\$698	\$157	\$2,792	\$855
7	\$698	\$126	\$2,094	\$824
8	\$698	\$94	\$1,396	\$792
9	\$698	\$63	\$698	\$761
10	\$698	\$31	\$0	\$729

Assumptions and reference:

- 2019 Iowa Code 311, Special Assessment Districts
- Future cost of 10 years of gravel maintenance credited to base stabilization.
- Interest Rate: www.iowatreasurer.gov/for-businesses/public-funds-rates
- Traffic count of 200 VPD as provided by 2016 Iowa DOT Traffic Count.
- No zoned businesses on Leisure Avenue

John A. Rasmussen, Pottawattamie County Engineer
 30-Aug-21

Jason Slack/Director, Buildings & Grounds–

**Discussion and/or decision to approve
Change Order #2 – Elections Building
Parking Lot.**

CHANGE ORDER NO. 2

Location: Council Bluffs, Iowa	Project Description: Elections Building Parking Lot	HGM #: 106721
Contractor: Bluffs Paving & Utility Company 20474 Monument Road Crescent, Iowa 51528	Owner: Pottawattamie County Board of Supervisors 227 S. 6th Street Council Bluffs, Iowa 51503	
To: Paul Boyd	Date: December 2, 2021	

You are hereby ordered to make the following changes in the construction plans and specifications for the above designated project:

1. Revise or Add (*) the Following Items:

5*	Saw Cut, Remove, & Replace Pavement	INCREASE
6*	Additional 4" Solid HDPE	INCREASE
7*	Traffic Control (Lane Closure w/Arrow Board)	INCREASE
8*	Jet and Locate Storm Sewer	INCREASE

2. Reason for ordering the change is as follows:

5*	Unknown field condition; storm sewer under 6th Street pavement and not where field locates showed.
6*	Unknown field condition; storm sewer under 6th Street pavement and not where field locates showed.
7*	Unknown field condition; storm sewer under 6th Street pavement and not where field locates showed.
8*	Unknown field condition; storm sewer under 6th Street pavement and not where field locates showed.

3. Settlement for the cost of the above change is to be made as follows:

ITEM NO.	DESCRIPTION	AMOUNT	UNIT	PRICE	DECREASE	INCREASE
5*	Saw Cut, Remove, & Replace Pavement	9	SY	\$ 390.00		\$ 3,510.00
6*	Additional 4" Solid HDPE	10	LF	\$ 50.00		\$ 500.00
7*	Traffic Control (Lane Closure w/Arrow Board)	1	LS	\$ 1,950.00		\$ 1,950.00
8*	Jet and Locate Storm Sewer	1	LS	\$ 1,050.00		\$ 1,050.00
Net Change:					\$ -	\$ 7,010.00

4. Summary of Costs:

TOTAL ADJUSTMENT THIS CHANGE ORDER:	\$ 7,010.00
TOTAL ALL PREVIOUS CHANGE ORDERS:	\$ 5,555.25
TOTAL CONTRACT ADJUSTMENT:	\$ 12,565.25
ORIGINAL CONTRACT SUM:	\$ 215,611.50
TOTAL CONTRACT COST:	\$ 228,176.75
TOTAL CONTRACT ADJUSTMENT PERCENTAGE TO DATE:	5.83%


5. Extension of Working Days:

TOTAL ADDITIONAL WORK DAYS: 0

NOTE: This Change Order is not effective until signed by the Owner.

Approved by: _____
Owner: Title Date

Agreed to by: _____
Contractor: Title Date

Submitted by:  _____
Engineer HGM ASSOCIATES, INC. Project Manager Title Date

Other Business

**Jeff Theulen/Chief Deputy, Sheriff's Office
and Jana Lemrick/Director, HR–**

**Discussion and/or decision to approve Jail
Captain and Detention Administrative
Manager job descriptions.**

POTTAWATTAMIE COUNTY - SHERIFFS OFFICE

JOB DESCRIPTION

POSITION TITLE: Captain

REPORTS TO: Chief Deputy

SUPERVISES: Deputy, Corporal, Sergeant, Lieutenant, Criminal Records Technician, Civil Clerk, Jail Staff and Managers, 911 Staff and Managers and others assigned to their Division.

PURPOSE OF POSITION: Responsible for supervising and directing the activities of one of the three Divisions of the Sheriff's Office, 911/Courthouse, Jail, or Road/Civil/Investigations and participating in law enforcement activities in an effort to protect life and property, enforce local, state and federal laws and to prevent, detect and/or investigate criminal activity.

ESSENTIAL FUNCTIONS:

Act as Chief Executive or Chief Deputy in the absence of the Chief Deputy or Sheriff as assigned.

Responsible for a Sheriff's Division including the Jail and 911. Assist in the hiring and job actions of employees within their Division, prepare budgets, supervise spending, and formulate tactical and strategic plans for their Division. Represent their Divisions in internal Sheriff's Operations and externally to the public and partners.

Supervise and monitor compliance with all standards of their Division such as Iowa jail standards, federal compliance, and other regulatory mandates.

Assign areas of responsibility to subordinate employees, supervise work performance and conduct employee performance evaluations on a scheduled basis.

Ensure that all employees adhere to departmental directives and the Standard Operating Procedures at all times, document any violations and initiate disciplinary action as needed.

Develop and conduct orientation and training of newly assigned personnel and in-service training of regular personnel.

Review all reports filed to ensure the content and form are detailed, accurate and complete according to departmental procedures.

Compose and respond to all correspondence related to assigned division activities, personnel, policies and procedures.

Ensure adequate staffing of personnel by reviewing, monitoring, approving and/or denying requests for vacation leave, sick leave, overtime, holidays and compensatory time.

Apprehend individuals responsible for criminal activity according to established policies and procedures to prevent further harm, damage or danger to property or the public.

Provide testimony in court proceedings as necessary.

Complete detailed and accurate reports and other official records that document activity or involvement in all incidents.

Supervise and assist in conducting investigations of criminal activity according to established procedures, including, but not limited to, collecting and preserving evidence, interviewing suspects and witnesses and performing surveillance activities.

Prepare accurate initial reports or documents for the County Attorney, Judiciary or Clerk of the Court regarding the filing of charges against suspects in criminal activity.

Perform appropriate activity according to established departmental procedures that protects those in immediate danger of injury or death at the hands of another person or persons.

Supervise and assist other personnel at major incidents of injury or accident and summon or administer medical or other aid. May act as Incident Commander of a major event.

Perform community relations functions through performance of duties or as assigned.

Operate and maintain assigned departmental vehicles and equipment according to established procedures.

