

November 27, 2024

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

Also present: Mandy Berg, Michael Christoffersen, Nick Rasmussen, Ruthie Smith, Melissa Larson, and Nick Kauffman. Jennifer Nichols – Atlantic News Telegraph, Ric Hansen – KJAN, Caleb Nelson – Adair County Free Press, and Mandy Billings – KSOM joined via phone conference.

All motions were approved unanimously unless noted otherwise.

MINUTES: Moved by Hoadley and seconded by Baier to approve the minutes from November 20, 2024. Approved.

CLAIMS: Moved by Twombly and seconded by Baier to approve the following claims:

Access Systems	Total Phone Care	\$352.20	Garden & Associates, Ltd	Set Section Corners L- Lrcbn35w--73-01	\$1,578.45
Adair Co Auditor	Tourism Labels	\$100.00		Parts	\$802.89
Adair Co Extension Serv	Ag Ext Summer Wage	\$7,000.00	Gatr Of Des Moines, Inc	Jail Garbage Hauling	\$120.00
Adair Co Health System	Jail Meals	\$2,400.00	Grantham Sanitation	2 Minnow Traps, Rv Antifreeze For Showerhouses	\$168.81
Adair Co Home Care	Local Public Health Services Grant	\$3,084.29	Greenfield Lumber Company	Antifreeze, Brushes, Zinc Compound, Threadlocker	\$125.73
Adair Co Recorder	Atv Registration For 2025	\$18.50	Greenfield True Value	Parts	\$1,014.32
Adair News, The	Bd Minutes	\$1,999.93	Hawkeye Truck Equipment	Jail Inservice	\$125.00
Agriland Fs Inc	Ethanol/ Diesel/ Other Supplies	\$54,916.09	Ia Law Enforcement Academy	Signs- Stock	\$6,334.00
Amazon Capital Services	Office Supplies	\$28.79	Ia Prison Industries	Pesticide License Renewal	\$15.00
Andreason, Shirley	General Election Worker	\$290.77	Idals, Pesticide Bureau	Work Comp Premium- November Pymt #6	\$3,471.00
Armstrong, Douglas	General Election Worker	\$272.01	Imwca	Computer Network Contract Base Charge	\$5,552.05
Arnold Motor Supply	2 Cup System Kit	\$131.70	Infomax Office Systems	Parts & Labor #506	\$10,505.74
Ascendance Trucks, Llc	Parts	\$978.01	Inland Truck Parts Co	2024 Isac New County Officer's School	\$900.00
Auxiant	Hra Ins Trust Claims	\$886.83	Isac	Food For Outreach	\$82.32
Bassett, Janet	General Election Worker	\$374.90	Johnston, Gwen	General Election Worker	\$341.48
Berg, Mandy	Mileage, General Election, Real Estate Conference	\$94.34	Jones, Shirley	Parts & Labor #177	\$1,006.22
	General Election Worker	\$307.65	Karl Chevrolet Of Stuart, Llc	General Election Worker	\$202.52
Bigsby, Kimberly Elaine	General Election Worker	\$307.65	Kelnhofer, Patti	Reimbursement For Pesticide Training	\$45.00
Bomgaars Supply Inc	Bolts, Nuts, Flat Washers	\$3.82	Kerber, Chris	Security Camera On Shop- Tornado	\$4,721.90
Burgmaier, Diane	General Election Worker	\$308.14	Kerry Northway	2 Holesun Rifle Sights	\$565.00
Central Ia Distributing Inc	Air Mover/ Toilet Cleaner	\$387.04	Kiesler's Police Supply, Inc	General Election Worker	\$322.09
Certified Power Inc Companies	Parts & Labor #503	\$571.84	Kralik, Janelle	Cylinder Rent	\$515.90
Chapman, Tawana	General Election Worker	\$288.76	Linde Gas & Equipment Inc	General Election Worker	\$184.17
Cintas	Uniforms, Mop & Mat Service	\$96.66	Mackrill, Grace	General Election Worker	\$304.04
Crall, Cheryl	General Election Worker	\$115.46	Mccall, Diane	Internet November 2024	\$346.90
Creston Publishing Company	Ad Dodge Pickup Bids	\$20.00	Mediacom	General Election Worker	\$302.83
Crisis Intervention & Advocacy Center (Ciac)	Child Abuse Prevention Grant	\$718.68	Miller, Douglas	2025 County Membership Dues	\$450.00
Dallas County	Prisoner Care & Keep, Meds 5 Inmates	\$1,235.96	Naco	General Election Worker	\$170.36
Daughenbaugh, Cole	Tires & Tubes/ Tire Labor	\$2,540.00	Negley, Raymond	General Election Worker	\$271.34
Daughenbaugh, Sara	General Election Worker	\$150.67	Noland, Teresa	Office Supplies	\$570.50
Derry, Jacob	General Election Worker	\$321.98	Odp Business Solutions, Llc	Tj Payment November 2024	\$440.45
Dickinson, Dan	General Election Worker	\$315.35	Orient City	Medical Examiner Fees	\$150.00
Dickinson, Sheryl	General Election Worker	\$315.35	Pearson Do, Timothy C	Postage Meter Rent	\$174.84
Dinkla, Romonia	General Election Worker	\$389.66	Pitney Bowes Rental Charges	General Election Worker	\$150.67
Don Carlos Insurance	Fidelity Public Employee Bond	\$1,983.00	Plowman, Carol	Medical Examiner Fees	\$284.77
Don Carlos, Lynne M	General Election Worker	\$160.67	Polk Co Treasurer	Postage Stamps	\$292.00
Dunkerson, Joanne	General Election Worker	\$169.02	Postmaster	General Election Worker	\$58.40
Eblen, Jacqueline	General Election Worker	\$152.01	Quam, Shelly Kay	Mileage For General Election	\$368.67
Eddy, Kim	General Election Worker	\$150.67	Reed, Nathan	General Election Worker	\$312.75
Edsall, Carolyn	Va Mileage	\$119.35	Rohrig, Katherine	Maintenance Rock/ Shoulder Rock	\$44,093.77
Ehler, Jonathan	Pesticide Training, Meals For Ccpoa	\$65.71	Schildberg Const Co Inc	Medical Examiner Transport	\$725.00
Fastenal Company	Chest Waders	\$195.45	Schmidt Family Funeral Home, Llc	Vent Cap For Heater At Shop	\$85.04
Feazell, George	General Election Worker	\$362.96	Schultz Plumbing And Heating	General Election Worker	\$124.02
Ford, Angie	General Election Worker	\$224.20	Scott, Marjorie	General Election Worker	\$199.84
Fox Welding Co	Box Culvert Supplies/ Labor #314 Replacement Check	\$250.15	Smith, Ashley	General Election Worker	\$199.84
Freeland, Gary	General Election Worker	\$358.90	Smith, Ruthie	Seminar Mileage	\$66.60
Frese, Pam	General Election Worker	\$204.38			
Frese, Stan	General Election Worker	\$358.92			

