

Consent Agenda

January 30, 2024

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present, except Supervisor Wichman, who appeared later at 10:55 A.M. Chairperson Miller presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

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

- A. January 23, 2024, Minutes as read.
- B. Jail – Employment of Asshanni Robb as a Detention Officer.
- C. Jail – Employment of Holly Lewis – Redmond as a Jail Secretary.
- D. Public Health – Employment of Alexis Gray as a Public Health Nurse-ITS.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion made by Shea, second by Belt, to approve Hungry Canyons Alliance’s annual membership fee of \$5,000 for the FY 24/25 to be paid from gaming.

UNANIMOUS VOTE. Motion Carried.

Motion made by Belt, second by Jorgensen, to approve county libraries funding request in the amount of \$374,111 divided by the 5 libraries and to sign a 3-year contract.

UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Shea, to approve Pottawattamie County 2024 ICAP/IMWCA Insurance renewal of \$1,195,212.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to authorize Board Chairperson to sign certification form on FEMA CRS Community Annual Recertification and Progress Report.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to approve up to \$5,000 for attorney’s fee for final solar and wind update county ordinance.

UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Belt, to approve and authorize the Board to sign **Resolution No. 14-2024** adding 214th Street from Highway 92 to Greenview Road to the Official Bituminous Road classification; entitled: Resolution for Establishing Official Bituminous Roads.

RESOLUTION NO. 14-2024

RESOLUTION FOR ESTABLISHING OFFICIAL BITUMINOUS ROADS

WHEREAS, the Pottawattamie County, Iowa, Board of Supervisors, amended the Pottawattamie County, Iowa, Zoning Ordinance by adopting Ordinance #2015-05, effective December 18, 2015; and

WHEREAS, Section 8.002.200.150 defines “hardsurfaced street” as a street which has a full-depth surfacing consisting of concrete, or asphalt with a structural capacity equivalency of concrete, constructed in accordance with appropriate local, County or state regulations or a street that the surfacing has been prepared and treated with a bituminous coating and designated by the County Board in a Resolution as an Official Bituminous Road; and

WHEREAS, the Board of Supervisors in conjunction with the County Engineer has reviewed the current Pottawattamie County, Iowa, Secondary Road System Roads and has determined that only certain roads are sufficiently improved with a bituminous product that warrants allowing residential development to take place along;

NOW, THEREFORE, BE IT RESOLVED, by the Pottawattamie County, Iowa, Board of Supervisors, that the following County Roads be classified as “Official Bituminous (Sealcoat, Blacktop, Asphalt) Roads ” for the purpose of satisfying Section 8.002.200.150 of the Pottawattamie County, Iowa, Zoning Ordinance:

Road Name	From	To
214 th Street	Hwy 92	Greenview Road

PASSED AND APPROVED January 30, 2024.

	ROLL CALL VOTE			
	AYE	NAY	ABSTAIN	ABSENT
_____ Susan Miller, Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Scott Belt	<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"/>
_____ Brian Shea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Jeff Jorgensen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Attest: _____
Melvyn Houser, County Auditor
Pottawattamie County, Iowa

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

3. OTHER BUSINESS

Motion by Shea, second by Jorgensen, to approve Southwest Iowa Planning Council (SWIPCO) annual membership dues in the amount of \$11,610 for FY 24/25 to be paid from gaming.
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Belt, to approve Southwest Iowa Transit Agency (SWITA) funding request in the amount of \$6,000 for FY 24/25 to be paid from gaming.
UNANIMOUS VOTE. Motion Carried.

Mitch Kay/Chief Financial Officer and David Bayer/Chief Information Officer, Information Technology appeared before the Board to give an update on the Audio/Visual upgrades for the Board Hearing Room.
Discussion only. No action taken.

4. COMMITTEE APPOINTMENTS

Board discussed Committee meetings from the past week.
Discussion only. No action taken.

5. RECEIVED/FILED

- A. Report(s):
 - 1) Sheriff Report of Fees Disbursed and Collected for December 2023.
- B. Salary Action(s):
 - 1) Crescent Ridge Ski Hill – Employment of Crestina Pacheco and Martin Weiler as Ski/Snowboard Instructors.

6. PUBLIC COMMENTS

No Public Comments.

7. CLOSED SESSIONS

Motion by Wichman, second by Shea, 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: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.

Motion by Wichman, second by Shea, to go out of Closed Session.
Roll Call Vote: AYES: Miller, Belt, Wichman, Shea, Jorgensen. Motion Carried.

8. BUDGET STUDY SESSION

- 1) WIC
- 2) Thriving Family Alliance

- 3) Secondary Roads
- 4) Auditor
- 5) Board of Supervisors

9. ADJOURN

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

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 3:20 P. M

Susan Miller, Chair

ATTEST:

Melvyn Houser, County Auditor

APPROVED: February 6, 2024

PUBLISH: X

TO: Lea Voss, County Treasurer
Andrew Brown, County Sheriff
Matt Wyant, County Planning Director

FROM: Paula Good

Request for County Department Comments

DATE: January 25th, 2024

ESTABLISHMENT: *Renewal – Palace Event Center LLC*

OWNER: see attached

LEGAL DESCRIPTION: See attached property record.

The Planning Dept. has received the attached request for the above class permits/sales/services. Please supply the following information for the Board of Supervisors within five (5) working days. Additional explanations may be given in the form of comments below and/or attachments.

DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments		
PLANNING	Properly zoned		
	Nuisance violations		
	Septic system violations		
SHERIFF	Complaints received		✓
	Citations issued at this establishment		✓
	Owner convicted of a felony within the last 5 years		✓

COMMENTS

Signature



2 owners →
NO felony charges w/out agency in a name search through Zepher
within the last 5 years

TO: Lea Voss, County Treasurer
Andrew Brown, County Sheriff
Matt Wyant, County Planning Director

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DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PLANNING	Properly zoned	<input type="checkbox"/>	<input type="checkbox"/>
	Nuisance violations	<input type="checkbox"/>	<input type="checkbox"/>
	Septic system violations	<input type="checkbox"/>	<input type="checkbox"/>
SHERIFF	Complaints received	<input type="checkbox"/>	<input type="checkbox"/>
	Citations issued at this establishment	<input type="checkbox"/>	<input type="checkbox"/>
	Owner convicted of a felony within the last 5 years	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

COMMENTS

Signature

Lea Voss

TO: Lea Voss, County Treasurer
Andrew Brown, County Sheriff
Matt Wyant, County Planning Director

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DEPARTMENT	COMMENTS	YES	NO
TREASURER	Free from certified taxes and special assessments		
PLANNING	Properly zoned	K	
	Nuisance violations		K
	Septic system violations		K
SHERIFF	Complaints received		
	Citations issued at this establishment		
	Owner convicted of a felony within the last 5 years		

COMMENTS

Signature



7441 10 100 009

--- Permanent Property Address ---

----- Mailing Address -----

BUCKINGHAM, CRAIG A
33153 HWY 92
TREYNOR, IA 51575

BUCKINGHAM, CRAIG A
33153 HWY 92
TREYNOR, IA 51575

District: 073 SILVER CREEK TWP/TREYNOR

District: 073 SILVER CREEK TWP/TREYNOR

===== REAL ESTATE TAXES ON TREASURER'S WEBPAGE =====

Go to: <https://www.municipalonlinepayments.com/pottawattamiecoia/tax/search/detail/744110100009>

===== TAX DESCRIPTION* =====

* Not to be used on legal documents

SILVER CREEK TWP 10-74-41 PT N1/2 NW COMM 507.53'E 110.86'S OF NW COR OF SECT 10 TH SE58.10' NE251.86' SW232.31' SE115.03' SW73.09' SE300.36' SW144.62' SE138.73' E151.78' N120' E347.70' N219.34' NW194.64' SW145.42' NW264.15' SW31.48' NW98.99' NE228.69' NW9.52' NE66.50' SE151.62' NE300.79' SE943.84' NW219.02' SW642.78' NW934.03' TO POB (PARCEL 21048)

===== ASSESSED VALUE =====

* Class is for Assessment purposes only - Not Zoning

2023	Current Value			Total	Ag Acres	Class
	Agri. Land	Dwelling	Improvement			
Full Value	\$20,400	\$286,800	\$68,900	\$376,100	14.910	A/AD
Exempt	\$0	\$0	\$0	\$0	0	A/AD
Net Total	\$20,400	\$286,800	\$68,900	\$376,100	14.910	A/AD

2022	Prior Year Value			Total	Ag Acres	Class
	Agri. Land	Dwelling	Improvement			
Full Value	\$14,800	\$189,200	\$38,200	\$242,200	14.910	A/AD
Exempt	\$0	\$0	\$0	\$0	0	A/AD
Net Total	\$14,800	\$189,200	\$38,200	\$242,200	14.910	A/AD

===== EXEMPTIONS/CREDITS APPLIED =====

2022 AGLAND
2022 FAMILYFARM
2022 HOMESTEAD
2023 HOMESTEAD

===== OWNERS =====

* Book/Page LINKS TO RECORDER'S WEBPAGE

1 D BUCKINGHAM, CRAIG A book/page: [2022/15671](#) D

===== SALES HISTORY =====

Sale Date	Amount	Code	Book/Page
11/16/2022	0	A17	2022/15671 multiple parcel sale
08/10/2021	0	D17	2021/12859

