

Consent Agenda

June 4, 2024

MET IN REGULAR SESSION

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

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

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

- A. May 28, 2024, Minutes as read.
- B. Communications – Employment of Maria McKinley as a Telecommunicator.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Discussion on disaster recovery response update provided by Doug Reed/Director, Emergency Management.

Discussion only. No Action Taken.

Cheri Dahlheim/Director Chief Medical Examiner Investigator, Cody Pane/Chief Deputy Medical Examiner Investigator Coordinator, and Dr. Elliott/Medical Examiner appeared before the Board to update the Board and to discuss autopsy transportation fees.

Discussion only. No Action Taken.

Jason Slack/Director, Buildings and Grounds appeared before the Board to open bids received for the Annex building Demolition Project, 3 bids were opened.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Jorgensen, to approve and award the bid to Cox Contracting, Inc. to demolish the Annex Building for \$38,000.

UNANIMOUS VOTE. Motion Carried.

Motion by Wichman, second by Belt, to approve and authorize Board to sign **Resolution No. 44-2024 amending Resolution 07-2024**, entitled: Resolution to Authorize the County Engineer and Assistant Engineer to Certify Completion Papers and Make Final Acceptance of Contract Work on the Farm to Market and Federal Aid Systems. Said Resolution is set out as follows:

RESOLUTION NO. 44-2024

RESOLUTION TO AMEND RESOLUTION NO. 07-2024 TO AUTHORIZE THE COUNTY ENGINEER AND ASSISTANT ENGINEER TO ADMINISTER AND MANAGE CONTRACTS FOR THE SECONDARY ROADS DEPARTMENT, CERTIFY COMPLETION PAPERS AND MAKE FINAL ACCEPTANCE OF CONTRACT WORK USING LOCAL, FARM TO MARKET, AND FEDERAL AID FUNDS.

WHEREAS, it is necessary that the Pottawattamie County Engineer and the Assistant County Engineer be empowered by the Pottawattamie County Board of Supervisors to execute the Certificate of Completion and make final acceptance of Farm-to-Market contract construction work as provided for in Section 310 of the Code of Iowa, 2002, as well as, Local and Federally funded contract construction work,

NOW THEREFORE BE IT RESOLVED by the Pottawattamie County Board of Supervisors in session this 4th day of June, 2024, that said County Engineer John A. Rasmussen and County Assistant Engineer Brandon Burmeister, be hereby designated, authorized, and empowered on behalf of the Pottawattamie County Board of Supervisors to administer and manage contracts for the Secondary Roads Department, execute the Certification of Completion of Work and Final Acceptance thereof in accordance with plans and specifications utilizing Local, Farm-to-Market and Federally funded construction projects for the Secondary Roads Department in Pottawattamie County for the year 2024.

Dated this 4th day of June, 2024.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Susan Miller, Chair	<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

RECOMMENDED: _____
Pottawattamie County Engineer

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

Motion by Belt, second by Jorgensen, to authorize the Chair to sign the Acknowledgement of Forgiveness Request Satisfaction and Loan Forgiveness for the City of Crescent.
UNANIMOUS VOTE. Motion Carried.

Motion by Belt, second by Shea, to authorize the Chair to sign the Library Agreement with Pottawattamie County Libraries Trustee of the Towns of Avoca, Carter Lake, Council Bluffs, Oakland, and Walnut which will expire June 30, 2027.
UNANIMOUS VOTE. Motion Carried.

3. OTHER BUSINESS

Motion by Belt, second by Shea, to approve application for permit upon receipt of updated insurance to display fireworks filed by Conor Gillaspie, on June 29 or July 3rd, in the event of rain, at 27538 Dogwood Rd, Treynor.
UNANIMOUS VOTE. Motion Carried.

Motion by Shea, second by Jorgensen, to approve the purchase of 7 chairs with arms for the Board Hearing Room at a cost of \$897 each paid with LCTF grant money.
AYES: Miller, Belt, Shea, Jorgensen. NAYS: Wichman. Motion Carried.

4. COMMITTEE APPOINTMENTS

Board discussed Committee meetings from the past week.

5. RECEIVED/FILED

- A. Salary Action(s):
 - 1) Sheriff – Payroll status change for Trey Carstens.
- B. Report(s):
 - 1) Sheriff Report of Fees Disbursed and Collected for April 2024.
- C. Out of State Travel Notification(s):
 - 1) Sheriff – Travel Notification for Dan Temeyer and Jon Hilz.

6. PUBLIC COMMENTS

No Public Comments.

7. STUDY SESSION

Discussion on proposed changes made to the Department Heads contracts.
Discussion only. No Action Taken.

8. ADJOURN

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

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 11:40 A. M.

