

January 3, 2022

Board members present for regular session at 9:00 a.m. were: Hoadley, Shelley, Twombly, Walker and Wedemeyer.

Also present: Mandy Berg and Caleb Nelson. Tom Robinson – KSOM joined via conference call.

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 along with in person attendance.

Auditor Berg opened the meeting.

2022 CHAIR AND VICE CHAIR: Moved by Shelley and seconded by Twombly to nominate Matt Wedemeyer as the 2022 Chair. Approved. Chairman Wedemeyer took over the proceedings of the meeting. Moved by Shelley and seconded by Hoadley to nominate Jerry Walker as the 2022 Vice Chair. Approved.

ORGANZATIONAL RESOLUTION: Moved by Shelley and seconded by Walker to approve **Resolution #2022-01** – Be It Resolved by the Adair County Board of Supervisors that their regular meeting days be set for each Wednesday of the month and the claims schedule will be set by the Auditor. No bills will be allowed unless they carry the approval of the officer empowered to order same. All claims must be itemized in full, with vendor invoice and signed by office head. Claims must be filed in the Auditor's office by 3:00 p.m. two business days preceding the Board meeting day they are to be approved. Roll call vote: Wedemeyer, aye; Twombly, aye; Walker, aye; Hoadley, aye; and Shelley, aye. Approved.

CHAIRMAN AUTHORIZATION RESOLUTION: Moved by Twombly and seconded by Walker to approve **Resolution #2022-02** – Chairman of Board of Supervisors Authorized to Sign Contracts, Deeds, Etc. Be It Resolved by the Adair County Board of Supervisors, that Matt Wedemeyer, Chairperson of the Adair County Board of Supervisors, for the year 2022, is hereby designated, authorized, and empowered on behalf of the Adair County Board of Supervisors, to sign contracts, deeds, and other necessary and lawful papers on behalf of Adair County, including documents for the USDA. Be It Further Resolved, that in the absence of the chair, the Vice-Chairman, Jerry Walker is hereby authorized to sign documents. Roll call vote: Wedemeyer, aye; Walker, aye; Twombly, aye; Shelley, aye; and Hoadley, aye. Approved.

TRAVEL POLICY RESOLUTION: Moved by Hoadley and seconded by Twombly to approve **Resolution #2022-03** – Adair County Travel Policy. Reimbursement for travel will be according to the Adair County Personnel policy or applicable union contract with the following limitations: Daily single lodging rate reimbursement or payment shall not exceed the lowest negotiated ISAC or ISAC affiliate price per day plus tax and for Non-ISAC meetings shall not exceed the lowest government price offered. An original receipt or bill must be presented for payment. Meal reimbursements if applicable will not exceed the following amount with original itemized receipt required: \$40/day. The County will not reimburse for tip or alcohol. Exceptions shall be made for meals included as part of school of instruction registration fee. The 2022 mileage reimbursement rate will be set at \$0.10 less than the IRS Rate for county employees on county business. The Sheriff will use the IRS Standard Mileage rate for functions billed for service within the office of the sheriff. The Veterans Affairs will pay the VA Transport Drivers \$0.10 above the IRS Standard Mileage rate. Roll Call Vote: Wedemeyer, aye; Walker, aye; Twombly, aye; Shelley, aye; and Hoadley, aye. Approved.

2022 COUNTY HOLIDAYS: Moved by Tombly and seconded by Walker to approve the following 2022 County Holidays: President's Day – February 21, Memorial Day – May 30, Independence Day – July 4, Labor Day – September 5, Veteran's Day – November 11, Thanksgiving – November 24 and 25, Christmas – December 23 and 26, and New Year's Day – December 30. Approved.

MASTER MATRIX RESOLUTION: Moved by Shelley and seconded by Twombly to approve **Resolution #2022-04** – Construction Evaluation Resolution. Whereas, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a "construction evaluation resolution" relating to the construction of a confinement feeding operation structure; and Whereas, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and Whereas, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR's decision regarding a specific application; and Whereas, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2022 and January 31, 2023 and submit an adopted recommendation regarding that application to the DNR; and Whereas, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board's recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix; Now, Therefore, Be It Resolved By The Board Of Supervisors Of Adair County that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3). Roll Call Vote: Wedemeyer, aye; Walker, aye; Twombly, aye; Shelley, aye; and Hoadley, aye. Approved.