===== ASSESSMENT DATA =====

PDF: 27 MAP: SILVER CREEK TWP

Date Reviewed: 11/01/22 EK

LAND.....649478 sqFt 14.91 acres CSR2/Acre 52.03

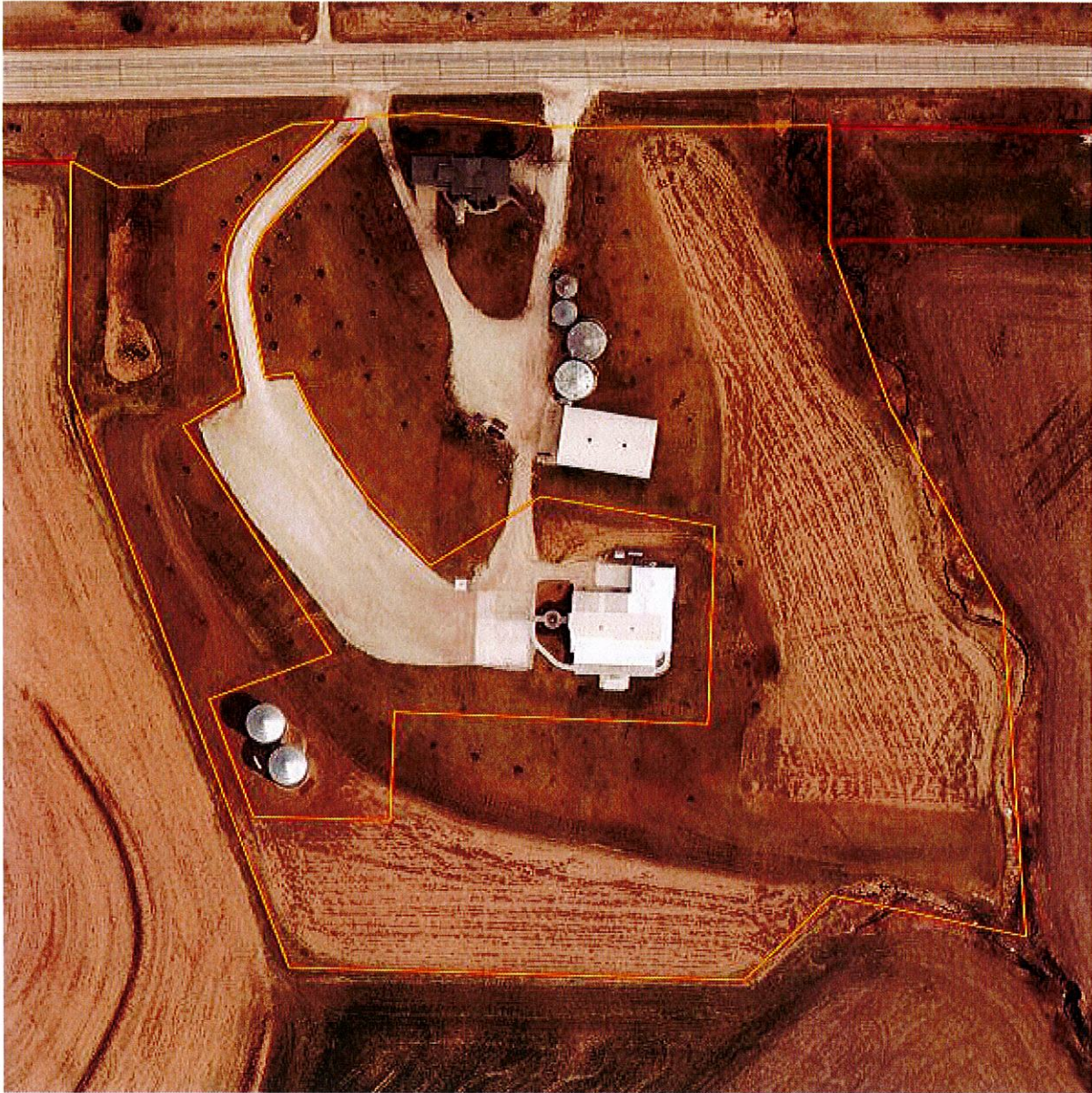
Residence 1 of 1 -- Single-Family

BUILDING.....2 Story Frame 10/0 Rooms Above/Below 4/0 Bedrooms Above/Below 1192 SF Base
Built:1919 Above Normal Bsmt: Full Bsmt Finish: None Attic Finish: None AC

FINISH.....Foundation: Brk Exterior: Fiber Cement Roof: Composite / Gable
Interior: Plas / Panel Flooring: Carpet / Vinyl / Hwd

ADDITIONS....Addition 1: 27 SF 1 Story Frame Built: 1919 AC Bsmt SF: 0
Addition 2: 72 SF 1 Story Frame Built: 1919 AC Bsmt SF: 0
Addition 3: 696 SF 1 Story Frame Built: 2011 AC Bsmt SF: 696
Addition 4: 60 SF 1 Story Frame Built: 1919 AC Bsmt SF: 0

[Zoom Out](#) [Zoom In](#)



1200ft x 1200ft

[Click any parcel to go to its web page](#)

Spring 2022 aerial

See [more maps](#) at the [County GIS Department](#).

As of:

[Find Property](#) [Res Sales](#) [Comm/Ind Sales](#)

License Application (LC0045321)

- **Applicant**

Name of Legal Entity : Palace Event Center, LLC

Name of Business(DBA) : Palace Event Center

Address of Premises : 33153 Highway 92

Premises Suite/Apt Number :

City : Treynor

County : Pottawattamie

Zip : 51575

Business : (402) 490-1875

Mailing Address: 33153 Highway 92

City : Treynor

State : Iowa

Zip : 51575

- **Contact Person**

Name : Craig Buckingham

Phone : (402) 250-7435

Email : cbuck62@wiaw.net

- **License Information**

License Number : LC0045321

License/Permit Type : Class C Retail Alcohol License

Term : 12 Month

Status : Active

Effective Date : 2023-04-04

Expiration Date : 2024-04-03

Sub-Permits : Class C Retail Alcohol License

Privileges :

Last Day of Business :

- **Status of Business**

Business Type : Limited Liability Company

- **Ownership**

Penny Buckingham

City : Treynor

State : Iowa

Zip : 51575

Position : Owner

% of ownership : 50%

U.S. Citizen : Yes

Craig Buckingham

City : Treynor

State : Iowa

Zip : 51575

Position : owner

% of ownership : 50%

U.S. Citizen : Yes

- **Insurance Company Information**

Insurance Company : Illinois Casualty Co

Policy Effective Date : 2023-04-04

Policy Expiration : 2024-04-03

Bond Effective :

Dram Cancel Date :

Outdoor Service Effective :

Outdoor Service Expiration :

Temp Transfer Effective Date :

Temp Transfer Expiration Date :

▪

▪

Scheduled Sessions

**Marilyn Kennedy/Election Administrator,
Auditor's Office**

**Canvass of the Macedonia City Council
Special Election, and to authorize Auditor
to pay election costs.**

John Rasmussen/Engineer

Discussion and/or decision to approve and sign project plans for L-2022-(DUMFRIES) - - 73-78 and L-2022-(220TH)- -73-78 and set bid opening for 10 A.M. on February 27, 2024.

