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FOR THE YEAR 2013  
BOARD OF SUPERVISOR'S MINUTE BOOK  
CHEROKEE COUNTY, IOWA  
JANUARY 15, 2013

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The Cherokee County Board of Supervisors met in regular session on Tuesday, January 15, 2013 with Mark Leeds, Jeff Simonsen, Rick Mongan, and Dennis Bush present. Ginger Walker was absent. Dan Whitney, *Chronicle Times*, represented the press. Jeff Friedrichsen and Lindsay Bressler were also in attendance. Unless otherwise indicated, all votes were offered as follows: Ayes - Simonsen, Mongan, Bush, Leeds; Nays - none; Abstentions - none.

Motion by Simonsen, seconded by Mongan to approve the agenda. Motion carried.

Motion by Mongan, seconded by Bush to approve the minutes of the previous meeting. Motion carried.

Lisa Langlitz and Paula Ellis requested approval to start a "Jeans Friday" program where county employees would contribute one dollar to wear jeans to work. Ellis noted the voluntary program would be a way for employees to give back to local charities without putting a one-time financial burden on anyone. Ellis figured \$1,000 would be raised if only 20 county employees participated, which would make a big impact when so many people are in need. Consensus of the supervisors was to support the voluntary program with Simonsen adding that somebody needs to be in charge of the funds with a weekly accounting of monies received.

Kristi Petersen, Human Resources Director, presented a wage authorization for a newly hired deputy who completed the Law Enforcement Academy training in December.

Motion by Simonsen, seconded by Bush to approve a \$1.00 per hour wage increase for Luke Selk after completion of a six month probationary period effective January 1, 2013. Motion carried.

Petersen reported the Sheriff had received over 45 applications for a full time jailer position and presented a wage authorization.

Motion by Mongan, seconded by Simonsen to approve a \$14.06 wage authorization for Jessica Foresman as full-time jailer pending successful completion of pre-employment testing. Motion carried.

Petersen asked if the board was ready to act on a retirement policy. Mongan suggested that changes be made during the update of the entire policy. No action was taken.

Petersen reported she has sent out employee lists so everyone can vote for people to serve on the County's Safety Committee. She also requested action from the board to require every county department to start each meeting or group gathering with a "Safety Tip of the Day". Petersen gave several examples of what these brief tips could be. Mongan suggested a weekly "Safety Toolbox" idea for Secondary Roads and Conservation employees to discuss on their way to a jobsite. Mongan added that documentation of safety related training was critical for the employer or department manager. Mongan advised Petersen of free employee training that is available through OSHA and asked her to research the program for possible use in the county. Petersen concluded that employee goals should be to "Work Safe and Get Home Safe". Bush suggested updated safety requirements should be addressed during policy revisions. No action was taken.

Dave Shanahan, County Engineer, presented the annual weed report for consideration.

Motion by Simonsen, seconded by Mongan to approve the 2012 Noxious Weed Report as presented. Motion carried. Shanahan will submit the report to the state and retain a copy on file at the Engineer's Office.

Dawn Jones Coombs, County Recorder, reported her department has been very busy with passports and land transfers. Coombs presented her quarterly report of fees collected for the board's consideration.

Motion by Bush, seconded by Mongan to accept the Recorder's December 31, 2012 Quarterly Revenue Report as presented with \$26,469.82 retained by the county and \$59,564.67 forwarded to the state. Motion carried.

Hedgie Brandt, County Treasurer, presented the Semi-Annual Statement of Accounts for the board's consideration. Brandt reported the cash on hand is greater than it was a year ago.

Motion by Simonsen, seconded by Bush to accept the Treasurer's Semi-Annual Report as presented. Motion carried.

Bush offered a name for appointing to the Sheridan Township Clerk position.

Motion by Bush, seconded by Simonsen to appoint Dan Pingel as Sheridan Township Clerk for a four year term ending December 31, 2016. Motion carried.

Lindsay Bressler, GIS/IT Coordinator, presented two maintenance contract options for the County's phone system. Plan A (\$4,334.52) provides support during regular business hours and Plan B (\$5,418.16) provides 24/7 support.

Motion by Simonsen, seconded by Mongan to approve a \$4,334.52 contract (Plan A) with Scott Telephone for maintenance support of the Courthouse phone system. Motion carried.

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Brandt provided corrected copies of the Treasurer's Semi-Annual Report which had been prepared with incorrect dates.

Motion by Simonsen, seconded by Bush to accept the Treasurer's amended Semi-Annual Report with corrected dates and figures as presented. Motion carried.

The supervisors discussed the 911 phone update and agreed it is in the best interest of the County to provide funds to update the system before there were any problems with the equipment.

Motion by Simonsen, seconded by Mongan to designate \$46,000 of General Funds in the General Services Department to be used by the 911 Commission for a phone upgrade project to be completed in May 2013. There is no expectation of repayment from the 911 Commission for the financial contribution. Motion carried.

Requests previously received for funding support from the Rural Betterment Fund were considered.

Motion by Bush, seconded by Mongan to approve three payments from the Rural Betterment Fund including \$15,000 for Washta's well project, \$5,000 for Grand Meadow Heritage Center's building improvements, and \$5,000 for Marcus Historical Society's Village completion. Motion carried. A funding request from the City of Quimby for a roadside sign was denied at this time.

There being no further business, Chairman Leeds adjourned the meeting at 11:30 a.m.

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

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

Mark Leeds, Chairman

Kris Glienke, County Auditor