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FOR THE YEAR 2014  
BOARD OF SUPERVISOR'S MINUTE BOOK  
CHEROKEE COUNTY, IOWA  
JUNE 24, 2014

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The Cherokee County Board of Supervisors met in regular session on Tuesday, June 24, 2014 with Rick Mongan, Dennis Bush, Mark Leeds, and Ginger Walker present. Jeff Simonsen was absent. Dan Whitney, *Chronicle Times*, represented the press. Gary Lundquist, Ed Boger, Dave Shanahan, Brandon Billings, and Jeff Friedrichsen were also in attendance. Unless otherwise indicated, all votes were offered as follows: Ayes – Mongan, Bush, Walker, Leeds; Nays – none; Abstentions – none.

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

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

Motion by Mongan, seconded by Walker to approve the claims for payment as presented. Motion carried.

A complete listing is available for review in the County Auditor's office and online.

Sheila Letsche, rural property owner, asked that a "Jake Brake" sign be placed on F Avenue to address trucks traveling to the ethanol plant. After discussion with the county engineer and chief deputy, the supervisors advised the county engineer to pursue signage to warn drivers about the steep grade on F Avenue and to post a notice for use of jake brakes in emergencies only.

Dave Shanahan, County Engineer, presented two wage authorizations for temporary motor graders to assist with storm damage projects.

Motion by Bush, seconded by Walker to approve \$20.01 wage authorizations for Chuck Baumann and Chuck Erickson as temporary motor graders effective June 23, 2014. Motion carried.

Ed Boger, VFW Commander, asked when the county would have a site prepared at the courthouse for the Freedom Rock. The VFW would like to get a cement slab poured south of the lower level entrance to the courthouse for placement of a 15 ton rock. After discussion, the supervisors concluded it would be best to address drainage issues first and then site preparation could begin. Emswiler Architecture will be contacted to provide potential solutions to drainage issues on the courthouse block.

Joe Draper, Veteran Affairs Commissioner, reported on the VA Commission's desire to add a part-time employee to assist in the Cherokee County Veteran Affairs Office. Draper added that the employee must earn national certification to be able to assist local veterans with disability claims. The consensus of the board was to support an additional part-time position in the Veteran Affairs Office with the hiring process going through the county's contracted human resource consultant.

Justin Pritts, Emergency Management Services (EMS) Coordinator, reported on a Community Emergency Response Team (CERT) program that is being considered. Pritts explained that the CERT can only be activated under the direction of a local EMS Coordinator and would be sanctioned by Cherokee County with the intent of utilizing qualified volunteers to assist in emergency situations. No action was taken pending further research.

Kris Glienke, County Auditor, requested approval for an employee to carryover comp time to be used prior to the completion of the standard six month probation period. While under probation, employees do not receive paid holidays and are not eligible to receive the countywide wage increase on July 1<sup>st</sup>. The county's policy is to pay out accrued comp time for all employees on June 30<sup>th</sup> except for Conservation and those covered by the Law Enforcement Center's union contract.

Motion by Bush, seconded by Walker to approve 24 hours of comp time to be carried over by Emily Heidesch, Auditor's Office, to be used prior to completion of her probationary period. Motion carried.

The Zoning Administrator position was discussed with Dave Shanahan and Brandon Billings. The issue was tabled for further consideration.

Ryan Kolpin, County Attorney, provided copies of an employment contract and agreement between Cherokee County and Brandon Billings as County Engineer.

Motion by Bush, seconded by Mongan to sign a three year contract with Brandon Billings as Cherokee County Engineer beginning July 1, 2014. Motion carried.

Motion by Walker, seconded by Mongan to authorize the county auditor to adjust the Assistant Engineer, Brandon Billings, wages effective July 1, 2014 per paragraph 6 of the approved employment contract as stated "*During the period from July 1, 2014 until December 31, 2014, while employed as assistant engineer or until professional licensing is obtained, the Engineer shall be paid eighty percent (\$66,400) of what will potentially be the Engineer's full rate of pay (\$83,000) if he had been licensed the entire fiscal year.*" Motion carried.

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Motion by Mongan, seconded by Bush to approve a fireworks permit for Rick Westphal. Motion carried.

Motion by Mongan, seconded by Walker to approve a \$7,735.74 final payout to David Shanahan for hours worked and vacation time. Motion carried.

Motion by Bush, seconded by Mongan to approve a \$4,155.81 final payout to Lindsay Bressler for hours worked, vacation and comp time. Motion carried.

Motion by Bush, seconded by Mongan to appropriate the 2014/2015 fiscal year budget at 100% for all departments. Motion carried.

There being no further business, Chairman Leeds adjourned the meeting at 12:36 p.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