
FOR THE YEAR 2012
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
AUGUST 7, 2012

The Cherokee County Board of Supervisors met in regular session on Tuesday, August 7, 2012 with Larry Prunty, Dean Schmidt, Mark Leeds, Terry Graybill, and Jeff Simonsen present. Dan Whitney, *Chronicle Times*, represented the press. Jason Kline, Kristi Petersen, and Dave Shanahan were also in attendance. Unless otherwise indicated, all votes were offered as follows: Ayes - Simonsen, Graybill, Prunty, Leeds, Schmidt; Nayes – none; Abstentions – none.

Motion by Prunty, seconded by Leeds to approve the agenda. Motion carried.

Motion by Leeds, seconded by Simonsen to approve the minutes of the previous meeting. Motion carried.

Jill Titcomb, Auditor's Election Assistant, asked the supervisors if they would be adopting a resolution to place a question on whether to appoint township officials on the General Election ballot in November. Currently 11 townships are appointed and 5 townships remain as elected positions: Marcus, Amherst, Tilden, Grand Meadow, and Rock. Titcomb provided 2010 election results for the supervisors to review the percentage of voters who were against the township question. Simonsen commented that the voters in those townships sent a clear message that they wanted their trustees and clerks to remain in elected positions instead of being appointed. Graybill suggested that the question appear on the ballot during a non-presidential election year since the ballot already has so much information on it.

Motion by Simonsen, seconded by Graybill to not place a question on the 2012 General Election ballot asking voters in Marcus, Amherst, Tilden, Grand Meadow, and Rock Townships if they would prefer to have the trustee and clerk positions appointed instead of elected. Motion carried.

Dave Shanahan, County Engineer, reported the roads crew has been spot spraying weeds in county ditches as needed when public complaints are received. Shanahan presented a utility permit for consideration.

Motion by Simonsen, seconded by Prunty to approve an underground utility permit for Iowa Lakes Electric Cooperative in Section 26 of Pitcher Township. Motion carried.

Shanahan requested approval of a zoning change for a property on High Country Road owned by David Bakker. Bakker proposes to open a business to de-manufacture appliances in an enclosed system and has obtained the proper DNR permits.

Motion by Graybill, seconded by Leeds to approve a zoning change from ag residential to light industrial on approximately 2 acres at 4728 High Country Road currently owned by David Bakker. Motion carried.

Kristi Petersen, Human Resources Director, presented a final payout for an employee who has resigned.

Motion by Leeds, seconded by Simonsen to approve a \$511.02 final payout of hours and accrued vacation for Steve Beeck, part-time Drivers License Examiner. Motion carried.

Petersen reported that she was not involved with the hiring process for a new full-time 911 dispatcher but the employee is starting work on August 8th. Graybill asked if the employee had completed the required physical capacity profile (PCP) testing and if the proper paperwork had been filed in the Human Resources Office. Petersen replied that she had been given the wage authorization signed by the 911 Director and it said that the employee has passed all requirements for employment but she did not know if the physical test had been completed. Petersen suggested that the supervisors call the Sheriff's Office to ask. Simonsen made a motion to approve the wage authorization as presented. Graybill and Prunty stated they wanted to know if the testing had been done. Schmidt suggested that approval be given pending completion of the required pre-employment testing. Simonsen amended his motion to include verification of pre-employment testing.

Motion by Simonsen, seconded by Graybill to approve a \$14.06 wage authorization for Joshua Dunn, full-time 911 Dispatcher, per the Law Enforcement Center Union Contract and subject to successful completion of pre-employment testing requirements. Motion carried.

Petersen asked for clarification of who was going to contact the Sheriff's Office to request the employment paperwork. Schmidt stated that he would go visit the Sheriff and ask for better communication between departments.

Hedgie Brandt, County Treasurer, presented a wage authorization and explained Cherokee County will not be able to schedule drives for motorcycle or CDL's until the new employee receives proper training and passes all required certifications. It will be approximately one month before Cherokee County will be able to provide these services again. Citizens will need to travel to Carroll, Sioux City, or Spencer to schedule drives.