MARGINAL FUNCTIONS:

Perform other duties as directed or as the situation dictates.

ESSENTIAL KNOWLEDGE, EXPERIENCE AND ABILITY:

Good knowledge of budget preparation, county fiscal policies, spending supervision and acquisition.

Good knowledge of human resources policies, hiring and discipline issues.

Good knowledge of and ability to utilize supervisory and management techniques.

Good knowledge of and ability to apply local, state and federal laws and regulations.

Good knowledge of and ability to apply the principles of criminal law, investigation and crime

prevention.

Good knowledge of the rules of evidence and the laws governing the custody of persons.

Good knowledge of and ability to utilize correct grammar, spelling and punctuation in preparing required reports.

Ability to understand and follow both oral and written instructions.

Ability to communicate effectively both orally and in writing, and to complete and maintain systematic records and reports on personnel and work performed by division personnel.

Ability to train subordinate employees, effectively assign personnel and provide sound advice to employees in new or complicated situations.

Ability to utilize sound independent judgment in stressful and emergency situations.

Ability to establish and maintain effective working relationships with the general public, law enforcement agencies, prisoners, government officials, supervisors and fellow employees.

Ability to maintain the confidentiality of all departmental communications, documents and correspondence.

Ability to type accurately using a typewriter, word processor and/or personal computer.

ESSENTIAL EDUCATION, CERTIFICATION AND/OR LICENSES:

Graduation from an accredited high school or successful completion of the high school GED test.

Must have two years of continuous employment as a Lieutenant with the Pottawattamie County Sheriff's Department.

Must possess a valid State of Iowa driver's license at the time of hire.

Must possess certification as required by the Iowa Law Enforcement Academy at the time of hire.

ESSENTIAL PHYSICAL DEMANDS AND TYPICAL WORKING CONDITIONS:

Captains are often placed in a position of mental and physical stress and may be required to perform a variety of duties including, but not limited to, operating a motor vehicle in regular patrol situations or pursuit, assisting in lifting and carrying ambulatory persons, running long distances, warding off and subduing combative individuals, operating restraint devices and walking or standing in all types of environments for long periods of time.

Work duties require the ability to lift and carry 50 to 100 lbs.

POTTAWATTAMIE COUNTY – SHERIFF’S OFFICE

JOB DESCRIPTION

POSITION TITLE: Detention Administrative Manager

REPORTS TO: Jail Captain

SUPERVISES: Detention, Health Services and Clerical Personnel

EXEMPTION STATUS: Exempt

PURPOSE OF POSITION:

Responsible for the administrative operation of the jail facility and assists the Captain with administrative, personnel, and project management. Acts as the Jail Administrator when delegated by the Captain.

ESSENTIAL FUNCTIONS:

General Duties:

Prepares and maintains departmental records including personnel, housing, billing, policies and procedures, and documentation of all corrections activities as required by County, State and Federal regulations.

Receives and answers facility correspondence and communications.

Attends and participates in staff meetings, seminars and training to maintain up to date knowledge and professionalism in the field.

Monitors compliance with ACA, NCCHC, Iowa State Jail Standards and other applicable laws, rules and regulations. Cooperates with and assists state and/or federal jail inspectors by providing documents and other information necessary to complete required inspections.

Participates in the hiring process, notification and/or delivery of training needs, supervises subordinate staff and conducts performance evaluations, administers the county’s human resource policies and collective bargaining agreements, approves leave requests, administers corrective disciplinary action as necessary. Provides input and submits written reports of complaints related to conduct of personnel to the Captain as needed.

Briefs Captain on activities and status of duties and/or special projects. Conducts supervisor meetings to discuss problems/concerns, provides advice or direction, disseminates new or adjusted policies, directives and regulations.

Responds to major incidents and emergencies in the jail facility as deemed appropriate.

Acts on behalf of the Captain in his/her absence and may be required to fill in for Detention Sergeants on an as needed basis.

Assists in planning, coordinating and directing the operation of the jail facility according to applicable county, state and federal regulations.

Oversees inmate trips and transportation according to established safety procedures.

Coordinates safety meetings on a regularly scheduled basis. Researches jail safety problems or concerns and prepares information to be utilized in clarifying or resolving issues.

Collects, analyzes, researches, compiles and summarizes current and historical data for various reports on inmate housing, and other jail operations related information. Reviews inmate and commissary accounts on a monthly basis to ensure accuracy.

Develops and implements Standard Operating Procedures for the secure and administrative operation of the jail.

Performs regular policy/practice audits to determine policy compliance and to identify policy revision needs.

Manages and prepares reports and analyses of complex issues related to the short and long range planning of the department in order to ensure timely, accurate and efficient response to trends and issues in corrections.

Identifies, coordinates and participates in developing and conducting training programs for new and regular employees.

Administers and is responsible for researching, compiling and summarizing current and historic budget estimates; prepares budget estimates, monitors budget throughout fiscal year, conducts analysis of expense/revenue reports on a monthly basis, proposes and makes recommendations for fiscal budget.

Oversees support services functions, including but not limited to; inmate services, detainers/holds, warrants, inmate good time, social security captures, state parole and marshal housing, recreation/visitation, inmate request forms, inmate law library, laundry/janitorial supplies and correspondence to the public and attorneys.

Monitor inmate programs to ensure appropriate security procedures, work rules, state and federal compliance. Plan, direct, study and research various correctional and rehabilitation programs; analyze data and recommend correctional programs to meet the needs of the facility.

Serves as liaison with Jail Food Service and conducts periodic reviews of food service operation including but not limited to; budget, production, and food quality. Works with Food Service to explore cost saving programs/measures as appropriate.

Serves as liaison with facility medical personnel to ensure adequate, economical health care while maintaining compliance with applicable rules and regulations. Oversees inventory of facility supplies and equipment and authorizes orders of supplies as necessary.

MARGINAL FUNCTIONS:

Perform other duties as directed or as the situation dictates.

ESSENTIAL KNOWLEDGE, EXPERIENCE AND ABILITY:

Responsible experience in a corrections/jail work environment including supervision of personnel.

Knowledge of and ability to apply county, state and federal regulations mandating the operation of a corrections facility.

Knowledge of and ability to utilize supervisory and management techniques. Ability to detect deficiencies, provide effective work direction and supervision to ensure adherence to work rules, personnel and County policies and Jail procedures.

Knowledge of and the ability to utilize a personal computer in the performance of job duties. Must be proficient in word processing and electronic spreadsheet software.

Knowledge of and ability to apply the English language and proper grammar, spelling and punctuation.

