
FOR THE YEAR 2016
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
MAY 31, 2016

The Cherokee County Board of Supervisors met in regular session on Tuesday, May 31, 2016 with Dennis Bush, Rick Mongan, Gary Lundquist, Jim Peck, and Jeff Simonsen present. Ken Ross, *Chronicle Times*, represented the press. Sam Kooiker, Dave Scott, Dean Schmidt, Mark Buschkamp, and Jerod Clyde were also in attendance. Unless otherwise indicated, all votes were offered as follows: Ayes – Simonsen, Mongan, Lundquist, Peck, Bush; Nays – none; Abstentions – none.

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

Motion by Peck, seconded by Lundquist to approve the minutes of the previous meeting. Motion carried.

Dean Schmidt, Zoning Administrator, discussed sections of a recently adopted county ordinance relating to telecommunication towers that need to be updated. Schmidt asked if the supervisors could adopt a new ordinance instead of amending the current policy that is in place. Bush advised Schmidt to consult with the County Attorney regarding the process to change a county ordinance. Schmidt stated that he will discuss suggested ordinance updates with the County Zoning Board and Board of Adjustments.

Brandon Billings, County Engineer, discussed construction projects and presented several documents for consideration.

Motion by Mongan, seconded by Lundquist to authorize the chairman to sign a Dakota Access Haul Road Agreement including a \$5,586 fee and \$2 million bond requirement. Motion carried.

Motion by Simonsen, seconded by Peck to authorize the chairman to sign a Highway 7 Pre-Construction Agreement with the Iowa Department of Transportation allowing temporary closing of county road crossings. Motion carried.

Motion by Simonsen, seconded by Mongan to approve an underground utility permit for Iowa Lakes Electric Cooperative between Sections 14 and 23 of Afton Township. Motion carried.

Motion by Lundquist, seconded by Peck to approve an overhead utility permit for Iowa Lakes Electric Cooperative in Sections 14, 15, 16, 21, and 22 of Afton Township. Motion carried.

Motion by Simonsen, seconded by Mongan to approve an underground utility permit for Dale Sleezer in Section 14 of Afton Township. Motion carried.

Motion by Lundquist, seconded by Peck to table a utility permit requested by CenturyLink until a pole is relocated in front of the Law Enforcement Center. Motion carried.

Billings discussed recent changes to bidding process for government entities.

Billings provided documentation to the chairman regarding filling an operator position prior to vacancy in the position. No action was taken.

Billings reported that he will be hiring a temporary part-time summer position to mow around the office and assist where needed. No action was taken.

Billings presented a Procurement Policy based on a sample received from Buena Vista County and suggested the Board of Supervisors adopt it to assist with FEMA requirements. Simonsen suggested that Justin Pritts, Emergency Management Coordinator, should be involved in drafting the policy. Mongan requested that a copy be given to the County Attorney for review. Lundquist requested a copy for his own review and Bush suggested that a policy relating to FEMA was an item for review and action by the Emergency Management Commission.

Billings presented a document required by the DOT verifying his authority to act on behalf of Cherokee County.

Motion by Lundquist, seconded by Simonsen to approve Resolution #2016-13 *“BE IT RESOLVED by the Board of Supervisors of Cherokee County, Iowa, that Brandon Billings, the County Engineer of Cherokee County, Iowa be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and Federal or State aid construction projects in the County.”* Roll call vote: Simonsen-aye, Mongan-aye, Lundquist-aye, Peck-aye, Bush-aye. Motion carried and resolution adopted.

Motion by Peck, seconded by Mongan to authorize the chairman to sign a Federal Aide Funding Agreement for STP-S-CO18(72)--5E-18. Motion carried.

Motion by Lundquist, seconded by Mongan to approve a salary and position authorization for Brandon Billings going from Assistant Engineer (\$67,600) to County Engineer (\$84,500) effective May 23, 2016 with terms

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including 4 weeks of vacation given on Billings' original county hire/benefit date on December 20th. Motion carried.

Sam Kookier, Cherokee City Administrator, presented information regarding potential economic development projects and discussed a partnership developing between the City of Cherokee and Cherokee County. Kookier explained that the County Board of Supervisors is being asked to approve an engagement agreement to work with Ahlers & Cooney to create an urban renewal plan south of Cherokee, however, there are no specific details about what the plan is going to include or what the potential bonding requirements will be. Since the City of Cherokee has limited bonding capacity, the County will be the bonding partner in the agreement while the City will be in charge of operating the project and preparing annexation documents if needed.

Motion by Mongan, seconded by Peck to authorize the chairman to sign an engagement agreement with Ahlers & Cooney, P.C. summarized as *"The purpose of this Engagement Agreement is to disclose and memorialize the terms and conditions under which Ahlers & Cooney, P.C. will represent Cherokee County, Iowa in connection with its Urban Renewal/Economic Development matters, and documentation of development activities."* Motion carried.

The supervisors provided committee reports and reviewed meeting schedules.

There being no further business, Chairman Bush adjourned the meeting at 10:35 a.m.

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

Dennis Bush, Chairman

Attest: _____
Kris Glienke, County Auditor