PLANS OF PROPOSED IMPROVEMENTS ON THE
FARM TO MARKET SYSTEM
POTTAWATTAMIE COUNTY
BASE BID - DUMFRIES AVENUE
L-2022-(DUMFRIES)--73-78
ALTERNATE 1 -240TH STREET
L-2022-(240TH)--73-78
GRADING AND PAVING

STANDARD ROAD PLANS		
The following Standard Road Plans shall be considered applicable to construction work on this project.		
NUMBER	Date	Title
DR-101	04-18-17	PIPE CULVERT (BEDDING AND BACKFILL)
DR-102	04-21-15	PIPE CULVERT (COVER AND CAMBER)
DR-103	04-21-15	PIPE CULVERT (INSTALLATION DETAILS)
DR-104	04-19-16	DEPTH OF COVER TABLES FOR CONCRETE AND CORRUGATED PIPE
DR-122	10-18-16	CONSTRUCTION OF TYPE "C" CONCRETE ADAPTORS FOR PIPE CULVERT CONNECTIONS
DR-141	04-18-17	PIPE BENDS AND HALF PIPE
DR-201	04-21-20	CONCRETE APRONS
DR-202	04-21-20	LOW CLEARANCE CONCRETE PIPE APRONS
DR-203	04-21-20	METAL PIPE APRONS AND BEVELED ENDS
DR-204	04-21-20	METAL ARCH APRONS (FOR CORRUGATED METAL PIPE)
DR-205	04-21-20	CONCRETE APRON WITH END WALL
DR-211	04-21-20	METAL SAFETY SLOPE APRON 6:1 SLOPE
DR-303	10-17-17	SUBDRAINS (LONGITUDINAL)
DR-305	04-19-22	SUBDRAIN OUTLETS (STANDARD SUBDRAIN, PRESSURE RELEASE AND SPECIAL)
DR-601	04-18-17	REINFORCED CONCRETE PIPE CULVERT
DR-611	04-18-17	REINFORCED CONCRETE PIPE CULVERT LETDOWN STRUCTURE
DR-621	04-18-17	PIPE EXTENSION
DR-641	04-21-20	CONCRETE/CORRUGATED PIPE CULVERT LETDOWN STRUCTURE WITH METAL APRON
EC-101	04-19-16	WOOD EXCELSIOR MAT FOR DITCH PROTECTION
EC-103	04-21-15	WOOD EXCELSIOR MAT FOR SLOPE PROTECTION
EC-201	04-20-21	SILT FENCE
EC-204	10-19-21	PERIMETER, SLOPE AND DITCH CHECK SEDIMENT CONTROL DEVICES
EC-301	10-18-22	ROCK EROSION CONTROL (REC)
EC-302	10-18-22	ROCK CHECK DAM
EW-101	10-17-17	EMBANKMENT AND REBUILDING EMBANKMENTS
EW-102	10-20-15	ALLOWABLE PLACEMENT OF UNSUITABLE SOIL IN EMBANKMENTS
EW-403	04-18-17	TEMPORARY EROSION CONTROL MEASURES
EW-501	10-20-15	RURAL ENTRANCE
PM-110	04-21-20	LINE TYPES
PM-111	04-21-20	SYMBOLS AND LEGENDS
PM-120	10-21-14	STOP LINES AND ISLANDS
PV-3	04-16-19	SAFETY EDGE
PV-10	04-21-20	RUMBLE STRIP PANEL FOR INTERSECTION APPROACH
PV-301	04-21-20	SUPERELEVATION DETAILS TWO LANE ROADWAY
TC-1	10-15-19	WORK NOT AFFECTING TRAFFIC (TWO-LANE OR MULTI-LANE)
TC-202	10-19-21	WORK WITHIN 15 FT OF TRAVELED WAY
TC-211	10-15-19	LANE CLOSURE ON LOW VOLUME ROADWAY
TC-233	10-17-17	PAVEMENT MARKING OPERATIONS TWO-LANE
TC-251	10-15-19	TEMPORARY ROAD CLOSURE
TC-252	04-21-20	ROUTES CLOSED TO TRAFFIC

MILEAGE SUMMARY			
105-1 09-27-94			
DIV.	LOCATION	LIN. FT.	MILES
BASE	NEW 8" H.M.A. - DUMFRIES AVE		
	ASPEN ROAD TO PIONEER TRAIL	3,584.0	0.6788
	TOTAL	3,584.0	0.6788
ALT 1	NEW 8" H.M.A. - 240TH ST		
	ASPEN ROAD TO PIONEER TRAIL	3,991.9	0.7560
	NEW 8" GRAVEL - ASPEN RD		
	ASPEN ROAD	71.8	0.0136
	BASE + ALT 1 TOTAL	7,575.9	1.4348
	ASPEN ROAD TOTAL	71.8	0.0136

TOTAL SHEETS	61
PROJECT NUMBER	L-2022-(DUMFRIES)--73-78 L-2022-(240TH)--73-78
DESIGN DATA RURAL	101-4 04-30-02
2016 AADT	80 V.P.D.
2046 AADT	145 V.P.D.
20 DHV	V.P.H.
TRUCKS	%
Total Design	ESALS