FY22 AUDIT SERVICES: Moved by Twombly and seconded by Hoadley for the Auditor to send a letter to the Auditor of State requesting that they perform the FY22 Audit. Approved.

DESIGNATED OFFICIAL NEWSPAPER: Two requests were received for the designation of the official newspapers of Adair County in accordance with Iowa Code Chapter 349. The requests were from The Adair County Free Press and The Adair News. Moved by Walker and seconded by Hoadley to approve the Adair County Free Press and The Adair News as the 2022 Official Newspapers for Adair County. Approved.

SUPERVISORS 2022 BOARD LIST: Moved by Twombly and seconded by Shelley to approve the 2022 Board List:

Adair County Safety Committee	Jerry Walker
Adair County Tourism	Jerry Walker
Adair County Wellness	Jerry Walker
Alcohol and Drug Abuse (Zion)	Matt Wedemeyer
Broadband Study Greater Des Moines Partnership	Jerry Walker
ATURA-Regional ISTE Board	John Twombly
ATURA-Regional ISTE Board, Alternate	Steve Shelley
Crossroads Mental Health	Jodie Hoadley
DHS Advisory Board	Jodie Hoadley and John Twombly
De-Cat Governing Board for Creston Cluster	Matt Wedemeyer
DNR Contact Person	Chairman Matt Wedemeyer
E911 Adair County Board	Steve Shelley
E911 (7-County Board)	Steve Shelley and Jeff Vandewater (Designee-Dennis Denton)
E911 (7-County Board), Alternate	John Twombly
Emergency Management, Local Comm	Jodie Hoadley and Steve Shelley, Alternate
Empowerment	Jodie Hoadley
Enterprise Zone Commission	Matt Wedemeyer
Fifth Judicial District-Corrections	Steve Shelley and Jodie Hoadley, Alternate
Hungry Canyons Alliance	John Twombly
Integrated Roadside Management	Jerry Walker
Jensen-Butler Foundation	Matt Wedemeyer and Steve Shelley
JTPA-Leo/Workforce Investment Act	Jerry Walker
Landfill	Matt Wedemeyer
Landfill, Alternates	All other Board Members
Loess Hills Development & Conservation	John Twombly
MATURA	Jodie Hoadley
Midwest Partnership	Matt Wedemeyer
R C and D Committee	Matt Wedemeyer
REAP	Steve Shelley
SICOG	Jerry Walker
Southern Hills Regional MH Board	John Twombly
Southern Hills Regional MH Board, Alternate	Steve Shelley
Southern Iowa Trolley	Steve Shelley

Approved.

ADA COORDINATOR APPOINTMENT: Moved by Twombly and seconded by Shelley to appoint Matt Wedemeyer as the ADA Coordinator.

Approved.

CONDEMNATION COMMISSION: Moved by Shelley and seconded by Walker to appoint the following to the Condemnation Commission:

<u>Farmers Owner-Operated</u>	Roger Jensen	Ryan Frederick	<u>Of Property Values</u>
T J Ross	Todd Van Eaton	<u>Owners Of City Property</u>	Gail Steward
Rodger Rice	<u>Licensed Realtors</u>	Marlo Smith	Barb Riley
Larry Stetzel	Lynne Don Carlos	Bruce Jensen	Amy Sivadge
Ronnie Martin	Dennis Kellenberg	Ron Gruber	Peg Scott
David Doud	Judy Wedemeyer	<u>Persons Having Knowledge</u>	Marc Don Carlos

Approved. Jh ss to appoint.

CONSERVATION BOARD: Moved by Shelley and seconded by Walker to appoint Patricia Randel to the Conservation Board for a 5-year term.

Approved. Ss jw

BOARD OF HEALTH: Moved by Hoadley and seconded by Walker to re-appoint Sharon Bertroche, M.D. and to a 3-year term on the Board of Health. Approved.

MEDICAL EXAMINER: Moved by Shelley and seconded by Twombly to re-appoint Dr. Tim Pearson as Medical Examiner with deputies Dr. Glen Hanson and ARNP Molly Hennigar. Approved.

WEED COMMISSIONER: Moved by Twombly and seconded by Hoadley to re-appoint Nathan Jensen as Weed Commissioner. Approved. Robinson exited the call at 9:20 a.m.