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Motion by Prunty, seconded by Graybill to approve a \$13.50 wage authorization for Bryan Petersen, part-time Drivers License Examiner. Motion carried.

The supervisors discussed restructuring the County Safety Committee as recommended by the County's insurance carrier. Schmidt asked if the supervisors want the same people serving on the committee or do they want to rotate it. Graybill suggested it is common for a committee to serve for one year for consistency. Petersen stated that she and Mike Halder, County Safety Director, have had numerous conversations about the Safety Committee and they both agree that seven employees would be the desired combination. Petersen explained you don't want to stifle the ideas, creativity, and interest of employees so the best approach is to limit management participation. Meaning no offense to department managers and elected officials, Petersen suggested that employees' freedom to share ideas is stifled when management is present. She suggested that managers are there to worry about the budget and reign in wild ideas of employees and bring it back down to reality. Leeds asked how Petersen and Halder were recommending the committee be represented. Petersen stated she and Halder would serve in advisory positions and the committee would include people from the following departments: Law Enforcement Center (2 people), Secondary Roads (2 people), Conservation (1 person), Courthouse (1 person), and one Department Manager. Petersen said the committee would appoint a spokesman who would report regularly to the Board of Supervisors. Petersen also said she would like to see a monthly employee newsletter created. Schmidt expressed concern that HIPPA information should not be shared or made public during meetings. Petersen said there are ways to do reviews without disclosing people's names and she would choose what information the committee receives. Schmidt asked Petersen to send a letter to the insurance compliance officer to see if the seven person committee would comply with loss control recommendations.

Lisa Langlitz, Community Services Director, reported she has been attending several meetings to research options available to Cherokee County as the recently mandated Mental Health Redesign goes into effect. Cherokee County will need to join with other counties to form a region offering basic core services. The Central Point Coordinator (CPC) role has been taken out of the Medicaid process and those duties have fallen onto local case managers. Langlitz spoke very highly of her staff and praised them for doing a really good job taking on additional reporting duties and keeping on top of all the mandated changes. Langlitz expressed concern over being able to cash flow with limited funds and potentially not being able to pay bills in a timely manner. Many counties have implemented waiting lists for services and have budget troubles that they have never encountered before. The legislators have created a mental health fund to assist counties during the transition away from a county based system, however, they did not appropriate any money to that fund. Langlitz cautioned the supervisors that all counties must have a letter of intent to join a region in place by April 1, 2013 and it is critical that discussions with other counties begin as soon as possible to work out all the details. Langlitz reported she and Schmidt met with Plymouth and Sioux Counties about creating a region but she remains open to inquiries and discussions with other counties as well. Langlitz added that whatever region the county joins, the members will determine what additional services are provided for the whole group since the member counties will pool their money and share the financial responsibilities. Simonsen added that counties have always had the authority to decide what additional services they would offer over and above the required core services so the new law just takes a system that was never fully funded and makes it worse. Simonsen was frustrated that the people that will get hurt with this new system are the clients getting services. Schmidt suggested if counties that join a region pool their money then it would be in Cherokee County's best interest to align with other counties with similar financial situations. Simonsen asked why the current eleven Northwest Iowa counties that belong to a mental health consortium don't just create a region. Langlitz answered there has not been a discussion based on that grouping of counties, however, seven of the consortium counties have met to consider their own region leaving Sioux, Plymouth, Cherokee, and Woodbury out. Langlitz added that a large factor in the decision making process is based on the legislature back filling lost revenues to counties. The counties will be relying on local property taxes with a cap being placed on the maximum tax amount by the state. The regions would share the funds to pay for all client services in those combined counties so one county may be subsidizing another's clients. Graybill stated he does not want to join with counties that have been irresponsible with their money and then Cherokee County taxpayers would get to bail them out because we have been fiscally responsible. Simonsen added that Cherokee County is in a good financial position right now, but at any given time, that pendulum could swing and cause the expenses to

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increase making us the financial liability to the other counties. Langlitz asked for two supervisors to attend meetings about the redesign process. Simonsen and Schmidt will attend meetings and gather information to aid in Cherokee County's decision to join a Mental Health Region as prescribed by recent legislative action.

