

Consent Agenda

January 10, 2023

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Shea presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

After discussion was held by the Board, a motion was made by Miller, and second by Jorgensen, to approve:

- A. January 3, 2023, Minutes as read.
- B. Treasurer – Employment of Mandy Puterbaugh as a Clerk II - Treasurer.
- C. December 2022 Vendor Publication.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Riley Gibson/Relationship Manager, TurnKey Logistics, representing Summit Carbon Solutions appeared before the Board to give a presentation to the Board on the project update for Summit Carbon Solution pipeline.

Discussion only. No Action Taken.

Board Meeting as Trustees of Coulthard Levee District and C & R Levee District

Motion by Belt, second by Wichman, to approve minutes from December 20, 2022, Coulthard Levee District, and the C & R Levee District Meeting.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Miller, to approve the invoice from the Bolton & Menk Inc. for the C & R Levee District in the amount of \$58,148.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to accept and approve the highest offer for the purchase of the Caledonia Shop in the amount \$79,225.

AYES: Shea, Belt, Wichman, Jorgensen. NAYS: Miller. Motion Carried

Motion by Wichman, second by Jorgensen, to approve **Resolution No. 09-2023** for the sale of the Caledonia Shop and authorize the Chairman to sign closing documents.

RESOLUTION NO 09-2023

A RESOLUTION AUTHORIZING DISPOSAL OF AN INTEREST IN COUNTY-OWNED PROPERTY AS PROVIDED UNDER IOWA CODE SECTION 331.361

WHEREAS, the Board of Supervisors has provided legal notice of and held a public hearing for the disposal of an interest in county-owned property on November 22, 2022 and is described below:

Caledonia Shop; 15021 490th Street, Griswold, Iowa

Legal Description: A parcel of land located in part of the SW1/4 SW1/4 of Section 5, Township 74 North, Range 38 West of the 5th Principal Meridian, Pottawattamie County, Iowa, said parcel being more fully as follows: Commencing at the Southwest Corner of said Section 5; thence S88°43'34"E along the South line of said SW1/4 SW1/4 a distance of 162.00 feet to the Point of Beginning; thence continuing S88°43'34"E along said South Line a distance of 153.00 feet; thence N00°22'55"E a distance of 185.00 feet; thence N88°43'34"W a distance of 285.30 feet; thence S00°22'55"W a distance of 155.00 feet; thence S88°43'34"E a distance of 132.00 feet; thence S00°22'55"W a distance of 30 feet to the Point of Beginning.

and,

WHEREAS, the Board of Supervisors believes it to be in the best interests of Pottawattamie County to dispose of these county-owned parcels; and,

WHEREAS, the Secondary Roads Facility plan has consolidated shops to reduce operating costs and no longer serve the needs of the Secondary Roads Department; and,

WHEREAS, these properties will be listed and sold by Real Estate Agent to private buyers; or be gifted or be sold to an Iowa Governmental Subdivision at the appraised value as determined by the Board. The expenses incurred by any sale will be at the buyer’s cost; and,

WHEREAS, the highest responsible offer has been submitted, presented, and determined; and,

NOW THEREFORE BE IT RESOLVED, by the Board of Supervisors of Pottawattamie County, Iowa, that the Board of Supervisors does hereby authorize the disposal of Pottawattamie County, Iowa’s interest in the aforementioned properties by sale to the highest responsible offer.

BE IT FURTHER RESOLVED The Chairperson and County Auditor are hereby authorized and directed to execute the sale and deliver the deed.

Dated this 10th day of January, 2023.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Brain Shea, Chairman	○	○	○	○
_____ Scott Belt	○	○	○	○
_____ Tim Wichman	○	○	○	○
_____ Susan Miller	○	○	○	○
_____ Jeff Jorgensen	○	○	○	○

ATTEST: _____
Melvyn Houser, County Auditor

Roll Call Vote: **AYES: Shea, Belt, Wichman, Jorgensen. NAYS: Miller. Motion Carried.**

Motion by Wichman, second by Miller, to approve Beaver Control claim form and to have the parks Arrowhead, Botna Bend, and Hitchcock confirm the harvest and collect claim form. Payment will be made from County Gaming Fund at a rate of \$25 per beaver not to exceed \$5,000 per trapping season which is November 5, 2022, thru April 15, 2023.