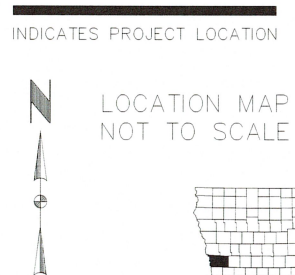
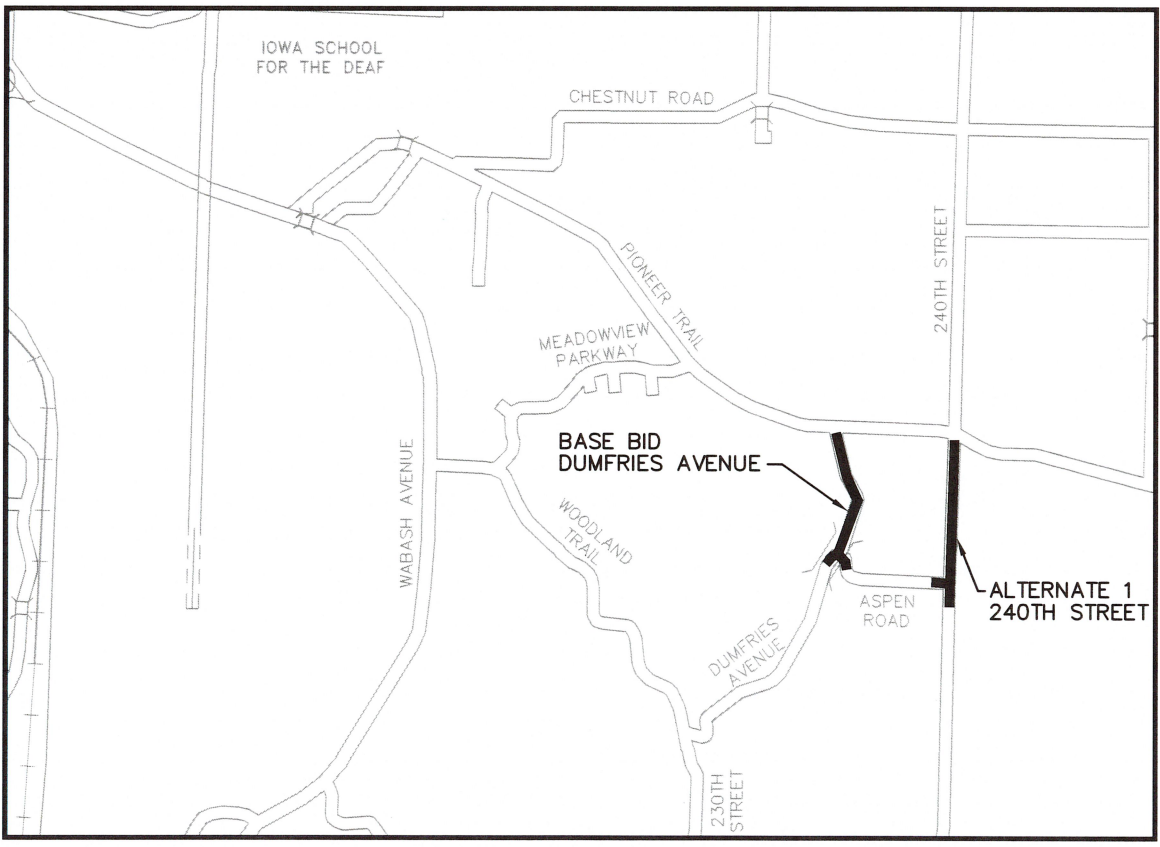
Value Engineering saves. Refer to Article 1105.14 of the Specifications.

This project is covered by the Iowa Department of Natural Resources NPDES General Permit No. 2. The contractor shall carry out the terms and conditions of General Permit No. 2 and the storm water pollution prevention plan which is a part of these contract documents. Refer to Section 2602 of the Standard Specifications for additional information.

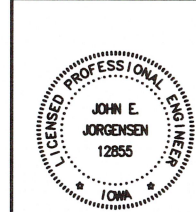
STANDARD SPECIFICATIONS -- SERIES 2023
 The Iowa Department of Transportation STANDARD SPECIFICATIONS FOR HIGHWAY AND BRIDGE CONSTRUCTION, SERIES 2023, plus applicable General Supplemental Specifications, Developmental Specifications, Supplemental Specifications AND Special Provisions shall apply to construction work on this contract.

INDEX OF SHEETS	
105-3 10-18-05	
NO.	DESCRIPTION
A.01	TITLE SHEET
A.02-03	KEY MAP
A.04	LEGEND
B.01-03	TYPICAL CROSS SECTIONS
C.01	GENERAL INFORMATION
C.02	ESTIMATED PROJECT QUANTITIES, ESTIMATED REFERENCE INFORMATION
C.03	ESTIMATED REFERENCE INFORMATION
C.04-08	TABULATIONS
C.09	POLLUTION PREVENTION PLAN
D.01-07	BASE BID - DUMFRIES AVENUE PLAN AND PROFILE SHEETS
E.01-08	ALTERNATE BID - 240TH STREET PLAN AND PROFILE SHEETS
F.01	CLEARING AND GRUBBING PLAN
H.01-.04	RIGHT-OF-WAY PLAN
J.01-.02	TRAFFIC CONTROL PLAN
RR.01-.04	EROSION CONTROL PLAN
W.01-08	BASE BID - DUMFRIES AVENUE CROSS SECTIONS
X.01-11	ALTERNATE BID - 240TH STREET CROSS SECTIONS

POTTAWATTAMIE COUNTY
 GRADING AND PAVING



REVISIONS



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.
 John E. Jorgensen 1/8/2024 DATE
 My license renewal date is December 31, 2025.
 Pages or sheets covered by this seal:
 A.01-04, B.01-03, C.01-09, D.01-07, E.01-08, F.01, H.01-04, J.01-02, RR.01-04, W.01-08, X.01-11

APPROVAL	2/1/24 DATE
JOHN RASMUSSEN, P.E. (POTTAWATTAMIE COUNTY ENGINEER)	
SUSAN MILLER - BOARD CHAIR	
SCOTT BELT	
JEFF JORGENSEN	
TIM WICHMAN	
BRIAN SHEA BOARD OF SUPERVISORS	

Brandon Burmeister/Assistant
Engineer

**Discussion and/or decision to approve and authorize the
Board to sign Resolution No. 15-2024, a Resolution on
Bridge Embargo.**

RESOLUTION 15-2024

BRIDGE EMBARGO

WHEREAS: The Board of Supervisors is empowered under authority of Sections 321.236 Sub. (8), 321.255 and 321.471 to 321.479 to prohibit the operation of vehicles or impose limitations as to the weight thereof on designated highways or highway structures under their jurisdiction, and

WHEREAS: the County Engineer has completed (or has caused to be completed) the Structure Inventory and Appraisal of certain county bridges, in accordance with the National Bridge Inspection Standards and has determined (or it has been determined) that they are inadequate for two-lane legal loads at allowable operating stress.

