

November 10, 2020

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

Also present: Mandy Berg

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 Wedemeyer and seconded by Hoadley to approve the minutes from October 4, 2020. Approved.

CANVASS OF 2020 GENERAL ELECTION: Moved by Shelley and seconded by Wedemeyer to approve the 2020 General Election Canvass.

Approved. No provisional ballots were cast and five absentee ballots were rejected due to the affidavit envelopes not being signed.

AUDITOR: Mandy Berg, County Auditor presented the Auxient TPA Documents and informed the Board that County Attorney Larson had reviewed the documents and did not find anything concerning. Moved by Shelley and seconded by Homan for the chair to sign the Business Associate Agreement, ACH Banking Account Set-up Form, Buy Down Administration Agreement, HRA Term Notice Letter, Client/Broker Security Access Forms, and Addendum to Claims Administration Agreement. Approved.

CONSERVATION: Dominic Johnson, Conservation Director, joined the call at 9:30 a.m. **Adair Wildlife Management Area** – Johnson informed the Board that he had been in discussion with the DNR about the County Conservation taking over the management of the Wildlife Management Area near Whoopie, West of Fontanelle. The DNR currently manages the area but with it being so far away, it is not always the DNR's priority. Supervisor Twombly stated that there would be no extra money given to the conservation to manage this area and Johnson explained that the rental money that comes from the area has to go back to that area only and that he would like to set up a new fund to keep that money separated. Johnson also stated that the DNR is planning on doing an aerial spraying this week on the area. **Mormon Trail Campground Expansion** – Johnson has been trying to get some ballpark figures from contractors on this project, but wants to know what to plan for funding. Conservation does have some money in their reserve fund that could be used for it, but was wondering if there were any updates on the TIF funding. The Board stated that if they decided to bond for the money for the Mormon Trail project, it probably wouldn't be until late spring in 2021, but thought that the project could be done in stages with what funding he already has. Supervisor Wedemeyer stated that the Jensen Butler Foundation would like to see conservation proceed with the restroom updates. Supervisor Hoadley stated that with COVID, things were starting to change and thinks the campgrounds and lake will be used more. Johnson has applied for the Empowering Adair County Grant as well as a Hunter's Education Grant and has started to look into SICOG Grants. Johnson has also been looking at building and office space/shop for conservation, but if he did that, it would deplete most of his reserve fund. The Board thought the campgrounds should be the priority and he has their support on that project. Jeff Vandewater entered at 9:41 a.m. **Operations Report** – Johnson gave an update on the following projects: Campgrounds are now closed, have begun working on new kiosks at Lake Orient and will also be putting them at Mormon Trail, will be adding additional trash bins, and discussed the wildlife management and hunting areas. Johnson exited the call at 9:46 a.m.

SHERIFF: Jail Administrator Resignation and New Hire Process – Sheriff Vandewater stated that Kelly Critz, jail administrator, will be retiring on December 31, 2020. Vandewater will post the job for jail administrator, but is not sure the response he will get with it being a management position and to qualify, applicants must have at least two years of management experience. No one in the office currently would qualify, so if he doesn't receive any responses, Vandewater would repost a job for a jailer. The Board asked if he could post both jobs at once and Vandewater stated he would talk to Mike Galloway for guidance on posting the offer. Vandewater would like to hire someone with a start date no earlier than January 1, 2021. Moved by Shelley and seconded by Hoadley to allow Sheriff Vandewater to start the hiring process. Approved. **Inmate Medical Rates with Adair County Health System** – Vandewater explained that there was recently a legislative change stating that if there was no contract between the Sheriff's office and hospital, that the Sheriff's office can only be billed for the Medicaid rate for inmates. Vandewater hasn't had much luck finding rates to compare, but thinks it will be less expensive to take on the Medicaid rates. Vandewater had talked Heather Shaull at the hospital and she agrees with a couple apprehensions about the type of services used and that Medicaid does change their rates yearly. Vandewater thinks it would be worthwhile to sign a new contract with the Adair County Health System stating that the Sheriff's office is only responsible for paying the Medicaid medical rates for inmates per Iowa Code. The Board also discussed the inmate's meals from the hospital and how this could change the rate for that. Moved by Homan and seconded by Shelley to allow Vandewater to terminate the current contract with the Adair County Health System and to come up with a new contract outlining that they would only pay for the Medicaid rates. Approved. Nick Kauffman entered at 9:54 a.m.

ELECTRONIC TIME CLOCK: Engineer Kauffman stated that he currently has a few employees on the County's current online time system, but he would like to get everyone on an electronic time clock. The engineer's association is coming up with a software for it which also has GPS proximity ability to clock in individuals automatically. Supervisor Twombly asked if that means we would have to provide cell phones for everyone or start giving all employees stipends. The Board also asked if everyone had smart phones that would allow this. Kauffman stated that employees hadn't wanted a stipend for their phones before because they did not want their phones subject to public record and would have to talk to the County Attorney about this. Supervisor Hoadley stated that employees could either be clocked in that way or they could drive to the shop and sign in

everyday – it was their choice. Supervisor Shelley asked Auditor Berg what her opinion was. Auditor Berg stated her concerns with the set up with current system and being worried that time would not be kept accurately with the employees having to choose from so many pay codes. Even if the Engineer's office switches to an electronic timeclock, she would still like copies of paper timesheets to allow her payroll deputy to compare to as this is the only way mistakes are found when completing the payroll process. Kauffman stated that there would be no cost for the service bureau time system. The Board would like to have Engineer Kauffman proceed and get more information concerning the electronic time clock.

ADJOURNMENT: Moved by Wedemeyer and seconded by Homan to adjourn at 10:17 a.m. Approved.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ John Twombly, Chairman

ATTEST: _____ Mandy Berg, Auditor