
FOR THE YEAR 2013
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
JANUARY 2, 2013

The Cherokee County Board of Supervisors met in regular session on Wednesday, January 2, 2013 with Mark Leeds, Jeff Simonsen, Rick Mongan, Dennis Bush, and Ginger Walker present. Dan Whitney, *Chronicle Times*, represented the press. Deb Bush, Jason Kline, Lindsay Bressler, Chad Brown, Sandy O'Hearn, Dave Skou, Rose Beazley, Dave Shanahan, Tom Oswald, Dan Meloy, and Linda Burkhardt were also in attendance. Unless otherwise indicated, all votes were offered as follows: Ayes - Simonsen, Mongan, Bush, Walker, Leeds; Nays - none; Abstentions - none.

Lisa Mazurek, Magistrate Judge, administered the Oath of Office to the following Cherokee County Officials elected to their positions at the November 2012 General Election: Kris Glienke, County Auditor; Dennis Bush, County Supervisor; Rick Mongan, County Supervisor; and Ginger Walker, County Supervisor. Mazurek will schedule a time to administer the Oath of Office to Dave Scott, County Sheriff, since he was unable to attend.

At 9:00 a.m., County Auditor Kris Glienke called the 2013 Organizational Meeting of the Cherokee County Board of Supervisors to order.

Glienke called for nominations of Board Chairman for the 2013 year.

Motion by Simonsen, seconded by Bush to nominate Mark Leeds as Chairman for 2013.

No further nominations were heard. Motion carried.

Chairman Leeds called for nominations of 2013 Vice Chairman.

Motion by Bush, seconded by Mongan to nominate Jeff Simonsen as 2013 Vice Chairman.

No further nominations were heard. Motion carried.

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

Motion carried.

Motion by Simonsen, seconded by Mongan to appoint Kris Glienke, County Auditor, as Clerk to the Board of Supervisors for the 2013 year. Motion carried.

Motion by Simonsen, seconded by Mongan to set the regular meeting time of the Cherokee County Board of Supervisors for 9:00 a.m. on Tuesdays in the Boardroom of the Cherokee County Courthouse. Motion carried.

Motion by Mongan, seconded by Bush to accept bids from Aurelia Star, Cherokee Chronicle Times, and Marcus News as the official newspapers for 2013. Motion carried.

Motion by Simonsen, seconded by Walker to continue the employee mileage rate at 45 cents per mile for the 2013 calendar year. Motion carried.

Walker asked if the county is following state laws requiring gender balanced boards and suggested the county advertise for volunteers to fill boards appointed by the supervisors. Simonsen replied that the county tries to include a cross section of citizens on all boards. Mongan added that sometimes volunteers are hard to find and the same people tend to serve for long periods of time on these boards. The supervisors will continue to make every effort to fill all board appointments with gender balanced members.

Motion by Simonsen, seconded by Bush to approve the 28 member Eminent Domain Commission for 2013. Motion carried.

Motion by Bush, seconded by Simonsen to approve Resolution #2013-01 "DNR Master Matrix for 2013". Roll call vote: Simonsen-aye, Mongan-aye, Bush-aye, Walker-aye, Leeds-aye. Motion carried and resolution adopted.

The supervisors reviewed their committee assignments as follows:

Courthouse Committee - Bush, Walker

County Shop - All Supervisors

County Fairs - Walker, Mongan/alternate

Youth Emergency Services Center Board - Bush, Walker/alternate

Solid Waste Commission - Leeds, Simonsen/alternate

Mid Sioux Opportunities - Mongan, Walker/alternate

Plains Area Mental Health - Bush, Walker/alternate

Cherokee County Work Services - Bush, Walker/alternate

Siouxland Regional Transit Services - Simonsen, Bush/alternate

Third Judicial Representative - Simonsen, Mongan/alternate

Regional Workforce Investment Board - Simonsen, Mongan/alternate

Cherokee Area Economic Development - Mongan, Simonsen/alternate

FOR THE YEAR 2013
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
JANUARY 2, 2013