Knowledge of and the ability to perform bookkeeping and mathematical calculations as needed to accurately prepare departmental budgets. Possess and utilize excellent communication and human relations/behavior skills when interacting with inmates, Jail staff, the public and County employees.

Ability to work independently with limited direct supervision.

Ability to exercise sound independent judgement and discretion in performing job duties.

Ability to utilize organizational skills to maintain records and to plan and organize a personal work schedule, set priorities and meet established deadlines.

Ability to collect, analyze, and interpret reports and documentation in an effort to solve problems and provide accurate information for management, staff and other county departments.

Ability to understand and follow both oral and written instructions.

Ability to retain composure when dealing with violent or hostile inmates.

Ability to maintain the confidentiality of all departmental communications, documents and records.

Ability to deal courteously and tactfully with the general public, inmates, governmental officials, law enforcement agencies, co-workers and supervisors.

ESSENTIAL EDUCATION, CERTIFICATION AND/OR LICENSES:

- Must possess a valid driver's license at the time of hire and maintain it throughout the course of employment.
- Must be a Pottawattamie County Detention- Sergeant/Supervisor or equivalent **AND** meet the education and experience qualifications listed below.
- Bachelors degree from an accredited college or university; including 15 credit hours in criminal justice or related field and a minimum of four (4) years of work experience in the criminal justice system or other related field **OR;**

Graduation from an accredited high school or successful completion of the high school GED test and a minimum of six (6) years of work experience in the criminal justice system or other related field.

ESSENTIAL PHYSICAL DEMANDS AND TYPICAL WORKING CONDITIONS:

The physical demands and work environment characteristics described here are representative of those that must be met by an incumbent to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Regular and reliable attendance is essential to this position. Work is performed both in an office setting and in the secured perimeter of Pottawattamie County jail. This environment requires that the incumbent have and maintain the physical and mental stamina to control and subdue inmates and must be willing to accept the physical and mental discomforts inherent in the work. While working with inmates the incumbent may be exposed to violent behavior and can be exposed to bodily fluids and biohazards on an occasional basis. The incumbent must be able to work effectively under high emotional stress.

An incumbent must have mobility of both arms and legs with the ability to move around the work area unassisted. Must have the ability and range of flexibility to run, walk, climb stairs, kneel, crawl, jump, twist, reach overhead, reach below knees, and to bend over or squat down to perform job functions. Must have the ability to stand or sit for extended periods of time.

An incumbent must have the manual dexterity in their hands to make handwritten notations and which permits use of a keyboard. Must be able to lift, push, pull and carry supplies weighing up to 20 pounds on a frequent basis. Must be able to push, pull, lift and/or carry up to 50 to 100 pounds on an occasional basis.

The incumbent will be required to be on call and may perform duties at all hours of the day or night in emergency situations. Noise level can be moderate to intense. Vision abilities, correctable to normal ranges, include close vision, distance vision, depth perception and the ability to adjust focus. Frequently uses peripheral vision to observe and monitor multiple persons and activity.

Communication abilities include the ability to talk and hear within normal ranges. The incumbent is required to listen to multiple audible inputs simultaneously. Constantly uses voice to communicate as a result, clear diction and audible volume is required.

Jana Lemrick/Director, HR–

Discussion and/or decision to approve and authorize Chairman to sign 28 E Agreement with West Pottawattamie Soil and Water Conservation District and East Pottawattamie County Soil and Water Conservation District for the funding, administration, and implementation of the full-time Conservation Education Coordinator Position.

Prepared by MATTHEW WILBER, Pottawattamie County Attorney
Return to: Pottawattamie County Board of Supervisors, 227 South 6th Street, Council Bluffs, Iowa

28E AGREEMENT BETWEEN POTTAWATTAMIE COUNTY, IOWA; WEST POTTAWATTAMIE SOIL AND WATER CONSERVATION DISTRICT; and EAST POTTAWATTAMIE SOIL AND WATER CONSERVATION DISTRICT for the FUNDING, ADMINISTRATION, and IMPLEMENTATION of the FULL-TIME CONSERVATION EDUCATION COORDINATOR POSITION.

This Agreement by and between Pottawattamie County Board of Supervisors (hereinafter “COUNTY”), located at 227 South 6th Street, Council Bluffs, IA;, West Pottawattamie Soil and Water Conservation District (hereinafter “WEST DISTRICT”) 305 McKenzie Avenue, Council Bluffs, IA;, and East Pottawattamie Soil and Water Conservation District (hereinafter “EAST DISTRICT”) 16 Main Street, Oakland, IA, becomes fully executed on the date signed by COUNTY. This Agreement is entered into pursuant to Chapter 28E of the Code of Iowa and Iowa Code section 161A.7(1)(d).

I. PURPOSE

This Agreement is entered into by all parties for the purpose of employing a full-time Conservation Education Coordinator for educating the county population about conservation needs and solutions.

II. TERM

This Agreement shall begin on January 1, 2022, and terminate on July 31, 2027, unless extended by the written agreement of all parties on terms stated therein. Annual reviews are to take place in January of each year through 2027.

III. ADMINISTRATION

The EAST DISTRICT shall be responsible for administering the terms of this Agreement. No separate legal entity is created.

IV. HOLDING OF PROPERTY UNDER THIS AGREEMENT

This Agreement does not permit the Parties to hold any real property. All work product, work-related materials, and other personal property purchased, created, or otherwise obtained by any of the Parties or any of their employees, agents, affiliates, contractors, or other third parties operating on behalf of the Parties, directly or indirectly, in the performance of this Agreement or otherwise in furtherance of this Agreement's purpose, shall belong jointly to all the Parties and shall remain in the physical possession of any of the Parties available for use and inspection by the other Parties upon reasonable notice unless otherwise agreed to by the Parties.

V. WEST DISTRICT and EAST DISTRICT RESPONSIBILITIES

WEST DISTRICT and EAST DISTRICT shall jointly be responsible for the following:

1. Employ a full-time Conservation Education Coordinator for the purpose of educating the county population to conservation needs and solutions.
2. Provide the names and any insurance enrollment forms to the COUNTY Payroll/Benefits Department at least thirty (30) days before the start of the month that coverage is scheduled to begin.
3. Immediately notify the COUNTY Payroll/Benefits Department of any changes in employment that may impact an employee being covered under the COUNTY's group insurance policies. This includes, but is not limited to, reduction of hours to lower than thirty (30) hours per week and/or termination. Group insurance coverage ends on the last day of the month in which employment is terminated or hours worked are reduced to lower than thirty (30) hours per week.
4. Notify the COUNTY of termination or reduction so that Consolidated Omnibus Budget Reconciliation Act (COBRA) documents can be appropriately sent out.
5. Conduct an internal review upon this Agreement going into effect and promptly notify the COUNTY of any employees who may be eligible under the terms of the Affordable Care Act.

