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FOR THE YEAR 2011  
BOARD OF SUPERVISOR'S MINUTE BOOK  
CHEROKEE COUNTY, IOWA  
DECEMBER 6, 2011

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The Cherokee County Board of Supervisors met in regular session on Tuesday, December 6, 2011 with Larry Prunty, Dean Schmidt, Jeff Simonsen, Mark Leeds, and Terry Graybill present. Mike Leckband, *Chronicle Times*, and Terry Holub, *Aurelia Star*, represented the press. Unless otherwise indicated, all votes were offered as follows: Ayes - Schmidt, Graybill, Prunty, Leeds, Simonsen; Nays – none; Abstentions – none.

Motion by Leeds, seconded by Prunty to approve the agenda and minutes of the previous meeting. Motion carried.

Kristi Petersen, Human Resources Director, presented a final employee wage payout and requested clarification on the use of pre-employment physical capacity profile (PCP) testing for new hires. Petersen will send a memo to department managers to clarify that it is the Board of Supervisor's decision to require PCP testing for all new employees as a condition of employment and that the test must be completed successfully prior to the first day of work.

Motion by Graybill, seconded by Schmidt to approve a \$4,715.20 final wage/vacation payout for Ginger Walker due to her resignation from the Cherokee County Conservation Director position. Motion carried.

Kris Glienke, County Auditor, presented utility permits and a request from Dave Shanahan, County Engineer, to attend a national conference. Shanahan was attending a conference in Ames and unable to present the information in person.

Motion by Schmidt, seconded by Leeds to approve an underground utility permit for Windstream in Section 23 of Spring Township. Motion approved.

Motion by Prunty, seconded by Graybill to approve an underground utility permit for Iowa Lakes Electric Cooperative in Section 16 of Cherokee Township. Motion approved.

The consensus of the supervisors was to approve Shanahan's request to attend the National Association of County Engineers Convention (NACE) in Lexington, Kentucky.

Motion by Graybill, seconded by Schmidt to accept a \$200,000 Iowa Economic Development Authority (IEDA) Community Development Block Grant (CDBG) award to assist home owners with repairs due to wind damage in April 2011. Motion carried. SIMPCO will administer the grant with the assistance of Ben Shuberg, Cherokee County Emergency Management Director.

Sara Lucas, Deputy Auditor, presented the County Assessor's Family Farm Applications along with the Deputy Assessor's recommendations for allowance or disallowance of claims received and processed by their office. In the absence of the Assessor's staff, Lucas and Glienke answered questions and explained the Family Farm Credit process to the supervisors and media.

Motion by Graybill, seconded by Prunty to accept the Family Farm Applications filed with the Cherokee County Assessor prior to November 1, 2011 pursuant to Iowa code Chapter 425A.4. Motion carried. Lucas was instructed to send notification to property owners with claims that were disallowed per the Assessor's recommendation.

Motion by Schmidt, seconded by Leeds to approve a 65 cents per hour wage increase for non-union employees for the 2012/2013 budget year. Motion carried. The Auditor's Office was instructed to distribute budget worksheets, wage/benefit rate information, and a budget workday schedule to department managers.

There being no further business, Chairman Simonsen adjourned the meeting at 10:35 a.m.

All board agendas and minutes are available online at [www.cherokeecountyiowa.com](http://www.cherokeecountyiowa.com).

Attest: \_\_\_\_\_

Jeff Simonsen, Chairman

Kris Glienke, County Auditor