

FOR THE YEAR 2020
BOARD OF SUPERVISOR'S MINUTE BOOK
CHEROKEE COUNTY, IOWA
MAY 26, 2020

The Cherokee County Board of Supervisors met in regular session on Tuesday, May 26, 2020 with Rick Mongan, Gary Lundquist, Duane Mummert, Dennis Bush, and Wane Miller present. There were no representatives from the press. Gary Goebel, Sarah Tracy, Larry Walker, Justin Pritts and Stu Hogg were also in attendance. Unless otherwise indicated, all votes were offered as follows: Ayes – Mongan, Bush, Mummert, Miller, Lundquist; Nays – none; Abstentions – none.

The Pledge of Allegiance was led by Wane Miller, Veteran Affairs Commissioner.

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

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

Motion by Bush, seconded by Mongan 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.

Claims Approved May 26, 2020:

Alliant Energy	Serv	205.56
American Stamp&Marketing, Inc.	Serv	132.35
Aurelia Lumber	Supp	29.10
Beck Engineering	Serv	16,771.25
Bomgaars	Supp	1,287.75
Builders Sharpening & Serv	Parts	8.64
Campbell Supply Co	Parts	1,215.17
Central Iowa Distributing	Parts	550.50
CenturyLink Qwest	Serv	153.38
Chase Card Service-Ink	Supp	1,195.99
Cherokee County Engineer	Fuel	1,931.32
Cherokee Depot	Rent	40.00
Cherokee State Bank Flex	Flex/Self Fund	449.02
Cherokee Main Street Pharmacy	Medication	3.90
Cherokee Regional Medical CTR	Contract	7,995.62
Cherokee Rural Water	Serv	100.20
Chronicle Times	Publ	1,015.03
City of Cherokee	Serv	324.20
CJ Cooper & Associates	Serv	295.80
CML Telephone Coop	Serv	212.21
Eric J. Comstock	Serv	6,040.81
Continental Alarm & Detection	Inspect	600.00
Counsel	Serv	113.28
Country Tire & Service, Inc.	Serv	38.66
Dearborn National Life Insur	Life Ins	1,009.41
Deer Valley Mechanical,Inc	Serv	795.80
Discover	Supp	440.00
Joseph W Draper	Per Diem	50.00
Don Drefke	Per Diem	50.00
FORCE America Distributing,LLC	Parts	38.66
Frontier	Serv	129.95
William Gauthier	Per Diem	50.00
GovConnection, Inc.	Supp	474.37
GreatAmerica Financial Svcs	Serv	54.73
H&S Electric	Serv	695.73
Hallett Materials	Gravel	63,823.48
Harrison Truck Centers	Parts	3,579.42
Holzhauser Motors LTD	Serv	37.11
Hy-Vee Inc.	Supp	5.98
IACCVSO Floyd County VA	Dues	50.00

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Iowa County Attorneys	Fee	6,920.00
Iowa Dept of Natural Resources	Permits	300.00
Iowa DOT	Training	1,800.00
Iowa Lakes Electric Coop	Serv	333.00
IA Lakes Regional Water	Serv	59.49
Iowa Prison Industries	Parts	1,177.00
Klass Law Firm, LLP	Serv	9,552.90
Loughlin Law Firm	Fees	150.00
Lyon County Sheriff	Serv	45.58
Marco	Serv	122.56
Marco Technologies LLC	Serv	93.95
Marcus Fair	Rent	30.00
Martin Marietta Materials	Supp	6,148.22
M D Products Inc	Serv	147.65
Microsoft Corporation	Serv	2,496.00
Mid American Energy	Serv	87.77
Mid-America Publishing Corp.	Publ	32.00
Mid-American Benefits, Inc.	Admin Fees	531.00
Midwest Lubricants, Inc	Supp	140.80
Midwest Wheel	Parts	2,218.78
Wane A Miller	Per Diem	50.00
Modern Heating & Cooling, Inc	Serv	2,257.87
Motor Parts Sales	Parts	353.27
Nelson's Locksmith	Serv	65.00
Northside Tire	Serv	907.85
O'Halloran International	Parts	450.74
O'Brien County Sheriff	Fees	68.00
One Office Solution	Supp	62.97
Nickolas L Patterson	Reimb	37.44
Michelle K. Pedersen	Per Diem	50.00
Pictometry International Corp.	Serv	7,160.63
PJ Greufe & Associates	Serv	1,500.00
Prestox	Serv	127.00
Professional Surveying Service	Serv	2,130.00
Quadient Leasing USA, Inc.	Serv	2,217.00
Quadient, Inc.	Supp	128.16
Reliance Telephone Systems Inc	Serv	200.00
Sanitary Services Inc	Serv	533.70
Save A Life	Supp	160.00
SHI International Corp	Supp	424.21
Shield Technology Corporation	Software	8,620.25
Solutions, Inc.	Serv	1,800.00
Star Energy	Fuel	3,194.40
State Medical Examiner	Serv	2,118.00
Tapper Livestock Express, LTD	Serv	8,531.25
Thomson Reuters-West	Fees	501.71
TNT Sales & Service	Serv	1,495.00
Verizon Wireless	Serv	620.80
Waldners Lawn Service Inc	Serv	210.00
Gerald Weiland	Reimb	60.00
Wellmark BCBS Of Iowa (County)	Insurance	86,845.02
White Glove Janitorial	Cleaning	329.00
Windstream Iowa-Comm. Inc.	Serv	1,066.35

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Woltman Trucking	Serv	9,922.50
Woodbury County Sheriff	Fees	30.00
Xcessories Squared Development	Parts	173.67
Ziegler Inc	Supp	67.16
Grand Total		\$288,850.03

Gary Goebel, Construction Manager, presented a construction application on county right of way for consideration.