E911 – Walker, Simonsen/alternate
SIMPCO – Simonsen, Leeds/alternate
EMS Coordinator – Ben Shuberg, Walker, Bush/alternate
REAP – Leeds, Walker
Case Management Advisory Board/ Project Team - Leeds, Mongan/alternate
Mental Health Advisory Board – Mongan
Hazardous Materials Response Commission – Bush, Walker
Cherokee County Residential Services, Inc. – Mongan, Bush/alternate
NW IA Community Empowerment Board – Leeds
MHI Citizens Advisory Board – All Supervisors
NW IA Contracting Consortium Administrative Board – Simonsen, Mongan
Enterprise Zone Board – Mongan
USDA Rural Revolving Loan Committee - Simonsen
Board of Health – All Supervisors
Ambulance CRMC – Mongan, Walker
County Mental Health Region – Simonsen, Mongan

Motion by Simonsen, seconded by Mongan to approve the 2013 Board Committee Assignments as listed.
Motion carried.

Motion by Bush, seconded by Walker to appoint Simonsen as Cherokee County's Third Judicial District Director for 2013. Motion carried.

Motion by Simonsen, seconded by Walker to appoint Timothy Rice to the Cherokee County Board of Health for a three (3) year term ending December 31, 2015. Motion carried.

Motion by Simonsen, seconded by Mongan to appoint Dawn Ruehle to the Cherokee County Board of Health for a three (3) year term ending December 31, 2015. Motion carried.

Motion by Walker, seconded by Bush to appoint Mark Pierce to the Cherokee County Conservation Board for a five (5) year term ending December 31, 2017. Motion carried.

Motion by Bush, seconded by Simonsen to appoint Gary Anderson as Afton Township Trustee for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Simonsen, seconded by Walker to appoint Daryl Ducommun as Cedar Township Trustee for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Mongan, seconded by Bush to appoint Glenn Cave and Marvin Zoch as Cherokee Township Trustees for four (4) year terms ending December 31, 2016. Motion carried.

Motion by Simonsen, seconded by Mongan to appoint Douglas Radke as Diamond Township Clerk for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Mongan, seconded by Simonsen to appoint Dave Hinkeldey as Diamond Township Trustee for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Bush, seconded by Mongan to appoint Mark Johnson and LeDen Pingel as Liberty Township Trustees for four (4) year terms ending December 31, 2016. Motion carried.

Motion by Simonsen, seconded by Walker to appoint Bob Parker, Adam Timmerman, and Scott Carnes as Pilot Township Trustees for four (4) year terms ending December 31, 2016. Motion carried.

Motion by Bush, seconded by Simonsen to appoint Roger Redig as Pitcher Township Clerk for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Walker, seconded by Simonsen to appoint Greyling Fredericksen, Kirk Nelson, and Larry Reilly as Pitcher Township Trustees for four (4) year terms ending December 31, 2016. Motion carried.

Motion by Bush, seconded by Simonsen to appoint Kyle Prunty and Chuck Peters as Sheridan Township Trustees for four (4) year terms ending December 31, 2016. Motion carried.

Motion by Simonsen, seconded by Mongan to appoint Gerald Smith as Silver Township Clerk for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Mongan, seconded by Walker to appoint Kenneth Todd and Mel Reinert as Silver Township Trustees for four (4) year terms ending December 31, 2016. Motion carried.

FOR THE YEAR 2013
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
JANUARY 2, 2013

Motion by Simonsen, seconded by Walker to appoint Sharon Bennink as Spring Township Clerk for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Mongan, seconded by Bush to appoint Kim Skadeland as Spring Township Trustee for a four (4) year term ending December 31, 2016. Motion carried.

Motion by Simonsen, seconded by Mongan to appoint Neal Rupp and Jerry Slota as Willow Township Trustees for four (4) year terms ending December 31, 2016. Motion carried.

Rose Beazley, Sheriff's Secretary, delivered the Sheriff's quarterly revenue report to the board.

Motion by Simonsen, seconded by Mongan to approve the Sheriff's December 31, 2012 Quarterly Revenue Report showing total receipts of \$73,607 with \$23,741 retained by Cherokee County. Motion carried.

Dave Skou, 911 Communications Director, reported the phone system in the Communications Center was installed in 1992 and is nearing the end of its useful life. Total cost to replace the system is expected to be \$91,000 but the 911 budget does not have enough funds available to pay for the project. Skou asked the supervisors if they would be able to provide funds or a loan to the 911 Commission to pay for the phone upgrade. Simonsen asked how much cash is currently in the 911 Fund. Skou reported the current cash balance is \$67,000. Walker asked how much money the 911 Commission would be able to contribute to the cost. Skou indicated that his budget should have \$45,000 available to use for equipment replacement. The request was tabled for further research.