Susan Miller, Chair

ATTEST: _____
Melvyn Houser, County Auditor

APPROVED: June 11, 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: May 30, 2024

ESTABLISHMENT: *Renewal – Casey's 3205*

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	<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"/>

COMMENTS

Signature



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

FROM: **Paula Good**

Request for County Department Comments

DATE: May 30, 2024

ESTABLISHMENT: ***Renewal – Casey's 3205***

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	X	
	Nuisance violations		X
	Septic system violations		X
SHERIFF	Complaints received		
	Citations issued at this establishment		
	Owner convicted of a felony within the last 5 years		

COMMENTS

Signature



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

FROM: Paula Good

Request for County Department Comments

DATE: May 30, 2024

ESTABLISHMENT: *Renewal – Casey's 3205*

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

ABW 78.1

no felony charges w/ Zuercher name search.
w/o date of birth - unknown which/if name cards are correct

License Application (LE0002494)

- **Applicant**

Name of Legal Entity : Casey's Marketing Company

Name of Business(DBA) : Casey's General Store #3205

Address of Premises : 19900 Virginia Hills Road

Premises Suite/Apt Number :

City : Council Bluffs

County : Pottawattamie

Zip : 51503

Business : (712) 366-5836

Mailing Address: 1 SE CONVENIENCE BLVD

City : Ankeny

State : Iowa

Zip : 50021-8045

- **Contact Person**

Name : Madison Paulson

Phone : (515) 381-5974

Email : madi.paulson@caseys.com

- **License Information**

License Number : LE0002494

License/Permit Type : Class E Retail Alcohol License

Term : 12 Month

Status : Active

Effective Date : 2023-08-07

Expiration Date : 2024-08-06

Sub-Permits : Class E Retail Alcohol License

Privileges :

Last Day of Business :

- **Status of Business**

Business Type : Corporation

- **Ownership**

ERIC LARSEN

City : Ankeny

State : Iowa

Zip : 50023

Position : TREASURER

% of ownership : 0%

U.S. Citizen : Yes

SCOTT FABER

City : Johnston

State : Iowa

Zip : 50131

Position : SECRETARY

% of ownership : 0%

U.S. Citizen : Yes

BRIAN JOHNSON

City : JOHNSTON

State : Iowa

Zip : 50131

Position : VICE PRESIDENT

% of ownership : 0%

U.S. Citizen : Yes

DOUGLAS BEECH

City : ANKENY

State : Iowa

Zip : 50021

Position : ASSISTANT SECRETARY

% of ownership : 0%

U.S. Citizen : Yes

42-0935283 Casey's General Stores, Inc.

City : Ankeny

State : Iowa

Zip : 50021--804

Position : Owner

% of ownership : 100%

U.S. Citizen : Yes

SAMUEL JAMES

City : Ankeny

State : Iowa

Zip : 50021

Position : PRESIDENT

% of ownership : 0%

U.S. Citizen : Yes

Scheduled Sessions

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

**Canvass of 2024 Primary Election, and to authorize
Auditor to pay election cost.**

Received/Filed

Fee Book (05/01/2024 - 05/31/2024)

Criteria: {FMXFUS01_RPT_POTT.TndrDate} >= #05/01/2024# AND {FMXFUS01_RPT_POTT.TndrDate} <= #05/31/2024#

	Count	Total Fund Amount
Recording Fees		
RMA	1120	\$1,132.00
E-Commerce	1120	\$1,132.00
Audit	323	\$1,800.00
Recording	1121	\$26,485.00
County Transfer Tax	177	\$12,898.08
State Transfer Tax	177	\$61,874.72
Photo Copies	5	\$37.00
Total For Recording Fees	4043	\$105,358.80
Other Fees		
COUNTY PASSPORT POSTAGE FUND	51	\$7,538.60
Total For Other Fees	51	\$7,538.60
Boats		
Boat Writing	22	\$344.00
Boat State	22	\$1,877.55
Boat Title County	19	\$250.00
Boat Title State	19	\$325.00
Boat Liens State	4	\$32.50
Use Tax	22	\$29,296.96
Boat Lien County	4	\$25.00
Road Pass	18	\$1,750.00
DNR Postage	19	\$54.00
Total For Boats	149	\$33,955.01
Hunt and Fish		
Hunt Fish County	4	\$2.50
Hunt Fish State	4	\$159.50
Total For Hunt and Fish	8	\$162.00
ELSI		
ELSI Couny	41	\$629.00
ELSI State	22	\$2,160.50
Total For ELSI	63	\$2,789.50
Vitals		
Cert Copy County	59	\$2,308.00
Cert Copy State	59	\$6,347.00
Marriage County	51	\$252.00
Marriage State	51	\$1,953.00
Three Day Waiver	2	\$10.00
Total For Vitals	222	\$10,870.00
Collected Total:		\$160,673.91
Charged Total:		\$28.00
Grand Total:		\$160,701.91



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

Recorder County Fees - ^{May} ~~June~~ 2024

Amount	Account #	Account Name
\$ 2,560.00	0001-1-07-8110-413000-000	Vital Records
\$ 1,132.00	0024-1-07-8110-400001-000	RMA
\$ 629.00	0001-1-07-8110-409000-000	ELSI
\$ 12,898.08	0001-1-07-8110-404000-000	Transfer Tax
\$ 26,522.00	0001-1-07-8110-400000-000	Recording Fees
\$ 1,800.00	0001-1-07-8110-410000-000	Auditor Fees
\$ 344.00	0001-1-07-8110-402000-000	Boat Writing Fees
\$ 25.00	0001-1-07-8110-402000-000	Boat Liens
\$ 7,538.60	0001-1-07-8110-414000-000	Passports
\$ 54.00	0001-1-07-8110-415000-000	DNR Postage
\$ 1,750.00	0001-1-07-8110-407000-000	ATV Road Pass
\$ 2.50	0001-1-07-8110-417000-000	Hunting/Fishing License
\$ -	0001-1-07-8110-501000-000	Plat Books & Postage
\$ 55,255.18	Total	

MR # 047860	Check # 5340	Checks Prepared by Andrew Moats 
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