NOW, THEREFORE, BE IT RESOLVED by the Pottawattamie County Board of Supervisors that vehicle and load limits be established and that signs be erected advising of the permissible maximum weights thereof on the bridges listed, as follows:

Structure Number	Feature Crossed	Location	Load Limit (Tons) All Vehicles
BO 15	Potato Creek	Sec. 24, T. 77, R. 43	22,32,33
BO 18	Pigeon Creek	Sec. 26, T. 77, R. 43	22,32,32 One Lane
BO 19	Pigeon Creek	Sec. 27, T. 77, R. 43	18,26,35, One Lane
CA 03	Trib. To West Nish. River	Sec. 27, T. 75, R. 40	21,31,31
CE 03	Grabill Creek	Sec. 3, T. 75, R. 39	16,23,23
CE 15	Grabill Creek	Sec. 16, T. 75, R. 39	20,24,25 One Lane
CE 21	Jordan Creek	Sec. 23, T. 75, R. 39	25,36,40
GA 07	Indian Creek	Sec. 8, T. 75, R. 43	12,15,15
GR 02	Jordan Creek	Sec. 3, T. 74, R. 39	17,26,33
GR 05	Grabill Creek	Sec. 6, T. 74, R. 39	21,29,30 One Lane
GR 12	Jordan Creek	Sec. 17, T. 74, R. 39	7 Tons All Vehicles, One Lane
HA 01	Keg Creek	Sec. 1, T. 75, R. 42	25,36,39
HA 11	Small Stream	Sec. 17, T. 75, R. 42	17,24,24 One Lane
JA 03	Small Stream	Sec. 3, T. 76, R. 40	23,30,39, One Lane
KC 06	Small Stream	Sec. 17, T. 74, R. 42	21,31,40
KC 15	Keg Creek	Sec. 28, T. 74, R. 42	25,36,39
LI 11	Walnut Creek	Sec. 15, T. 76, R. 38	22,35,40
MA 09	West Nishnabotna River	Sec. 21, T. 74, R. 40	38,40,48
MA 10	Grabill Creek	Sec. 24, T. 74, R. 40	12,19,23 One Lane
MA 11	Grabill Creek	Sec. 25, T. 74, R. 40	21,32,38
MI 01	Keg Creek	Sec. 2, T. 77, R. 41	23,32,32
NE 20	Mosquito Creek	Sec. 25, T. 77, R. 42	25,36,39
RO 06	Drainage Ditch	Sec. 9, T. 77, R. 44	25,36,40
RO 16	Honey Creek	Sec. 34, T. 77, R. 44	24,36,38
SC 18	Mud Creek	Sec. 25, T. 74, R. 41	25,36,40
SC 31	Mud Creek	Sec. 36, T. 74, R. 41	16,22,28
VA 29	Small Stream	Sec. 22, T. 76, R. 39	19,25,25
WR 01	Walnut Creek	Sec. 3, T. 75, R. 38	9,15,15, One Lane
WS 12	Little Silver Creek	Sec. 18, T. 75, R. 41	21,30,30, One Lane
WS 26	Middle Silver Creek	Sec. 17, T. 75, R. 41	21,30,30
WS 28	Small Stream	Sec. 23, T. 75, R. 41	20,31,31
WS 31	Silver Creek	Sec. 26, T. 75, R. 41	3 Tons All Vehicles, One Lane
WS 42	Silver Creek	Sec. 35, T. 75, R. 41	18,22,22
WV 06	Drainage Ditch	Sec. 12, T. 74, R. 38	17,24,31, One Lane
WV 12	Indian Creek	Sec. 17, T. 74, R. 38	25,26,35
YO 20	IAIS RR	Sec. 20, T. 76, R. 41	21,32,38
YO 28	Little Silver Creek	Sec. 27, T. 76, R. 41	25,36,40
CE 23	Jordan Creek	Sec. 24, T. 75, R. 39	One Lane
JA 04	Silver Creek	Sec. 4, T. 76, R. 40	One Lane
JA 10	Small Stream	Sec. 10, T. 76, R. 40	One Lane

LI 01	Small Stream	Sec. 3, T. 76, R. 38	One Lane
LY 21	Small Stream	Sec. 3, T. 77, R. 38	One Lane
MI 04	Mosquito Creek	Sec. 7, T. 77, R. 41	One Lane
NE 22	Pigeon Creek	Sec. 30, T. 77, R. 42	One Lane
NE 28	Small Stream	Sec. 35, T. 77, R. 42	One Lane
SC 20	Silver Creek	Sec. 28, T. 74, R. 41	One Lane
VA 18	Small Stream	Sec. 17, T. 76, R. 39	One Lane
VA 20	Small Stream	Sec. 17, T. 76, R. 39	One Lane
VA 30	Grabill Creek	Sec. 23, T. 76, R. 39	One Lane
WV 13	Drainage Ditch	Sec. 17, T. 74, R. 38	One Lane
YO 29	Little Silver Creek	Sec. 28, T. 76, R. 41	One Lane
CR 16	Pigeon Creek	Sec. 34, T. 76, R. 44	Bridge Closed

Dated this 6th day of February 2024.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Susan Miller, Chairperson	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<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"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Jeff Jorgensen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn Houser, County Auditor

Other Business

**Discussion and/or decision to approve bonding for
all Elected Officials, Engineers, Deputy County
Officers, Clerks and Cashiers and the amounts.**

Committee Appointments

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

Received/Filed

**POTTAWATTAMIE COUNTY
OUT-OF-STATE TRAVEL NOTIFICATION FORM**

This form is used to notify the Board of Supervisors of out-of-state travel and to provide an estimate of travel expenses. It must be submitted to the Board of Supervisor's office no later than one (1) week prior to the out-of-state travel.