EMPOWERMENT OF ENGINEER: Moved by Walker and seconded by Wedemeyer to approve **Resolution #2022-05** – Empowerment of County Engineer. Be It Resolved by the Board of Supervisors of Adair County, Iowa, that, effective January 1, 2022, Nicholas N. Kauffman, P.E., the County Engineer of Adair 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 this county. Roll Call: Shelley, aye; Wedemeyer, aye; Hoadley, aye; Twombly, aye; and Walker, aye. Approved.

DESIGNATION OF COUNTY ENGINEER: Moved by Shelley and seconded by Twombly to approve **Resolution #2022-06** – Designation of County Engineer for Utility, Telecommunication Permits. Be It Resolved by the Adair County Board of Supervisors, that effective January 1, 2022, Nicholas N. Kauffman, P.E., Adair County Engineer, be and is hereby designated, authorized, and empowered on behalf of the Adair County Board to execute utility and telecommunication permits on the county Right-of-Way through calendar year 2022, However, if Engineer Kauffman is absent, Sawyer Hansen, the Assistant to the County Engineer, shall approve all utility and telecommunication permits. Roll Call: Wedemeyer, aye; Twombly, aye; Shelley, aye; Hoadley, aye; and Walker, aye. Approved. Robinson re-joined via phone conference at 9:32 a.m.

RIGHT OF WAY AND TEMPORARY EASEMENT PURCHASE RESOLUTION: Moved by Twombly and seconded by Walker to approve **Resolution #2022-07** – Right-of-Way and Temporary Easement Purchase. Whereas, It Is Sometimes Necessary For Adair County To Obtain Additional Right-Of-Way And/Or Temporary Easement In Order To Construct Improvements To The Secondary Road System; And Whereas, There Is A Need To Establish A Level Of Compensation For Such Newly Acquired Right-Of-Way And/Or Temporary Easement; And Whereas, Recent Sales Of Land Within Adair County Have Been Made At An Average Of 5.45 Time The County Assessor's Valuation Of The Land; Be It Resolved, That Adair County Hereby Establishes The Rate Of 5.45 Times The County Assessor's Valuation Of The Parcel To Which The Newly Acquired Right-Of-Way Was A Part And ALSO Hereby Establishes The Rate Of 0.545 Times The County Assessor's Valuation Of The Parcel To Which The Temporary Easement Was A Part Of, With No Payment For A Single Temporary Easement Equaling Less Than \$100.00. Roll Call: Wedemeyer, aye; Twombly, aye; Shelley, aye; Hoadley, aye; and Walker, aye. Approved.

COMPENSATION FOR FENCE: Moved by Twombly and seconded by Hoadley to approve **Resolution #2022-08** – Compensation For Fence Whereas, It Is Sometimes Necessary To Remove Fences To Construct Projects At Locations Where Additional County Road Right-Of-Way Has Been Acquired; And Whereas, The Landowners Incur Added Expense For The Replacement Of This Fence On The Property Outside Of The Newly Acquired Right-Of-Way; And Whereas, Adair County Will Compensate The Landowners From Whom Additional Right-Of-Way Has Been Obtained At The Rate Of \$ 38.00 Per Rod For Fence Of Any Type That Is Removed Due To The Purchase Of Said New Right-Of-Way. In Addition, Adair County Will Compensate The Landowners \$ 50.00 Per Post For Each Additional Cornerpost/Bracepost Combination Needed To Construct The New Fence Because Of The Changes In The Fence Alignment Due To The New Construction As Determined By The Proposed Plans. Roll Call: Wedemeyer, aye; Twombly, aye; Shelley, aye; Hoadley, aye; and Walker, aye. Approved.

TITLE VI NON-DISCRIMINATION POLICY: Moved by Walker and seconded by Shelley to approve **Resolution #2022-09** – Adair County Title VI Non-Discrimination Policy. Be It Resolved That The Adair County Board Of Supervisors Continues To Endorse The Title VI Non-Discrimination Policy As Approved On September 26, 2012 And Filed With The Office Of Employee Services – Civil Rights Of The Iowa Department Of Transportation On October 3, 2012. This Policy Names Nick Kauffman, The Adair County Engineer, As The Person Responsible For Initiating And Monitoring Title VI Activities, Preparing Reports And Performing Other Responsibilities, As Required By 23 Code Of Federal Regulation (CFR) Part 200 And 49 CFR Part 21 For Adair County, LPA, (The Local Public Agency). Roll Call: Wedemeyer, aye; Twombly, aye; Shelley, aye; Hoadley, aye; and Walker, aye. Approved.

