

**March 25, 2020**

Board members present for regular session at 9:00 a.m. were: Twombly, Hoadley, Homan, and Wedemeyer joined via conference call.

Also present: Mandy Berg and Josh Nelson.

All motions were approved unanimously unless noted otherwise.

Due to heightened public health risk from the coronavirus outbreak, the Board Meeting was held via conference call pursuant to Iowa Code section 21.8.

**MINUTES:** Moved by Homan and seconded by Hoadley to approve the minutes from March 18, 2020 and March 23,2020. Approved.

**CLAIMS:** Moved by Wedemeyer and seconded by Homan to approve the following claims:

Vendor Name	Payable Description	Total			Total
Access Systems Leasing	Server Lease	\$578.92	Marco Technologies LLC	Copier Fees	\$125.33
Alliant Energy - IES	Intersection Lighting/ Utilities	\$477.49	Marco, Inc. NW 7128	Maintenance Contract	\$174.03
American Radiator	Parts	\$596.18	Marrin, Allen	ATURA Rent	\$250.00
Aramark Uniform Services	Towel & Uniform Service	\$287.17	Mediacom	Phone Service	\$176.21
Baudler, Cliff	Township Meeting	\$40.00	Mensing, Bruce	Township Meeting	\$40.00
Berg, Mandy	Mileage, Parking	\$132.70	Miller Plumbing, Heating, &	Electric Breaker	\$6.18
Bridgewater Tires & More	ATV Battery	\$91.95	Murphy Heavy Contracting Inc	EWP Project #1	\$22,802.37
Century Link	Phone	\$31.30	National Sheriff's Association	NSA Membership Dues	\$65.00
Cintas	Medical Supplies	\$154.62	Nucara Pharmacy	Prisoner Prescriptions	\$36.29
Creston Publishing Company	Bid Notice, Land Lease Ad	\$168.00	O'Brien, Vince	Township Meeting	\$20.00
Cunningham-Reis, LLC	L-Lbrw18l--73-01	\$20,059.60	Office Depot	Office Supplies	\$99.95
Diamond Oil Co	Diesel	\$2,253.86	Office Machines Company	Office Supplies	\$341.81
Eastern Iowa Tire	Tires	\$3,344.56	Orient City	TJ Payment - March 2020	\$210.04
Eckles, Clint	Township Meeting	\$40.00	OSDI - Spacesaver	File System Maintenance	\$315.00
Edsall, Carolyn	Va Mileage	\$89.90	Pattison Sand Company, L.L.C.	EWP Project- Material	\$37,050.00
Ehler, Jonathan	Reimbursement	\$45.00	Perry's Window Service	Window Washing	\$130.00
Farmers Electric Coop	Intersection Lighting/ Utilities	\$649.24	Postmaster	Permit Fee	\$240.00
Farmers Lumber Company	Supplies	\$50.80	Quick Supply Co	Wood-Paper Mulch	\$2,400.00
FNB Bank	Deposit Slips	\$35.00	Schafer Welding LLC	Labor	\$1,600.00
Galls, LLC	Deputy Uniform	\$356.33	Schildberg Const Co Inc	Maintenance Rock	\$176,496.80
Gilman, Cary	Township Meeting	\$40.00	Schneider, Janelle	Mileage	\$56.64
Grantham Sanitation	Trash Collection	\$160.00	Schultz Plbg & Htg	Valve For Restrooms	\$277.25
Greenfield True Value	Supplies	\$145.92	Secondary Road Fund	Fuel, February 2020	\$224.44
Gross, Max A	Township Meeting	\$40.00	Smith, Conrad	Township Meeting	\$40.00
Gus Automotive LLC	Service/Brake Repair	\$210.94	Southern IA Rural Water	Lo Sewer	\$19.00
Gus Construction	L-Lrcbn10p--73-01	\$71,961.70	SWCC	Child Abuse Prevention Grant	\$1,273.75
Hoadley, Jodie	Parking	\$20.00	Spieker, Chris	Lodging/ Meals & Mileage	\$241.71
Homan, David	Mileage	\$375.76	Sub-Moa Firearms	Radians Raptor Hand, CarbineBuffers	\$585.15
Housby Mack Inc	Rent - Excavator	\$1,916.66	Thomson Reuters - West	Library Plan Charges	\$336.84
IA Law Enforcement Academy	Jail Inservice	\$1,125.00	Tires & Service Inc	Tires, Etc./ Tire Labor	\$407.60
ISAC Unemployment	1st Quarter Unemployment	\$1,829.47	Transit Works	Marking Paint	\$58.80
JB Holland Construction, Inc.	Lfm-Lgg61--7x-01	\$1,224.62	Twillmann, John D.	Courthouse Mileage	\$49.44
Jensen, Randall	Pest Control	\$58.00	Twombly, John	Mileage	\$317.12
JEO Consulting Group	Adair & Cass Co. G61 Reconstruction	\$9,416.00	Underground Specialty LLC	Medical Supplies	\$22.99
Johnson Controls Security Solutions	Quarterly Billing	\$465.11	Varley, C Evan	Township Meeting	\$40.00
Karl Chevrolet	Repair/Parts	\$562.97	Verizon Wireless Bellevue	Cellular Phone Service	\$52.62
Kerber, Chris	Reimbursement	\$45.00	Visa	Supplies, Postage, Medical Supplies	\$812.95
Lamb Tiling	EWP Revetment Hauling	\$6,084.11	Wallace, Brenda L	Mileage	\$56.05
Lilly, Greg	Township Meeting	\$60.00	Ziegler Inc	Parts/ Labor/ Filters/ Equipment	\$4,733.11
Mail Services LLC	Print & Postage	\$280.08		Supplies	
				<b>Grand Total</b>	<b>\$377,688.43</b>
<b>Fund</b>					
0001 - GENERAL FUND		\$10,759.58			
0002 - GENERAL SUPPLEMENTAL		\$938.11			
0011 - RURAL SERVICES		\$3,060.61			
0020 - SECONDARY ROAD		\$260,218.77			
0021 - LOCAL OPTION SALES TAX		\$92,021.30			
0033 - SPECIAL LAW ENFORCEMENT		\$49.44			
1520 - NW WIND FARM UR CAPITAL PROJECT FUND		\$10,640.62			
	<b>GRAND TOTAL</b>	<b>\$377,688.43</b>			