Dave Shanahan, County Engineer, explained that the supervisors must act on a final payment sheet even though there is no payment due. The final voucher must be approved and submitted to the DOT before the project can be officially closed out.

Motion by Simonsen, seconded by Bush to approve the final pay estimate sheet for culvert project #BROS-CO18(64)--5F-18 on J Avenue and C66 in Willow Township. Motion carried.

Shanahan reported on current and proposed construction projects and asked for board input regarding the Five Year Construction Plan. Walker advised Shanahan and the supervisors that they should not be discussing or considering items that are not on the agenda. Shanahan discussed truck repairs and further road maintenance projects that he is considering for 2013.

Kristi Petersen, Human Resources Director, asked the supervisors to sign cards for employees with January birthdays. Petersen presented two versions of a retirement policy that she created and asked for board approval to implement the policy. The Code of Iowa allows employees of a county to remain on the county's health insurance plan at their own expense from the time they retire until they turn 65. Petersen would like to include a retirement policy within the Cherokee County Personnel Policy to detail options for employees who qualify for early retirement under IPERS standards. Walker asked what the cost would be to update the County's Personnel Policy each time a single change is needed versus gathering all desired policy revisions and updating the entire policy at once. Petersen indicated that she had worked with Ryan Kolpin, County Attorney, in the past to draft updates to the personnel policy, however, Kolpin will be sending proposed revisions to a law firm in Sioux City to review the final policy. Bush asked if someone is currently working on updating the County's Personnel Policy and Petersen replied that she had been working on the policy but she had received some pushback from various departments. Walker suggested if the County is going to pay a third party to review policy updates, then it would be best to gather all the updates into one document instead of making multiple updates throughout the year. Mongan asked Petersen about the status of forming a County Safety Committee. Petersen replied that she will be sending notices to all employees with the next payroll about the safety program. Mongan asked if the Human Resources Department offers any pre-employment safety training. Petersen reported that each department handles their own training specific to their needs. Petersen added that she would like to see an orientation program started for new employees. Mongan asked when the last time the County provided harassment training for employees. Petersen was unsure if the County had provided anything specific other than safety oriented training. Mongan told Petersen that the County needs to get moving along with organizing the Safety Committee and training for employees. Mongan asked for a follow up from Petersen in two weeks, adding that it's easy to put projects aside and then before you know it, the months slip by.

Leeds asked if anyone from the public had comments or questions for the supervisors.

Linda Burkhardt expressed frustration that the County Board of Supervisors continues to hold its meetings during the day when it is impossible for working people to attend or serve on the board if they have a job. Burkhardt asked what the board's reasoning was for conducting its business at a time when it is inaccessible for

FOR THE YEAR 2013
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
JANUARY 2, 2013

most people. Simonsen replied it is standard policy for all counties across the state to hold their meetings on Monday or Tuesday mornings. Leeds added that gathering information from other departments needed by the supervisors during meetings may not be feasible in the evening. Burkhardt advised that schools and cities meet at night and it is part of a department manager's job to attend the meetings at night. Burkhardt further questioned why it's different for the county. Simonsen stated that departments are available to serve the public during regular weekday business hours and that is when county business will be conducted. The supervisors thanked Burkhardt for her input.

Tom Oswald, Farm Bureau President, thanked the supervisors for their work on managing county business and expressed appreciation for the good working relationship that exists between the two boards. The supervisors thanked the Farm Bureau for their continued support.

Simonsen reviewed the union negotiation process with the newly elected supervisors. Leeds will serve as one of the County's representatives on the negotiating team and Simonsen asked which new supervisor would be interested in participating in the process. Mongan agreed to serve as a County representative during union contract negotiations.

Leeds reviewed the budget process and each supervisor received a budget book compiled by the County Auditor's Office. The supervisors will begin to review the non-departmental budgets at the end of each meeting in January. All departments will meet with the board on January 29th to present their budget requests for 2013/2014.

There being no further business, Chairman Leeds adjourned the meeting at 11:15 a.m.

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

Attest: _____

Mark Leeds, Chairman

Kris Glienke, County Auditor