VI. COUNTY RESPONSIBILITIES

The COUNTY shall be responsible for the following:

1. Provide group health insurance (medical coverage with the possibility of vision and dental coverage) to the abovementioned employee under the same terms and conditions as other COUNTY employees with reimbursement for premiums by WEST DISTRICT and EAST DISTRICT equally.
2. Provide access to the Summary Plan Design (SPD) and any required notices to the employee and/or WEST DISTRICT and EAST DISTRICT as appropriate.
3. Send invoices/billing to WEST DISTRICT and EAST DISTRICT Conservation Assistants for reimbursement of any premiums. The full premiums for coverage shall be due on the first day of each month for the month of the desired coverage. Premiums are billed one month in advance. If the COUNTY does not receive payment by the 15th of the month, said group insurance coverage shall be considered terminated effective the last day of the preceding month.
4. Notify the insurance recipient no later than June 1 (or as soon as said information is available) each year of any change in the group insurance monthly rate for the following calendar year.

VII. COMMUNICATIONS

1. Each Party shall designate an individual to represent their Party's interest to Agreement. Unless otherwise designated in writing, the below signees shall constitute each Party's designee and primary contact.

VIII. PARTNERSHIP OR JOINT VENTURE

The Parties to this Agreement acknowledge that they have no duties or responsibilities to each other, financial or otherwise, except as described herein. The Parties remain independent, with this Agreement not forming a partnership or joint venture, and no party has authority to execute agreements or take action on the other parties' behalf.

IX. ENTIRE AGREEMENT

1. This Agreement contains the entire Agreement and integrates all of the terms and conditions contained in and incidental to such agreement and supersedes all prior negotiations and communications concerning this Agreement, oral or written, between the parties, their agents, employees and representatives. No modifications or waiver of any provision in this Agreement shall be valid unless in writing and signed by all of the parties. If, for any reason, any provisions of this Agreement shall be inoperative, the validity and effect of the other provisions shall not be affected thereby.
2. If any provisions of this Agreement are found to be invalid by any court, administrative agency, or tribunal of competent jurisdiction, the invalidity of any such provision shall not affect the validity of the remaining provisions hereof.

3. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns. The Parties agree that neither the COUNTY nor the WEST DISTRICT nor the EAST DISTRICT shall have the right to assign their rights and obligations hereunder to any party without prior written consent of the other parties. Such consent shall not be unreasonably withheld.

X. WARRANTIES AND SPECIAL COVENANT

1. Subject to the express rights and limitations set forth herein, the Parties warrant and represent that they are duly authorized to enter into this Agreement and can enter into the Agreement on behalf of their entity.
2. The Parties warrant and represent they have the money and ability to carry out their obligations hereunder. They have the power and authority to enter into the transactions contemplated by this Agreement.
3. The Parties agree that when this Agreement is duly executed and delivered, by the Parties hereto, this Agreement will be the valid and binding obligation of WEST DISTRICT, EAST DISTRICT, and COUNTY in accordance with its terms.

XI. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Iowa.

XII. AMENDMENTS

This Agreement may be amended from time to time by written agreement of the Parties. All amendments shall be in writing, signed by all parties, and filed in an electronic format with the Iowa Secretary of State as required by Iowa Code section 28E.8(1)(b) (2020).

XIII. TERMINATION

Any party may terminate this Agreement at any time upon ninety days written notice to the other parties if the Party determines the responsibilities are not being met as described and listed in this Agreement [or for lack of funding for the position](#), and the Party votes to terminate by a majority vote.

XIV. LIABILITY

COUNTY shall, only to the extent consistent with and permitted by the Iowa Constitution and Iowa Code Chapter 670, indemnify WEST DISTRICT and EAST DISTRICT from and against any claim based on a statutory or regulatory

requirement of the COUNTY not met, or any claim caused directly by the negligent or wrongful acts or omissions of any employee of the COUNTY, while acting within the scope of the employee's office or employment in connection with the performance of this Agreement.

WEST DISTRICT and EAST DISTRICT shall, only to the extent consistent with and permitted by Article VII, Section 1 of the Iowa Constitution and Iowa Code Chapter 669, indemnify the COUNTY from and against any claim, as defined in Iowa Code §669.2, caused directly by the negligent or wrongful acts or omissions of any employee of the WEST DISTRICT or EAST DISTRICT, as defined in Iowa Code §669.2, while acting within the scope of the employee's office or employment in connection with the performance of this Agreement. COUNTY agrees that any claim for which indemnification is sought pursuant to this section will be subject to the provisions of Iowa Code Chapter 669 and 543 Iowa Admin. Code 1 including, without limitation, those provisions which address the making and filing of claims.

XV. FILING AND RECORDING

It is agreed that the EAST DISTRICT will file this Agreement in an electronic format with the Iowa Secretary of State as required by Iowa Code section 28E.8 (2020).

IN WITNESS WHEREOF, and in consideration of the mutual covenants set forth herein and for other good and valuable consideration, the receipt, adequacy, and legal sufficiency of which are hereby acknowledged, the parties have entered into this 28E Agreement and have caused their duly authorized representatives to execute this 28E Agreement.

APPROVED BY: POTTAWATTAMIE COUNTY BOARD OF SUPERVISORS

Scott Belt, Chairperson

Date: _____, 2021

STATE OF IOWA; POTTAWATTAMIE COUNTY, ss: This instrument was acknowledged before me on _____, 2021 by Scott Belt as Chair of the Pottawattamie County Board of Supervisors.

NOTARY PUBLIC FOR THE STATE OF IOWA

APPROVED BY: EAST POTTAWATTAMIE SOIL AND WATER CONSERVATION DISTRICT

Kami Willett, Chairperson

Date: _____, 2021

STATE OF IOWA; POTTAWATTAMIE COUNTY, ss This instrument was acknowledged before me on _____, 2021 by Kami Willett as Chairperson of the East Pottawattamie Soil and Water Conservation District.

NOTARY PUBLIC FOR THE STATE OF IOWA

APPROVED BY: WEST POTTAWATTAMIE SOIL AND WATER CONSERVATION DISTRICT

Don Dilts, Chairperson

Date: _____, 2021

STATE OF IOWA; POTTAWATTAMIE COUNTY, ss: This instrument was acknowledged before me on _____, 2021 by Don Dilts, as Chairperson of the West Pottawattamie Soil and Water Conservation District.