TRAVEL INFORMATION

Name of Employee Traveling: _____

Department: _____

Destination: _____

Date of Travel: FROM: _____ TO: _____

Name of Elected Official/Department Head Authorizing Travel: _____

PURPOSE OF TRIP

1. Conference Travel

- Giving a presentation
- Serving as panel member, chair
- Serving as an Office or Board Member
- Continuing Education
- Other please explain _____
- _____

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) _____

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage	Airfare	
Lodging			
Meals: Breakfast	Included	Not Included	
Lunch	Included	Not Included	
Dinner	Included	Not Included	
Conf./Seminar Fee			
Other:			
Total Estimated Cost			

Meals may be included in conference fees or provided by the hotel. Indicate whether meal is included or not. If meal is not included, please refer to the U.S. General Services Administration website for allowable meal per diem at www.gsa.gov Select travel, select a state, select calculate per diem allowances for a trip, select your travel dates, select destination county, select breakdown, the total M&IE rate is listed (middle row), scroll up to the top of the page and select M&IE for breakdown by meal (breakfast, lunch, dinner), find the corresponding number on the far left for your total and the breakdown is provided.

**POTTAWATTAMIE COUNTY
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TRAVEL INFORMATION

Name of Employee Traveling: Riley Jones

Department: Sheriff's Office- Jail

Destination: Ft. Lauderdale

Date of Travel: FROM: 05/17/2024 TO: 05/23/2024

Name of Elected Official/Department Head Authorizing Travel: Steve Winchell

PURPOSE OF TRIP

1. Conference Travel

- Giving a presentation
- Serving as panel member, chair
- Serving as an Office or Board Member
- Continuing Education
- Other please explain _____

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) American jail Association Annual Conference

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage <input type="checkbox"/>	Airfare <input checked="" type="checkbox"/>	\$ 425.00
Lodging			\$ 1,071.24
Meals: Breakfast	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	\$ 0.00
Lunch	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 85.00
Dinner	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 155.00
Conf./Seminar Fee			\$ 395.00
Other:			\$ 168.50
Total Estimated Cost			\$ 2,299.74

Meals may be included in conference fees or provided by the hotel. Indicate whether meal is included or not. If meal is not included, please refer to the U.S. General Services Administration website for allowable meal per diem at www.gsa.gov Select travel, select a state, select calculate per diem allowances for a trip, select your travel dates, select destination county, select breakdown, the total M&IE rate is listed (middle row), scroll up to the top of the page and select M&IE for breakdown by meal (breakfast, lunch, dinner), find the corresponding number on the far left for your total and the breakdown is provided.

**POTTAWATTAMIE COUNTY
OUT-OF-STATE TRAVEL NOTIFICATION FORM**

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TRAVEL INFORMATION

Name of Employee Traveling: Trish Bernhards

Department: Sheriff's Office- Jail

Destination: Ft. Lauderdale

Date of Travel: FROM: 05/17/2024 TO: 05/23/2024

Name of Elected Official/Department Head Authorizing Travel: Steve Winchell

PURPOSE OF TRIP

1. Conference Travel

- Giving a presentation
- Serving as panel member, chair
- Serving as an Office or Board Member
- Continuing Education
- Other please explain _____

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) American Jail Association Annual Conference

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage <input type="checkbox"/>	Airfare <input type="checkbox"/>	\$ 425.00
Lodging			\$ 1,071.24
Meals: Breakfast	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	
Lunch	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 85.00
Dinner	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 155.00
Conf./Seminar Fee			\$ 0.00
Other:			\$ 168.50
Total Estimated Cost			\$ 1,904.74

Meals may be included in conference fees or provided by the hotel. Indicate whether meal is included or not. If meal is not included, please refer to the U.S. General Services Administration website for allowable meal per diem at www.gsa.gov Select travel, select a state, select calculate per diem allowances for a trip, select your travel dates, select destination county, select breakdown, the total M&IE rate is listed (middle row), scroll up to the top of the page and select M&IE for breakdown by meal (breakfast, lunch, dinner), find the corresponding number on the far left for your total and the breakdown is provided.

**POTTAWATTAMIE COUNTY
OUT-OF-STATE TRAVEL NOTIFICATION FORM**

This form is used to notify the Board of Supervisors of out-of-state travel and to provide an estimate of travel expenses. It must be submitted to the Board of Supervisor's office no later than one (1) week prior to the out-of-state travel.

TRAVEL INFORMATION

Name of Employee Traveling: Shannon Holman

Department: Sheriff's Office- Jail

Destination: Normal IL

Date of Travel: FROM: 02/20/2024 TO: 02/23/2024

Name of Elected Official/Department Head Authorizing Travel: Steve Winchell

PURPOSE OF TRIP

1. Conference Travel

- Giving a presentation
- Serving as panel member, chair
- Serving as an Office or Board Member
- Continuing Education
- Other please explain Supervising and Managing the FTO Unit

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) _____

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage <input type="checkbox"/>	Airfare <input type="checkbox"/>	\$ 0.00
Lodging			\$ 359.52
Meals: Breakfast	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	\$ 0.00
Lunch	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 45.00
Dinner	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 90.00
Conf./Seminar Fee			\$ 325.00
Other:			
Total Estimated Cost			\$ 819.52

Meals may be included in conference fees or provided by the hotel. Indicate whether meal is included or not. If meal is not included, please refer to the U.S. General Services Administration website for allowable meal per diem at www.gsa.gov Select travel, select a state, select calculate per diem allowances for a trip, select your travel dates, select destination county, select breakdown, the total M&IE rate is listed (middle row), scroll up to the top of the page and select M&IE for breakdown by meal (breakfast, lunch, dinner), find the corresponding number on the far left for your total and the breakdown is provided.