Motion by Mongan, seconded by Mummert to approve an underground construction on county right of way application for WesTel Systems in Section 6 of Amherst Township. Motion carried.

Motion by Mongan, seconded by Mummert to approve an underground construction on county right of way application for Cherokee Rural Water in Sections 2 and 3 of Amherst Township. Motion carried.

Motion by Bush, seconded by Miller to approve an underground construction on county right of way application for Cherokee Rural Water in Sections 15 and 22 of Diamond Township. Motion carried.

Sarah Tracy, County Engineer, presented several employee wage and benefit adjustments for consideration.

Motion by Mummert, seconded by Miller to approve a \$16.00 per hour wage authorization for Jim Leonard, Temporary Seasonal Operator, effective June 8, 2020. Motion carried.

Motion by Mongan, seconded by Mummert to approve a wage authorization for Matthew Todd, moving from General Laborer position (\$22.20 per hour) to Operator position (\$22.47 per hour) effective June 8, 2020. Motion carried.

Motion by Bush, seconded by Mongan to approve a wage authorization for Brian Olson, moving from General Laborer position (\$22.20 per hour) to Operator position (\$22.47 per hour) effective June 8, 2020. Motion carried.

Motion by Mummert, seconded by Mongan to approve a wage authorization for Jason Miller, moving from General Laborer position (\$22.20 per hour) to Operator position (\$22.47 per hour) effective June 8, 2020. Motion carried.

Motion by Mongan, seconded by Bush to approve a wage authorization for Harry Brutsman, Jr., moving from General Laborer position (\$22.20 per hour) to Operator position (\$22.47 per hour) effective June 8, 2020. Motion carried.

Motion by Mummert, seconded by Mongan to approve a wage authorization for Adam Booth, moving from General Laborer position (\$22.20 per hour) to Operator position (\$22.47 per hour) effective June 8, 2020. Motion carried.

Tracy requested an amendment to an original wage authorization she had submitted in October 2019 that listed benefits that were different from mutually agreed upon terms at the time of hire of the new employee.

Motion by Miller, seconded by Mummert to approve vacation time adjustments for Kari Lundy, Secondary Roads Office Manager, as follows: 1. Kari will be allowed to carry over 40 hours of vacation from one year to the next as defined in the employee handbook 2. On 10/14/2019 Kari was to be given 80 hours (2 weeks) of vacation. An adjustment shall be made to give Kari the remaining 40 hours. 3. On Kari's first anniversary (10/14/2020) she shall be given 120 hours (3 weeks) of vacation 4. On Kari's second anniversary (10/14/2021), and every anniversary thereafter, she shall be given 160 hours (4 weeks) of vacation. Motion carried.

Tracy reviewed designs for creating a conference and training room at the Engineer's office as well as individual offices for current office staff. After a short discussion, the board advised Tracy to obtain cost estimates from two different vendors and to report back. Consensus of the supervisors was that since Tracy increased next year's Secondary Roads budget to include this purchase, there would be no need for official board action, however, an effort to keep costs at a minimum should be considered.

A resolution to authorize the County Engineer to sign construction contracts was tabled until the documents are ready.

The current Infectious Disease Action Plan for the COVID-19 Pandemic was reviewed. Sarah Tracy, County Engineer, reported that her employees are asking about their upcoming vacations and if the county will continue with travel restrictions or if department managers have discretion to grant variances to the 75 mile limit currently in place. Tracy also requested clarification that all county departments should be following the same

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rules. Lundquist stated that any change to the current travel portion of the pandemic policy should be applied to all county employees or it will cause a hodge podge of situations that would be hard to track. Bush indicated he would be in favor of lifting the restriction of travel but keeping the option for department managers to implement a 14 day isolation period if applicable to their employee's situation. Justin Pritts, Emergency Management Director, stated he would prefer to see the board consider a case by case situation because not all travel destinations would have the same level of potential exposure. Stu Hogg, IT Director, added that if the courthouse is potentially going to be opened up in three weeks, there is no point in having travel rules for county employees when there will be no control of who may be entering the building that you may be exposed to at your office window or common areas in the courthouse.

Motion by Bush, seconded by Miller to approve an amended version of the April 1, 2020 Cherokee County Infectious Disease Action Plan for COVID-19 Pandemic which removes employee vacation travel restrictions while maintaining discretion of the Department Head or Elected Official to require a 14 day self-isolation period. Motion carried.

The supervisors will re-evaluate the status of COVID-19 in Cherokee County at their next regular board meeting on June 9th to determine a date and plan of action for re-opening the courthouse to the public.

Motion by Bush, seconded by Mongan to authorize the chairman to sign Articles of a 28E Agreement for Workforce Development Chief Elected Official Consortium "*WHEREAS, the counties of Audubon, Carroll, Cass, Cherokee, Crawford, Fremont, Greene, Guthrie, Harrison, Ida, Mills, Monona, Page, Plymouth, Pottawattamie, Sac, Shelby, and Woodbury desire to participate in and be a member of a new consolidated Workforce Development Area as designated by the Governor.*" Roll call vote: Mongan-aye, Bush-aye, Mummert-aye, Miller-aye, Lundquist-aye. Motion carried and 28E Agreement adopted.

The supervisors provided committee reports and reviewed meeting schedules.

Lundquist asked for comments from the public.

There being no further business, Chairman Lundquist adjourned the meeting at 10:46 a.m.

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

Gary Lundquist, Chairman

Attest: _____

Kris Glienke, County Auditor