UNANIMOUS VOTE. Motion Carried.

3. OTHER BUSINESS

Discussion was held by the Board to approve assignments to 2023 Representative Meetings as follows:

	<u>Primary:</u>	<u>Secondary:</u>
Advance SW Iowa Corp	Wichman	Shea
Council Bluffs Airport Authority	Belt	Jorgensen
Conservation Board	Wichman	Shea
E911 Board	Shea	Miller
East Pott Soil and Water Conserv.	Wichman	Miller
EMA Board	Shea	Miller
Golden Hills RC&D	Miller	Jorgensen
Hungry Canyons	Jorgensen	
Iowa West Racing	Belt	Miller
Loess Hills Alliance Board	Shea	Jorgensen
PACE	Jorgensen	Miller
712 Initiative	Miller	Belt
Pott County Trails	Shea	Jorgensen
Promise Partners	Belt	Miller
SW Iowa Juvenile Services	Jorgensen	Miller
SWIPCO/SWITA	Miller	
Veteran Affairs	Jorgensen	Shea
Public Health	Shea	Belt
West Central Community Action	Jorgensen	Shea

West Pott Soil and Water Conserv.	Wichman	Belt
WIDA	Miller	Shea
Workforce Investments Board	Belt	Shea
Pott County Quarterly Dept. Head	Shea	Wichman
Pott County Operations Committee	Shea	Belt
Pott County Wellness Committee	Wichman	Miller
Pott County Tourism	Jorgensen	Shea

Motion by Miller, second by Belt, to change Public Comment Policy from 2 minutes to 3 minutes for Public Comments.

UNANIMOUS VOTE. Motion Carried.

4. RECEIVED/FILED

A. Salary Action(s):

- 1) Jail – Payroll Status Change for Miles Cleveland, Tim Curry, Stephanie Ford, and Kayla Smeal.
- 2) Conservation – Employment of Xavier Yarges as a Chair Lift Operator.
- 3) Conservation – Employment of Harrison Snith as a Rental Shop Team Member.

B. Out of State Travel Notification:

- 1) Jail – Out of State Travel Notification for Kayla Smeal and Mark Smith.

5. PUBLIC COMMENTS

Jared Hershberger with Apex Clean Energy appeared before the Board to give them information about Prairie Bluffs Wind project.

6. CLOSED SESSIONS

Motion by Belt, second by Jorgensen, to go into Closed Session pursuant to Iowa Code §21.5(1)(c), for pending or potential litigation.

Roll Call Vote: AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.

Motion by Wichman, second by Belt, to go out of Closed Session.

Roll Call Vote: AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.

Motion by Wichman, second by Miller, to go into Closed Session pursuant to Iowa Code 20.17.(3) for discussion and/or decision on labor negotiations/collective bargaining matters.

Roll Call Vote: AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.

Motion by Jorgensen, second by Belt, to go out of Closed Session.

Roll Call Vote: AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.

7. BUDGET STUDY SESSION

- 1) Treasurer
- 2) Medical Examiner
- 3) GIS
- 4) DHS
- 5) Recorder

8. ADJOURN

Motion by Miller, second by Belt, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 2:33 P. M

Brian Shea, Chairman

ATTEST:

Melvyn Houser, County Auditor

APPROVED: January 24, 2023

PUBLISH: X

January 17, 2023

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Shea presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

After discussion was held by the Board, a Motion was made by Belt, and second by Wichman, to approve:

- A. January 10, 2023, Minutes as read.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Pottawattamie Conservation Foundation appeared before the Board for a presentation of funds for the Ferguson Estate land acquisition at Hitchcock Nature Center in the amount of \$125,000. Discussion only. No action taken.