POTTAWATTAMIE COUNTY OUT-OF-STATE TRAVEL NOTIFICATION FORM

This form is used to notify the Board of Supervisors of out-of-state travel and to provide an estimate of travel expenses. It must be submitted to the Board of Supervisor's office no later than one (1) week prior to the out-of-state travel.

TRAVEL INFORMATION

Name of Employee Traveling: Megan Albers

Department: Sheriff's Office- Jail

Destination: Normal IL

Date of Travel: FROM: 02/20/2024 TO: 02/23/2024

Name of Elected Official/Department Head Authorizing Travel: Steve Winchell

PURPOSE OF TRIP

1. Conference Travel

- Giving a presentation
- Serving as panel member, chair
- Serving as an Office or Board Member
- Continuing Education
- Other please explain Supervising and Managing the FTO Unit

2 Non-Conference Travel

State Purpose: _____

Conference Name (Please give complete name) _____

<u>Expense</u>			<u>Cost Estimate</u>
Transportation	Mileage <input type="checkbox"/>	Airfare <input type="checkbox"/>	\$ 0.00
Lodging			\$ 359.52
Meals: Breakfast	Included <input checked="" type="checkbox"/>	Not Included <input type="checkbox"/>	\$ 0.00
Lunch	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 45.00
Dinner	Included <input type="checkbox"/>	Not Included <input checked="" type="checkbox"/>	\$ 90.00
Conf./Seminar Fee			\$ 325.00
Other:			
Total Estimated Cost			\$ 819.52

Meals may be included in conference fees or provided by the hotel. Indicate whether meal is included or not. If meal is not included, please refer to the U.S. General Services Administration website for allowable meal per diem at www.gsa.gov Select travel, select a state, select calculate per diem allowances for a trip, select your travel dates, select destination county, select breakdown, the total M&IE rate is listed (middle row), scroll up to the top of the page and select M&IE for breakdown by meal (breakfast, lunch, dinner), find the corresponding number on the far left for your total and the breakdown is provided.



Andrew D. Moats
Pottawattamie County Recorder
227 South 6th Street
Council Bluffs, IA 51501

Recorder County Fees - January 2024

Amount	Account #	Account Name
\$ 2,556.00	0001-1-07-8110-413000-000	Vital Records
\$ 880.00	0024-1-07-8110-400001-000	RMA
\$ 1,078.00	0001-1-07-8110-409000-000	ELSI
\$ 10,959.95	0001-1-07-8110-404000-000	Transfer Tax
\$ 18,799.00	0001-1-07-8110-400000-000	Office Fees
\$ 1,360.00	0001-1-07-8110-410000-000	Auditor Fees
\$ 48.00	0001-1-07-8110-402000-000	Boat Writing Fees
\$ 5.00	0001-1-07-8110-402000-000	Boat Liens
\$ 10,043.85	0001-1-07-8110-414000-000	Passports
\$ 82.00	0001-1-07-8110-415000-000	DNR Postage
\$ 3,100.00	0001-1-07-8110-407000-000	ATV Road Pass
\$ 0.50	0001-1-07-8110-417000-000	Hunting/Fishing License
\$ -	0001-1-07-8110-501000-000	Plat Books & Postage
\$ 48,912.30	Total	

MR # 046523	Check # 5328	Checks Prepared by ADM <i>ADM</i>
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Fee Book (01/01/2024 - 01/31/2024)

Criteria: (FMXFUS01_RPT_POTT.TndrDate) >=#01/01/2024# AND (FMXFUS01_RPT_POTT.TndrDate) <=#01/31/2024#

	Count	Total Fund Amount
Recording Fees		
RMA	875	\$880.00
E-Commerce	875	\$880.00
Audit	237	\$1,360.00
Recording	875	\$18,465.00
County Transfer Tax	108	\$10,959.95
State Transfer Tax	108	\$52,576.65
Photo Copies	23	\$334.00
Total For Recording Fees	3101	\$85,455.60
Other Fees		
COUNTY PASSPORT POSTAGE FUND	43	\$10,043.85
Total For Other Fees	43	\$10,043.85
Boats		
Boat Writing	10	\$48.00
Boat State	9	\$326.70
Boat Title County	8	\$40.00
Boat Title State	8	\$52.00
Boat Liens State	1	\$6.50
Use Tax	19	\$15,570.89
Boat Lien County	1	\$5.00
Road Pass	19	\$3,100.00
DNR Postage	14	\$82.00
Total For Boats	89	\$19,231.09
Hunt and Fish		
Hunt Fish County	1	\$0.50
Hunt Fish State	1	\$21.50
Total For Hunt and Fish	2	\$22.00
ELSI		
ELSI Couny	40	\$1,078.00
ELSI State	20	\$5,083.50
Total For ELSI	60	\$6,161.50
Vitals		
Cert Copy County	55	\$2,440.00
Cert Copy State	55	\$6,710.00
Marriage County	29	\$116.00
Marriage State	29	\$899.00
Three Day Waiver	1	\$5.00
Total For Vitals	169	\$10,170.00
Collected Total:		\$131,084.04
Charged Total:		\$7.00
Grand Total:		\$131,091.04

Public Comments

Closed Session

BUDGET STUDY SESSIONS