NOTARY PUBLIC FOR THE STATE OF IOWA

Mitch Kay/Budget and Finance Director –

**Discussion and/or decision to approve
quote from ArcaSearch for Digital
Archival of Board of Supervisor's Minute
Books for \$20,899.**



Pottawattamie County, IA Administration

**On-Site Digital Preservation Of Historic Board Minutes
&
Development Of A Pottawattamie County Searchable Online Archive**

Proposal #11292021P1V1

November 30, 2021

Prepared for:

Pottawattamie County, IA
227 South 6th Street
Council Bluffs, IA 51501

Mitch Kay
Finance and Budget Director
712.890.9101 (mobile)
Mitch.kay@pottcounty-ia.gov

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www.arcasearch.com

OVERVIEW

ArcaSearch is pleased to be considered as a digital archiving and processing partner with Pottawattamie County, IA. Enclosed you will find our response to your request for a proposal including project benefits, record group/product details, estimated timing, estimated costs, and agreement terms.

- Approximate Images 22,790
- Date Range 1870 through 2021
- Image Size 13" x 18"
- Condition Good to excellent
- Bindery Bound (9), pinned (34), some loose pages
- Image Capture RGB
- Image Resolution 300 DPI
- OCR Yes, of typed text
- File Format Web Optimized PDF-A Files, Master Archive Image Files, Master Alpha Channel Images File & Thumbnail Images
- Delivery Single page and two-page spreads
- Metadata Book name, year, actual/sequential page number
- Work Location Materials to be digitized at the client location

Key Assumptions:

Word Search applicable for all TYPED content

Bound books presented in Two-Page Spread format

Pinned books presented in a Single-Page format

Attachments in books will captured where located and re-constructed as found

Project Benefits for Pottawattamie County, IA:

- Digital preservation & back-up protection of historical original books & documents from loss due to fire, water events or further deterioration
- Improved public access with a link on Pottawattamie County's website to all historic Board Minutes for **greater transparency**
- **Staff efficiencies** (reduced costs) on research requests with enhanced search tools such as Word Search (Names, Events, Vendors, Topics, etc.) to locate relevant pages
- Establishes a new Searchable Pottawattamie County Archive for ongoing consistency of archiving practices of future Minutes and other Record Series
- Image quality enhancement of original documents into a high-resolution, color image
- Reduces internal IT support & costs with a hosted Searchable Archive

ARCASearch DIGITAL ARCHIVING

As your digital archiving partner, we provide project management and will use ArcaSearch technology/personnel to:

- Digitize images from provided materials
- Optimize PDF for viewing/searching within the Compass Eclipse Research System using patented technology
- Provide two complete sets of Web Optimized PDF-A Files, Master Archive Image Files, Master Alpha Channel Image Files and Thumbnail Images on external hardware upon receiving final payment for project

We look forward to working with **Pottawattamie County, IA**. Below are a few items ArcaSearch will need to begin your project.

- Notify ArcaSearch of any scheduling requirements
- Provide a minimum of 16 square feet of office space to be utilized for image capture equipment accessible by ramp or elevator with a minimum door entry width of 32 inches
- Allocated space will need to have standard office outlets, minimum of six 15 Amps
- Provide access to high speed internet, to include VPN permissions
- Allow ArcaSearch staff access to building during business hours

ESTIMATED TIMING

The following is a timeline for your planning purposes.

The scheduled start month will be determined after receipt of the signed contract, down payment, completion of the job plan (if applicable) signed by both parties. Any discrepancies will be resolved before the start of the project.

ArcaSearch anticipates the start date to be within 12 months from the receipt of down payment.

Please allow 4 months for project's completion.

COMPASS ECLIPSE RESEARCH SYSTEM

The core technology employed in the updated Compass Eclipse Research System has proven to be the single most cost-effective solution to historic-records management. The Compass Eclipse Research System is adapted to the specific requirements of each individual for the secure preservation and ready access of its document archives.

Your annual software subscription includes web-hosting of your archive digitized by ArcaSearch. With ArcaSearch hosting the archive, you will avoid capital equipment costs and minimize the impact on local network infrastructure and personnel. You simply need a connection to the Internet and a few basic system requirements.

System Requirements

- PC: Windows 7 or newer using the browser Internet Explorer 9 or newer
- PC: Adobe Acrobat Reader 9 or newer, with your browser set to view PDF files
- Monitor resolution set to 1024 x 768 or higher
- Pop up blockers should be disabled for optimum viewing

Product Modules

A product is comprised of a single category of materials. The key to a user-friendly research application is to search and navigate information by product types, both separately and aggregated. The Compass Eclipse Research System will provide access to your archive that will satisfy the advanced researcher.

Digital Archive Hosting

With ArcaSearch hosting the archive, you are avoiding capital equipment costs and minimizing the impact on local network infrastructure and IT personnel. ArcaSearch ensures worry-free operation of the archive and will perform all maintenance and update actions. Your archive is protected from unauthorized access by your choice of security control: IP address registration, username/password or your own intranet protocols.

Technology Updates

Updates are crucial to maintaining a functional archival delivery system. Our cloud-based application assures that your service will operate properly when change comes.

Service Level

ArcaSearch maintains a 99.9 percent “up time” during business hours year-round for its hosted client services. Maintenance is performed during off-hours. In the unlikely event maintenance shut-down is required during regular business hours; the client will receive advance notice of the reason and expected duration. Unexpected service interruptions, historically are limited in duration and service is quickly restored. At these times, communication and coordination with our clients is of the utmost importance.

STANDARD FEATURES OF THE COMPASS ECLIPSE RESEARCH SYSTEM

Hosting your Research site at a secure location

ArcaSearch has elected to host your site link at the highly secure Level 4, 511 data center building in downtown Minneapolis for security, service redundancy and to minimize downtime.

Authentication & Access Options

We offer a broad selection of authentication features such as public and premium(private) access. Users can decide if they want a single option access to their research site or a tiered level access which separates access privileges to users. This authentication process includes a multifaceted feature that includes username/password challenge and ip filtering

End User Technical Support

A service provided by ArcaSearch to work with technical questions and problems related to the Compass Eclipse Research System in its current configuration to end users. Technical Support does not include generic computer, software, or internet training or third-party users.

Phone and Email Support

Phone and email support are available Monday through Friday 8am – 4:30pm CST

Data Management and Storage

ArcaSearch will provide 2 forms of back-up hardware for storage and transfer of Web Optimized PDF-A Files, Master Archive Image Files, Master Alpha Channel Image Files and Thumbnail Images to be used as the final repository at client location.