Lisa Langlitz requested a closed session to conduct her annual job evaluation.

Motion by Schmidt, seconded by Leeds to go into closed session per Iowa Code Section 21.5(i) *"To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session."* Roll call vote: Simonsen-aye, Graybill-aye, Prunty-aye, Leeds-aye, Schmidt-aye. Session was closed at 10:35 a.m. Regular session resumed at 10:55 a.m. with no action resulting from the closed session.

Lindsay Bressler, GIS/IT Coordinator, declined the opportunity to go into closed session for the purpose of conducting an employee evaluation. Attorney Alyssa Herboldt was also in attendance. Bressler reviewed projects that her department has been working on including: 1) Locating infrastructure and documenting GPS information for the City of Marcus; 2) Creating a map for the Oak Hill Cemetery Directory; 3) Projects for Cherokee Area Economic Development Corporation (CAEDC); and 4) RAGBRAI . Bressler reported that RAGBRAI was a huge success and she was very proud of the maps she created for the event that were handed out to the public. Schmidt inquired about updated cemetery maps. Bressler said that Pilot Rock Signs was pleased with how her map turned out for the Oak Hill Cemetery. They will take her map and transfer it to larger signs to produce the directory in two sections. Bressler told Schmidt if a township cemetery needs an updated map, it would just take a couple of hours to produce one and print it out. Simonsen asked how the Marcus GPS project was coming along. Bressler indicated it was nearing completion with the location of fire hydrants, manholes, water lines, and water shut offs finished. The data is compiled into a map and inventory list showing GPS locations and three different physical descriptions for each item. Bressler hired a summer intern to assist with the Marcus GPS project. Simonsen asked if that type of project would be something that would work for summer interns in the future. Bressler added that the summer intern also had a good knowledge of Information Technology (IT) in addition to GIS experience, so he was able to troubleshoot problems in the courthouse when she needed to be out of the office. Bressler said the intern was a life saver to her this summer, since she would not have been able to complete nearly as many projects without his ability to keep the office open in her absence and work with projects. Graybill asked about failed backups of courthouse data that have occurred over the last few months. Bressler reported she was working to get the problem resolved and the failure was mostly attributed to tapes that were mixed up and out of order. Leeds asked how the GIS office window service has been going. Bressler said she gets to meet some really neat people who walk up and she gets to show them what GIS does. She added that she has not met an angry or mean person yet and they can walk in, sit down and see everything they want to see. Leeds answered that he was pleased that it was working out since the reason they put the window in the new courthouse GIS office was so people can stop and get services during regular business hours. Simonsen continued the evaluation by saying he assumes that Bressler puts in 40 hours a week. Bressler reassured him she puts in over 40 hours each week. Graybill asked if Bressler gets along with everyone okay. Bressler cheerfully replied that she gets along with everyone. Graybill stated his big concern is that the courthouse data should be backed up each day and the recent failures in backups needs to be resolved. He added that it would be bad if the courthouse couldn't open someday because we didn't have any data. Bressler reported there have been some issues with the courthouse optical system and it may need to be replaced in the near future. There have been multiple situations where images could not be pulled up by the Auditor, Recorder, or Treasurer's offices. Simonsen asked Bressler if there was anything she wanted from the supervisors. Bressler asked if she should be reporting technology problems to the supervisors or if she should create a monthly report. Graybill stated they would prefer a blank sheet with no problems reported. Since Bressler reports directly to the supervisors; Leeds suggested if Bressler encounters a minor glitch and she fixes it that is fine but if it continues or is serious, then the supervisors need to know about it. Schmidt asked if there were any other questions and hearing none, thanked Bressler for her time.

There being no further business, Chairman Schmidt adjourned the meeting at 11:35 a.m.

All board agendas and minutes are available online at www.cherokeecountyiowa.com .

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Attest: _____

Dean Schmidt, Chairman

Kris Glienke, County Auditor