Drew Kamp and Alicia Frieze from the Council Bluffs Area Chamber of Commerce appeared before the Board to give a presentation on Workforce Development efforts. Discussion only. No action taken.

Motion by Wichman, second by Jorgensen, to approve **Resolution No. 10-2023** for the sale of the Walnut Shop and to authorize the Chairman to sign closing documents.

RESOLUTION NO. 10-2023

A RESOLUTION AUTHORIZING DISPOSAL OF AN INTEREST IN COUNTY-OWNED PROPERTY AS PROVIDED UNDER IOWA CODE SECTION 331.361

WHEREAS, the Board of Supervisors has provided legal notice of and held a public hearing for the disposal of an interest in county-owned property on November 22, 2022 and is described below:

Walnut Shop; 705 Oak Street, Walnut, Iowa

Legal Description: Briefly described as the east 382 feet of the west 407 feet in the south ½ of the south ½ in the northwest, northeast southwest in 9-77-38, Walnut Town in Pottawattamie County, Iowa

and,

WHEREAS, the Board of Supervisors believes it to be in the best interests of Pottawattamie County to dispose of this county-owned parcel; and,

WHEREAS, the Secondary Roads Facility plan has consolidated shops to reduce operating costs and the Walnut Shop no longer serves the needs of the Secondary Roads Department; and,

WHEREAS, this property is to be sold to the City of Walnut, an Iowa Governmental Subdivision, at the appraised value with the expenses incurred by the sale at the buyer’s cost; and,

NOW THEREFORE BE IT RESOLVED, by the Board of Supervisors of Pottawattamie County, Iowa, that the Board hereby authorizes the disposal of Pottawattamie County, Iowa’s interest in the Walnut Shop by sale to the City of Walnut.

BE IT FURTHER RESOLVED The Chairperson and County Auditor are hereby authorized and directed to execute the sale and deliver the deed.

Dated this 17th day of January, 2023.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○

Brain Shea, Chairman

_____ ○ ○ ○ ○
Scott Belt

_____ ○ ○ ○ ○
Tim Wichman

_____ ○ ○ ○ ○
Susan Miller

_____ ○ ○ ○ ○
Jeff Jorgensen

ATTEST: _____
Melvyn Houser, County Auditor

Roll Call Vote: **AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.**

Motion by Wichman, second by Belt, to approve **Resolution No. 11-2023** for the sale of the Hancock Shop and authorize the Chairman to sign closing documents.

RESOLUTION NO. 11-2023

A RESOLUTION AUTHORIZING DISPOSAL OF AN INTEREST IN COUNTY-OWNED PROPERTY AS PROVIDED UNDER IOWA CODE SECTION 331.361

WHEREAS, the Board of Supervisors has provided legal notice of and held a public hearing for the disposal of an interest in county-owned property on November 22, 2022 and is described below:

Hancock Shop; 217 North Main Street, Hancock, Iowa

Legal Description: Lots 7 through 9, and Lot 6, except the east 12’ in Block 2, Original town of Hancock, Pottawattamie County, Iowa

and,

WHEREAS, the Board of Supervisors believes it to be in the best interests of Pottawattamie County to dispose of this county-owned parcel; and,

WHEREAS, the Secondary Roads Facility plan has consolidated shops to reduce operating costs and the Hancock Shop no longer serves the needs of the Secondary Roads Department; and,

WHEREAS, this property is to be sold to the City of Hancock, an Iowa Governmental Subdivision, at the appraised value with the expenses incurred by the sale at the buyer’s cost; and,

NOW THEREFORE BE IT RESOLVED, by the Board of Supervisors of Pottawattamie County, Iowa, that the Board hereby authorizes the disposal of Pottawattamie County, Iowa’s interest in the Hancock Shop by sale to the City of Hancock.

BE IT FURTHER RESOLVED The Chairperson and County Auditor are hereby authorized and directed to execute the sale and deliver the deed.