The hardware will remain the property of the client. Additional file back-ups are available. Price dependent on the request of files to be duplicated.

TERMS AND CONDITIONS

Document Care

ArcaSearch will exercise great professional care in preserving and digitizing the documents of the Client, as ArcaSearch performs this project. Client will not hold ArcaSearch responsible for any damage sustained to original documents, aperture cards or microfilm, due to fire, water damage, natural disaster or *force majeure* while on premises of the Client. The parties acknowledge that some of the original documents are of such age as to have been torn from past handling, and brittle, so as to be subject to splits and tears upon handling. Client will not hold ArcaSearch responsible for any incidental damage in handling of the documents, except for any damage alleged to be caused by gross negligence of ArcaSearch employees.

Confidentiality

Subject to provisions of the Freedom of Information Act (5 U.S.C. § 552) and any conforming statutes of the state in which this Proposal is executed, the parties and their attorneys shall keep the specific terms, conditions and covenants of this Proposal confidential except:

- i. Where mutually agreed to in writing by the parties;
- ii. Where necessary to share such information with the parties' accountants or attorneys;
- iii. Where disclosure to a government entity is required; or
- iv. Where disclosure is ordered by a court of competent jurisdiction.

The parties and their attorneys shall not communicate with anyone associated with any media or publication entities concerning the terms of this Proposal. This confidentiality provision is a material term of this document, and its violation shall constitute a breach of this Proposal.

Content of Documents

Client shall be solely responsible for the content of documents to be duplicated, digitized, printed and/or preserved by ArcaSearch in the performance of this agreement. ArcaSearch will not be responsible for payment of any claims or damages alleging content of said documents or records to be defamatory, or to violate or infringe upon the rights of third parties.

Limitation of Liability

Initial

In recognition of the relative risks and benefits of this project, to both the Client and ArcaSearch, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of ArcaSearch to Client for any and all claims, losses, costs, damages of any nature whatsoever, or expenses related to any such claims or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of ArcaSearch to Client shall not exceed 75% of ArcaSearch total fee for services rendered on this project. It is intended that this limitation apply to any and all liability or cause of action, however asserted, alleged, pled or arising, unless otherwise prohibited by law.

Warranty

ArcaSearch warrants and represents that all products or deliverables specified and furnished by or through ArcaSearch under this agreement meet the completion criteria set forth in this agreement, and that services will be provided in a workmanlike manner in accordance with industry standards.

Termination

During the terms of this agreement for this archive project, both ArcaSearch and Client will have the right to terminate this agreement for cause with 30 days written notice. Terms giving either party just cause to terminate are as follows: If one of the parties does not adhere to the responsibilities set forth in this agreement, and/or if payment(s) has not been made in accordance with terms of this agreement. Client may also terminate without cause if funding becomes unavailable. In the event of termination, for this, or any other reason, resulting in an underage between the estimated image count represented in this proposal and the actual image count, the difference will be priced at an adjusted rate of 70 percent of the per page rate used to determine the estimated project price in this proposal. (Estimated project price divided by the estimated image count equals per page rate) The decrease-allowance shall not be more 80 percent of the proposal total.

Client will receive a prorated refund on the annual fee if the agreement is terminated prior to yearly renewal.

Terms and conditions may be updated annually.

PRICING

Project Estimating

In consultation with our clients, ArcaSearch experienced sales representatives and technicians make every effort to accurately estimate the number of documents and other items in the proposed digital archive. This estimate is one of the primary components in the overall proposal ArcaSearch presents to its customers. Final invoice will reflect the actual number of images at the completion of this project. Additional images over the estimated image count for this project will be priced at the per page rate of this project.

Payment Terms

ArcaSearch will invoice 50 percent of the project price upon receipt of this signed proposal. Final payment of the project will be invoiced upon completion and final acceptance from the customer. Applicable local and federal tax will be applied in addition to proposal price. Failure to pay an invoice within 90 days of invoice date may result in access termination of your research site.

Oversized Documents and Inserts

Maximum page size for this proposal is 15 inches x 23 inches. Individual books containing separate oversized supporting documents or loosely oversized inserted images other than what has already been identified in this proposal will be billed at rate of \$9.50 per image.

Additional Programming

Additional programming, beyond the scope of this proposal will be billed at \$225/hour with 1-hour minimum. ArcaSearch will do our best at providing you the highest quality searchable image when digital images have been provided to us to be added to our research site. We are not responsible for missing images or naming errors on images that are provided to us in a digital born format or paper to digital format.

By signing this agreement for **Proposal #11292021P1V1** you are acknowledging that you have read, understand and agree to the terms presented in this document. No understanding exists other than those expressed in this agreement. This proposal is valid for 6 months from its issuance and supersedes all previous proposals or agreements.

PROJECT PRICE

- **Estimated Project Price: \$20,899**

Includes:

- Patented document creation process delivers the highest OCR accuracy possible, without sacrificing the visual integrity of the final PDF files
- Compass Eclipse Research Site build
- Two-step verification process for image quality and accuracy
- Two complete copies of your archived files on external media as outlined on page 3
- Includes the first year of the Compass Eclipse Research System Annual Fee

ANNUAL FEE

- **Compass Eclipse Research System Annual fee for the Second Year: \$1,499**

Includes:

- A complete, integrated document digital archival and retrieval system
 - User friendly
 - Clipboard Feature
 - Fast Searching Capabilities
 - Maintained and updated
- Hosting your research site in a nationally recognized data center
- Diverse Authentication & Site Access Options
- Unlimited users
- End User Technical Support through site tutorials, email and phone
- Patented process delivers high quality images at unprecedented speeds without sacrificing image quality or accuracy of OCR results

ACCEPTED BY:

Client: _____ Date: _____
Client Name- Signature

Client: _____ Date: _____
Client Name- Printed

For ArcaSearch: _____ Date: _____
ArcaSearch

CONTACT INFORMATION:

David Frank
Document Preservation Consultant
ArcaSearch, LLC
22517 178th Ave., Suite D
Cold Spring, MN 56320
320.282.4375
david.frank@arcasearch.com

Tammy Hoekstra
Customer Service Manager
ArcaSearch, LLC
22517 178th Ave., Suite D
Cold Spring, MN 56320
800.846.9433
tammy.hoekstra@arcasearch.com

**Discussion and/or decision to approve
payment of NACO membership dues for
2022 in the amount of \$1,863.00.**



Please remit payment to:
National Association of Counties
PO Box 38059
Baltimore, MD 21297-8059
 Phone: 888.407.NACo (6226)
 Fax: 866.467.1825
 EIN# 53-0190321

For ACH payments, please contact NACo Finance at accountsreceivable@naco.org

Bill to:

Pottawattamie County
 Attn. Marilyn Jo Drake
 227 S 6Th St
 Council Bluffs, IA 51501

Invoice

Date	11/3/2021
Invoice #	202107831
Customer #	19155
Terms	Upon Receipt
Balance	\$1,863.00

Our LockBox address has changed to PO Box 38059

Item	Amount	Total
COUNTY DUES - for the period of 1/1/2022 to 12/31/2022	\$1,863.00	\$1,863.00

Thank you for your membership! NACo Membership extends to all elected officials and staff. Please include your state and membership number with your payment.