Approved.

**TAXABLE MILEAGE:** Moved by Hoadley and seconded by Twombly to approve the taxable mileage for Dave Homan for \$109.44. Approved.

**TOWNSHIP CLERK WAGES:** Moved by Wedemeyer and seconded by Homan to approve the township clerk wages for Walnut Township's Clerk, Ash Kading, for \$20.00.

**TOURISM BOARD APPOINTMENT:** Moved by Homan and seconded by Hoadley to appoint Mary Dunn to the Adair County Tourism Board as the Bridgewater representative per the Adair County Tourism Board's recommendation. Approved.

**FY19 COST ALLOCATION PLAN:** Moved by Wedemeyer and seconded by Homan for the Chair to sign the Cost Allocation Plan Certification and to acknowledge receipt of the FY19 Cost Allocation Report. Approved. Supervisor Shelley joined the conference call at 9:05 a.m.

**COVID-19 UPDATES/POLICY & PROCEDURE CHANGES:** Supervisor Wedemeyer discussed a call he had with Sarah Gomez from Midwest Partnership regarding grant opportunities for small businesses. The Board discussed the Neighborhood Center and that Director Raedeen Bigelow will now be back in the office in Greenfield, although she will still be closed to the public. Auditor Berg gave an update regarding the Families First Coronavirus Response Act and how the County is mandated to give 80 hours of paid sick leave to all eligible employees along with some changes in FMLA for qualifying reasons related to COVID-19. This Act needs to be put into place by April 2<sup>nd</sup> and will expire December 31, 2020. Berg stated that she has heard many places have been going to a split shift system where employees are on a rotating weekly schedule and that these mandated sick hours could be used to do this. This would allow the County to keep operating if an employee would become sick with COVID-19 and would hopefully limit exposure to the entire staff of an office. The Board discussed this option and agreed that it should be left up to the Department Heads on how they want to handle their office. Supervisor Twombly stated that employees who can do some work from home should be able to use regular hours during this time. Moved by Shelley and seconded by Hoadley to allow departments to move to a rotating schedule and that employees may use the 80 hours of paid sick leave from the Families First Coronavirus Response Act when they are not in the office unless they have work they can take home and can use regular hours. Approved. The Supervisors will leave it up to the Department Heads on how they would like act on this. The Board discussed how playgrounds are being closed by many Cities and asked Auditor Berg to reach out to Conservation to see if they have any plans of closing any of their playgrounds.

**ADJOURNMENT:** Moved by Homan and seconded by Hoadley to adjourn at 9:22 a.m.

**ADAIR COUNTY BOARD OF SUPERVISORS:** \_\_\_\_\_ John Twombly, Chairman

**ATTEST:** \_\_\_\_\_ Mandy Berg, Auditor