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FOR THE YEAR 2011  
BOARD OF SUPERVISOR'S MINUTE BOOK  
CHEROKEE COUNTY, IOWA  
JANUARY 18, 2011

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The Cherokee County Board of Supervisors met in regular session on Tuesday, January 18, 2011 with Larry Prunty, Dean Schmidt, Jeff Simonsen, Mark Leeds, and Terry Graybill present. Mike Leckband, *Chronicle Times*, represented the press and Bill Gordon was a guest. Unless otherwise indicated, all votes were offered as follows: Ayes - Schmidt, Graybill, Prunty, Leeds, Simonsen; Nays – none; Abstentions – none.

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

The 2011/2012 budget work day started with budget requests from the Auditor, Treasurer, County Attorney, Sheriff, Recorder and Engineer in the morning.

Motion by Leeds, seconded by Graybill to approve a \$9.00 wage authorization for Jacob Rosewall as part-time Treasurer's clerk. Motion carried.

Motion by Leeds, seconded by Prunty to accept the Sheriff's December 31, 2010 Quarterly Revenue Report including deposits of \$24,928. Motion carried.

Sheriff Scott informed the supervisors that he was in the process of hiring a full time dispatcher. No motions were offered to authorize a new full time position.

Motion by Graybill, seconded by Leeds to approve an IDOT Agreement for County Bridge Construction Funding of the Washta Bridge Project # SBRM-CO18(62)--5D-18 including up to \$2 million of federal funding. Motion carried.

Chairman Simonsen recessed the meeting at 12:50 p.m. for lunch. Meeting resumed at 1:30 p.m. with budget requests from the Veteran Affairs Commission, Conservation Department, Weed Commissioner, and Environmental Health/EMS.

Budget Workday Topics reviewed with each department included:

1. Budget Responsibility – each department manager was reminded that it is their duty to monitor the spending within their own department. Departments may only authorize claims or payroll that does not exceed their total budget for the fiscal year.
2. Human Resources – the supervisors informed each manager that the county provides Human Resource services to help protect the employees, managers, county, and taxpayers. The supervisors highly recommended that each department manager take advantage of the Human Resources services to assist with personnel issues including the hiring of new employees.
3. Preventative Measures for Insurance Coverage – the county will compile photos of every county facility, contents, and vehicles as documentation in case of a major loss. The supervisors reminded department managers that the county will verify that employees have valid driver licenses and proof of personal auto insurance eligibility. The supervisors are working with the county's insurance carriers to control potential losses.

Review of non-departmental budgets continued.

There being no further business, Chairman Simonsen adjourned the meeting at 5:50 p.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