For information on ACH payments or billing questions, please contact NACo Finance at accountsreceivable@naco.org.

Total	\$1,863.00
Payments/Credits	\$0.00
Balance Due	\$1,863.00

Thank you so much for your NACo membership!

Want to learn more about making the most of your NACo membership? Contact us at membership@naco.org.

PLEASE DETACH AND RETURN BOTTOM PORTION WITH YOUR PAYMENT

Our LockBox address has changed to PO Box 38059

Customer ID: 19155

Bill to:

Pottawattamie County
 C/O Marilyn Jo Drake
 227 S 6Th St
 Council Bluffs, IA 51501

Invoice Number: 202107831

Please remit payment to:
National Association of Counties
PO Box 38059
Baltimore, MD 21297-8059
 Phone: 888.407.NACo (6226)
 Fax: 866.467.1825
 EIN# 53-0190321

For ACH payments, please contact NACo Finance at accountsreceivable@naco.org



Marilyn Jo Drake
Supervisor
Pottawattamie County
227 S 6th St,
Council Bluffs, IA 51501

Next year presents a wide range of challenges and opportunities. Renew your NACo membership now to keep Pottawattamie County as healthy, safe and vibrant as it can be.

We understand, budgets are tight.

Your membership in NACo is an investment that pays off for all of your elected officials, staff and residents. With the pandemic still disrupting lives and livelihoods, the expertise, shared solutions, resources and federal policy advocacy NACo offers is more valuable than ever. All of NACo's resources surrounding COVID-19 and the American Rescue Plan Act State & Local Recovery funds can be found online at NACo.org/COVID19.

Please take a moment to review your statement and start the process to send in your membership dues of \$1,863 for 2022.

NACo is here to stick with you and Pottawattamie County. Thank you in advance and we look forward to working with you again next year.

Sincerely,



Matthew G Prochaska

Hon. Matthew G Prochaska
Chair, NACo Membership Standing Committee
Kendall County, IL

P.S. Next year will have its fair share of opportunities and challenges. That's why your investment in NACo membership is more valuable than ever. Please pay your 2022 membership dues today. **If you have already sent your dues payment, please disregard.**

Your NACo membership is more important than ever.

Please send your 2022 dues payment today!

My County. My NACo.

You are part of more than 3.6 million county officials and staff that comprise NACo – helping each other deliver innovative, real-world solutions every day!

- A respected voice in Congress, the White House, federal agencies and the Supreme Court
- Practical solutions based on your day-to-day reality
- Counties that benefit from NACo membership range from 416 residents to 9.8 million

Mitch Kay/Budget and Finance Director –

Discussion and/or decision to approve and authorize Board to sign Resolution No. 120-2021 entitled: Authorizing Pottawattamie County, Iowa to Enter into Settlement Agreements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., Agree to the Terms of the Iowa Opioid Allocation Memorandum of Understanding and Authorize Entry Into that Memorandum of Understanding.

RESOLUTION NO. 120-2021

Authorizing Pottawattamie County, Iowa to Enter into Settlement Agreements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., Agree to the Terms of the Iowa Opioid Allocation Memorandum of Understanding and Authorize Entry Into that Memorandum of Understanding

WHEREAS, in 2018, the County Board of Supervisors authorized Pottawattamie County (the “County”) to enter into an engagement agreement with Crueger Dickinson LLC, Simmons Hanly Conroy LLC and von Briesen & Roper, s.c. (the “Law Firms”) to pursue litigation against certain manufacturers, distributors, and retailers of opioid pharmaceuticals (the “Opioid Defendants”) in an effort to hold the Opioid Defendants financially responsible for the impact on of the Opioid Epidemic on the County and resources necessary to combat the opioid epidemic;

WHEREAS, on behalf of the County, the Law Firms filed a lawsuit against the Opioid Defendants in 2018 and have been litigating against the Opioid Defendants since that time;

WHEREAS, negotiations to settle claims against several of the Opioid Defendants, specifically McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (the “Settling Defendants”) have been ongoing for several years;

WHEREAS, negotiations with the Settling Defendants have resulted in proposed nationwide settlements of state and local government claims involved in the Litigation;

WHEREAS, copies of the proposed terms of those proposed nationwide settlements have been set forth in the Distributors Master Settlement Agreement and the J&J Master Settlement Agreement (collectively “Settlement Agreements”);

WHEREAS, copies of the Settlement Agreements as well as summary of the main terms of the Settlement Agreements, the deadlines for submitting the Participation Agreements to the Settlement Agreements and the MDL Court’s Order setting deadlines for any Plaintiff who declines to enter into the Settlement Agreements have been provided to the County prior to the execution of this Resolution;

WHEREAS, the Settlement Agreements provide, among other things, for the payment of a certain sum to settling government entities in Iowa including to the State of Iowa and Participating Subdivisions, as that term is defined in the Settlement Agreements, upon occurrence of certain events as defined in the Settlement Agreements (“Iowa Opioid Funds”);

WHEREAS, the Law Firms have engaged in extensive discussions with the State Attorney General’s Office (“AGO”) as to how the Iowa Opioid Funds will be allocated, which has resulted in the proposed Iowa Opioid Allocation Memorandum of Understanding (“Allocation MOU”), which is an agreement between all of the entities who are signatories to the Allocation MOU;

WHEREAS, a copy of the Allocation MOU and the Exhibits to that MOU has been provided with this Resolution;

WHEREAS, the Allocation MOU divides Iowa Opioid Funds as follows: (i) 50% to the State (“the Iowa Abatement Share”) and (ii) 50% to Participating Local Governments (“LG Share”), less fees and costs allocated to the Iowa Backstop Fund as set forth in Section D of the Allocation MOU and in this Resolution (“LG Abatement Share”).