Dated this 17th day of January, 2023.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____	○	○	○	○
Brain Shea, Chairman				
_____	○	○	○	○
Scott Belt				
_____	○	○	○	○
Tim Wichman				
_____	○	○	○	○
Susan Miller				
_____	○	○	○	○
Jeff Jorgensen				

ATTEST: _____
Melvyn Houser, County Auditor

Roll Call Vote: AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.

Motion by Belt, second by Miller, to approve and authorize Recorder to execute Media Conversion Contract with Fidlar Technologies in the amount of \$48,430.72 to be paid from Gaming Fund.
UNANIMOUS VOTE. Motion Carried.

Andrew Moats, County Recorder and Peggy Becker, Interim Administrator, Veteran Affairs appeared before the Board to discuss a lease for a copier for the Avoca Courthouse.
Discussion only. No action taken.

Motion by Wichman, second by Jorgensen, to approve allotment for Veteran Affairs Commissioner pay which took effect in July of 2019 from \$25 to \$50.
UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Miller, to authorize Board Chairman to sign FEMA CRS Community Annual Recertification and Progress Report form.
UNANIMOUS VOTE. Motion Carried.

3. OTHER BUSINESS

Motion by Wichman, second by Jorgensen, to approve the following appointments for the Board of Health Dr. Shawn Jones and DVM Amber Strohbehn both for a term 3 years (2026).
UNANIMOUS VOTE. Motion Carried.

After discussion was held by the Board, a Motion was made by Belt, and second by Wichman, to approve Pottawattamie County Treasurer's Semi-Annual Report for 7/1/2022 – 12/31/2022.
UNANIMOUS VOTE. Motion Carried.

4. RECEIVED/FILED

A. Salary Action(s):

- 1) Conservation – Payroll status change for Taylor Hill and Jordyn Reimer.
- 2) Sheriff – Payroll status change for Megan Wirt, Jeremy Harker, Kurt Ferguson, Jim Harvey, Teresa Schultz, and Travis Kephart.
- 3) Conservation – Employment of Mikayla Yanovich and Nathan Hunt as a Ski/Snowboard Instructors.
- 4) Conservation – Employment of Mallory Kjeldgaard as a Ticket Agent.
- 5) Conservation – Employment of Jack Jaffe as a Rental Shop Team Member.

B. Report (s):

- 1) Recorder Fee Book for December 2022.

5. PUBLIC COMMENTS

No Public Comments.

6. CLOSED SESSIONS

Motion by Wichman, second by Miller, to go into Closed Session pursuant to Iowa Code 20.17.(3) for discussion and/or decision on labor negotiations/collective bargaining matters.

Roll Call Vote: AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.

Motion by Wichman, second by Belt, to go out of Closed Session.

Roll Call Vote: AYES: Shea, Belt, Wichman, Miller, Jorgensen. Motion Carried.

7. BUDGET STUDY SESSION

- 1) Buildings and Grounds
- 2) Conservation/Bike Trail
- 3) Animal Control
- 4) Environmental Health
- 5) Planning
- 6) Public Health

8. ADJOURN

Motion by Wichman, second by Jorgensen, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 1:41 P. M

Brian Shea, Chairman

ATTEST:

Melvyn Houser, County Auditor

APPROVED: January 24, 2023

PUBLISH: X

Scheduled Sessions

Mark Eckman/Executive
Director, Council Bluffs
Convention & Visitors Bureau

Update from Pottawattamie Tourism.

Kari Rose/Director, Eckles
Memorial Library, Antonia
Krupicka-Smith/Director,
Council Bluffs Public Library,
and Serena
Riesgaard/Director, Avoca
Public Library

Discussion and/or decision regarding countywide public library update and funding request revision.

Other Business

Mark Shoemaker/Director,
Conservation and Jana
Lemrick/Director, Human
Resources

**Discussion and/or decision regarding pay for Seasonal
Park Aide and Ranger positions.**

Committee Appointments

Update from Board members on Committee meetings from the past week.

Received/Filed

Public Comments

Closed Session

BUDGET STUDY SESSIONS

- A. Attorney**
- B. Veterans Affairs**
- C. IT**
- D. Sheriff**
- E. Jail**
- F. 911**