

---

FOR THE YEAR 2014  
BOARD OF SUPERVISOR'S MINUTE BOOK  
CHEROKEE COUNTY, IOWA  
JULY 15, 2014

---

The Cherokee County Board of Supervisors met in regular session on Tuesday, July 15, 2014 with Rick Mongan, Dennis Bush, Mark Leeds, and Ginger Walker present. Jeff Simonsen participated by conference call. Dan Whitney, *Chronicle Times*, represented the press. Gary Lundquist, Dave Scott, Chad Brown, Michelle Rupp and Justin Pritts were also in attendance. Unless otherwise indicated, all votes were offered as follows: Ayes – Simonsen, Mongan, Bush, Walker, Leeds; Nays – none; Abstentions – none.

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

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

Sheriff Dave Scott presented two wage authorizations and a federal sharing agreement for approval.

Motion by Mongan, seconded by Bush to approve a step wage authorization from \$14.91 to \$15.24 for Kirsten Huebner, Jailer, per Law Enforcement Union contract terms. Motion carried.

Motion by Mongan, seconded by Walker to approve a step wage authorization from \$15.24 to \$15.57 for Josh Dunn, Dispatcher, per Law Enforcement Union contract terms. Motion carried.

Motion by Simonsen, seconded by Walker to authorize the Chairman to sign a Federal Equitable Sharing Agreement which qualifies the Cherokee County Sheriff's Department to receive monies or property seized in a federal investigation. Motion carried.

Chad Brown, Safety Committee Chairman, presented an updated Cherokee County Safety Manual for the supervisors' consideration and approval for use as a countywide policy. Brown reported that the manual was reviewed by Dean Schade, Iowa Municipalities Worker's Compensation Association (IMWCA) Senior Loss Control Representative, and Paul Greufe, Cherokee County's Human Resources Consultant. After discussion, three questions were asked by the Board of Supervisors including: 1. How are the Safety Committee members selected and will they serve for a designated length of time? 2. Who is the County Safety Director/Coordinator and is the position assigned or part of a current county employee's duties? 3. Is there clarity of what reporting process departments need to follow for incidents?

Motion by Mongan, seconded by Simonsen to accept the Cherokee County Safety Policy with amended changes included. Motion carried.

Justin Pritts, County Safety Coordinator, asked for guidance on how to go about making county provided training mandatory for all employees. Walker advised that it is up to department heads to make attendance mandatory for their employees.

Paula Ellis, Engineer's Administrative Assistant, presented a letter to change authorized users on a credit card issued under the county's name.

Motion by Mongan, seconded by Bush to approve a change of authorized users on the Cherokee County Engineer's credit card as presented. Motion carried.

Hedgie Brandt, County Treasurer, and Cindy Nelson, Deputy Treasurer, presented a semi-annual revenue report and cash count for review.

Motion by Bush, seconded by Mongan to approve the Treasurer's Semi-Annual Report as presented including a \$9,378,868.75 balance on hand as of June 30, 2014. Motion carried.

Motion by Mongan, seconded by Bush to acknowledge a wage authorization from \$40,625 to \$41,750 as previously approved by the Cherokee County Conference Board for Meredith Scott, Assessor's Office Manager. Motion carried.

Motion by Mongan, seconded by Bush to acknowledge a \$41,000 wage authorization previously approved by the Cherokee County Conference Board for Nathaniel Cockburn, Assessor's Appraiser/GIS. Motion carried.

Lisa Langlitz, Community Services Director, reported on a transition plan to move County Case Management clients into services provided through Integrated Health Homes and discussed proposed updates to the County's General Assistance Policy. No action was taken.

There being no further business, Chairman Leeds adjourned the meeting at 10:22 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