AUTHORIZING PERSONNEL TO ISSUE PERMITS RESOLUTION: Moved By Walker And Seconded by Twombly To Approve **Resolution #2021-10**– Authorizing Personnel To Issue Permits. WHEREAS, The Board Of Supervisors Is Empowered Under Authority Of Sections 321.1 Of The Code Of Iowa To Issue Permits For The Movements Of Machines, Vehicles, Or Loads, Or Combinations Thereof Which Exceed The Maximum Dimensions And/Or Weights Specified In Section 321.452 To 321.466 But Within Limitations Of Chapter 321E Upon Secondary Roads Under It's Jurisdiction, And, Whereas, It Is Important That Such Permits Be Issued By Persons Familiar With The Statutes And Regulations Relating To Such Permits And Also With Limitations Of The County's Roadways, Road Surfaces, And Structures Along The Selected Or Designated Routes, Now, Therefore Be It Resolved By The Adair County Board Of Supervisors That The Adair County Engineer, Nicholas N. Kauffman, And The Following Named Employees Of The Secondary Road Department (Sawyer Hansen, Kyle Jorgensen, And Janelle Meisenheimer) Be Authorized To Issue And Sign Special Permits For Movement Of Vehicles Of Excessive Size And Weight Upon Adair County Secondary Roads In Accordance Of Said Chapter 321E. Roll Call: Wedemeyer, aye; Twombly, aye; Shelley, aye; Hoadley, aye; and Walker, aye. Approved.

BRIDGE WEIGHT LIMIT RESOLUTION: Moved by Twombly and seconded by Hoadley to approve **Resolution #2022-11** – Whereas, Adair County has structurally repaired several bridges causing the bridge load limit posting to change, Now, Therefore Be It Resolved By The Adair County Board Of Supervisors On This 3rd day of January 2022 as provided in Sections 321.471, 321.472, Code of Iowa, to erect and/or maintain weight limit signs in advance of the following bridges located on the Federal Aid, Farm to Market, and Local Secondary Road Systems as follows:

Bridge ID	Weight Limit Posting	Bridge ID	Weight Limit Posting	Bridge ID	Weight Limit Posting
74 30 01 27	25	75 32 06 27	11	77 31 17 30	10

74 30 11 02	Closed
74 30 29 03	Closed
74 31 30 50	Closed
74 31 33 40	20
74 32 05 80	Closed
74 32 27 70	20
74 32 34 60	Legal
74 32 36 60	19
74 33 01 32	18
74 33 09 30	21
74 33 12 07	16
74 33 16 50	11
74 33 24 07	25
74 33 26 80	21
74 33 31 10	25
74 33 32 39	Closed
74 33 36 08	12
75 30 06 20	10
75 30 08 05	14
75 30 13 82	15
75 30 16 04	16
75 30 20 00	25
75 30 22 10	14
75 31 01 02	26
75 31 06 05	24
75 31 11 20	14
75 31 22 04	18
75 32 04 08	20

75 32 31 10	25
75 32 33 40	19
75 32 34 20	10
75 32 35 04	20
75 33 14 10	25
75 33 25 24	10
76 30 07 06	17
76 30 18 01	17
76 30 26 13	21
76 31 01 03	26
76 31 04 04	7
76 31 14 08	24
76 31 22 70	Closed
76 31 31 30	19
76 32 28 30	12
76 32 36 90	19
76 33 07 50	15
76 33 28 60	13
77 30 11 90	15
77 30 13 80	Legal
77 30 26 90	20
77 30 27 20	19
77 30 36 01	15
77 30 36 08	17
77 31 11 40	Legal
77 31 13 02	20
77 31 14 06	12
77 31 14 50	19

77 31 27 55	8
77 31 33 25	33
77 31 35 02	Legal
77 32 01 10	23
77 32 02 60	25
77 32 21 52	Legal
77 32 30 08	17
77 32 32 20	18
77 33 35 50	Closed

Roll Call: Wedemeyer, aye; Twombly, aye; Shelley, aye; Hoadley, aye; and Walker, aye. Approved.

ENGINEER: Activities and Maintenance Report – Engineer Kauffman gave an update to the Board on the following projects: Lake Road, M21 Walnut culvert replacement, out with snow Saturday and Sunday, and discussion of ice melt supply.

ADJOURNMENT: Moved by Twombly and seconded by Walker to adjourn at 9:43 a.m. Approved.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ Steve Shelley, Chairman

ATTEST: _____ Mandy Berg, Auditor