WHEREAS, the LG Abatement Share shall be distributed in direct payments to the Counties that are Participating Local Governments according to the allocation model developed in connection with the proposed negotiating class in the National Prescription Opiate Litigation (MDL No. 2804) in the amounts set forth on Exhibit 2 to the Allocation MOU (“Direct Distribution Percentage”). The Direct Distribution Percentage will be multiplied by the total LG Abatement

Share to arrive at the total allocation to the Participating Local Government (the “Direct Distribution Amount”).

WHEREAS, 100% of the Iowa Abatement Share and the LG Abatement Share, regardless of allocation, shall be utilized only for Opioid Related Expenditures incurred after the Effective Date of this MOU. The list of approved Opioid Related Expenditures are set forth in Exhibit 1 to this MOU.

WHEREAS at least 75% of the Iowa Abatement Share and 75% of the LG Abatement Share shall be utilized for only the “Core Strategies” listed in Schedule A of Exhibit 1 to this MOU.

WHEREAS, every Participating Local Government that receives a Direct Distribution Amount shall create a separate fund on its financial books and records that is designated for the receipt and expenditure of the entity’s Direct Distribution Amount, called the “LG Abatement Fund.” Funds in an LG Abatement Fund shall not be commingled with any other money or funds of the Participating Local Government. A Participating Local Government may invest LG Abatement Fund funds consistent with the investment of other funds of a Participating Local Government.

WHEREAS, Funds in a LG Abatement Fund may be expended by a Participating Local Government only for Opioid Related Expenditures. For avoidance of doubt, funds in a LG Abatement Fund may not be expended for costs, disbursements or payments made or incurred prior to the Settlement.

WHEREAS, each LG Abatement Fund shall be subject to audit in a manner consistent with Code of Iowa §§331.402(2)(i) and 11.6. Any such audit shall be a financial and performance audit to ensure that the LG Abatement Fund disbursements are consistent with the terms of this MOU. If any such audit reveals an expenditure inconsistent with the terms of this MOU, the Participating Local Government shall immediately redirect the funds associated with the inconsistent expenditure to an Opioid Related Expenditure.

WHEREAS, County has contracted with the Law Firms for representation in the Litigation and the Law Firms have been representing those entities since 2018 and in consideration for the Law Firms’ representation, the County entered into a contract with the Law Firms for a 25% contingency fee applied to County’s total recovery from any settlement.

WHEREAS, the Settlement Agreements provide for the payment of attorney’s fees and legal expenses owed by States and Participating Local Governments to outside counsel retained for Opioid Litigation. To effectuate this, the Court in the MDL Litigation has established a fund to compensate attorneys representing plaintiffs in the Litigation (the “National Attorney Fee Fund”).

WHEREAS, the Law Firms intend to make application to the National Attorney Fee Fund. However, because there is still uncertainty regarding what counsel for litigating local governments will recover as compensation for the large volume of work done and the large out of pocket expense of the Litigation, and whereas the Parties to the Allocation MOU desire to fairly compensate outside counsel for the work done on behalf of the Participating Local Governments in Iowa, the Allocation MOU provides that a fund be created from 15 % of the LG Share attributable to the Litigating Local Governments, less any amounts a Litigating Local Government (“Iowa Backstop Fund”)

WHEREAS, the Iowa Backstop Fund is meant to compensate outside counsel for participating local governments only for amounts not recovered at the National Fee Fund attributable to their Iowa clients;

WHEREAS, to be eligible for the Iowa Backstop Fund, the Law Firms must first seek payment from the National Attorneys’ Fees Fund and may not recover amounts attributable to Counsel’s representation of the County received at the National Attorneys’ Fees Fund from the Iowa Backstop Fund;

WHEREAS, the County, by this Resolution, agrees to the creation of the Iowa Backstop Fund in the amount of 15% of the LG Share attributable to the Litigating Local Governments in order to fund a state-level “backstop” for payment of the fees, costs, and disbursements of the Law Firms;

WHEREAS, in no event shall the total of the amounts received by the Law Firms at the National Attorney’s Fees Fund related to the County and the amount received at the Iowa Backstop Fund exceed the amount the Law Firms would have been entitled to pursuant their fee contract with the County;

WHEREAS, the County, by this Resolution, shall establish an account for the receipt of the LG Abatement Share consistent with the terms of this Resolution (“the LG Abatement Fund”);

WHEREAS, the County’s LG Abatement Fund shall be separate from the County’s general fund, shall not be commingled with any other County funds, and shall be dedicated to funding opioid abatement measures as provided in the Settlement Agreements and the Allocation MOU;

WHEREAS, the County must comply annually with the reporting requirements in the Allocation MOU;

WHEREAS, the if the County elects to become a Participating Subdivision in the Settlement Agreements it will receive the benefits associated with the Settlement Agreement and the Allocation MOU, provided the County (a) approves the Settlement Agreements; (b) executes the Participation Agreements stating the County’s intention to be bound by the Settlement Agreements; (3) approves the Allocation MOU; (4) executes the Acknowledgement and Agreement to be Bound to Memorandum of Understanding necessary to execute the Allocation MOU;

WHEREAS, the intent of this Resolution is to authorize the County to enter into the Settlement Agreements by executing the Participation Agreements and to enter into the Allocation MOU by executing the Acknowledgement and Agreement to be Bound to Memorandum of Understanding necessary to execute the Allocation MOU;

NOW, THEREFORE, BE IT RESOLVED: the County Board of Supervisors hereby approves and authorizes Mitchell A. Kay to settle and release the County’s claims against the Settling Defendants in exchange for the consideration set forth in the Settlement Agreements, Allocation MOU and all exhibits thereto, including taking the following measures:

1. The execution of the Participation Agreement to the Distributors Settlement Agreement and any and all documents ancillary thereto.
2. The execution of the Participation Agreement to the Janssen Settlement Agreement and any and all documents ancillary thereto.
3. The execution of the Allocation MOU by executing the Acknowledgement and Agreement to be Bound to Memorandum of Understanding.

BE IT FURTHER RESOLVED: the County hereby establishes an account separate and distinct from the County’s general fund which shall be titled “LG Abatement Fund” to receive the LG Abatement Share from the Settlement Agreements.

BE IT FURTHER RESOLVED that all actions heretofore taken by the Board of Supervisors and other appropriate public officers and agents of the County with respect to the matters contemplated under this Resolution are hereby ratified, confirmed and approved.

Closed Session

**Jana Lemrick/Director, HR and John
Rasmussen/County Engineer –**

**Closed Session Pursuant to Iowa Code
20.17(3), for discussion and/or decision on
labor negotiations / collective bargaining
matters.**

Jana Lemrick/Director, HR–

**Closed Session Pursuant to Iowa Code
§21.5(1)(i) for discussion and/or
decision on personnel matters.**

Received/Filed