Tindle, Debra	General Election Worker	\$278.71	Wallace, Jenice	General Election Worker	\$150.67
Us Cellular	Backup Internet	\$612.36	Ward, John L.	General Election Worker	\$297.47
Vandewater, Larry Joe	General Election Worker	\$176.80	Wedemeyer, Renae	General Election Worker	\$328.02
Verizon Wireless Bellevue	Cellular Phone Service	\$558.95	Whitmore, Maxine	General Election Worker	\$352.13
Visa	Google Workspace	\$15.40	Wood, Patsy	General Election Worker	\$304.84
Walker, Jeff	Parts & Labor #641	\$3,545.00	Woosley, Timber	Election Mileage	\$43.15
Wallace Auto Supply Co	Impact Socket, Power Service Diesel	\$24.48	Ziegler Inc	Parts/ Labor/ Filters	\$12,066.66
				Grand Total	\$193,167.79

0001 - GENERAL FUND	\$27,787.75
0002 - GENERAL SUPPLEMENTAL	\$12,285.61
0011 - RURAL SERVICES	\$1,725.15
0020 - SECONDARY ROAD	\$150,482.45
8500 - ADAIR COUNTY INSURANCE TRUST	\$886.83
GRAND TOTAL	\$193,167.79

Approved.

CHILD ABUSE PREVENTION GRANT DRAW DOWN: Moved by Wedemeyer and seconded by Hoadley for Auditor Berg, as contract administrator, to sign the Child Abuse Grant Draw Down. Approved.

WINDSTREAM SERVICE AGREEMENT: Moved by Hoadley and seconded by Baier to sign the updated service agreement with Windstream to include the additional build out cost of \$7,000. Approved.

ATTORNEY: Melissa Larson, County Attorney, would like to post job openings for the paralegal/victim witness coordinator and legal assistant positions. Both positions will stay part-time and the pay rate would remain the same. Moved by Wedemeyer and seconded by Baier to allow Attorney Larson to post both job openings and proceed with filling the vacancies. Approved. Larson also discussed designating her position as full-time in the future. With spending 50 to 60 hours per week on County business, Larson doesn't have much time for her private practice. She will still need some time to finish up some estates, but would like to discuss this prior to the budget season. Larson distributed a breakdown of some of the additional expenses and costs that would come with this. She would like to stay in the building she currently is in. Larson believes that this would be what is best for the County and would allow her to focus solely on County business. She can come back with more detailed information if the Board would like and if this is done by the end of the fiscal year, her election cycle would not be changed. The Board asked about the need for a full-time assistant attorney and Larson believed that it wouldn't be needed unless her case load goes way up. Twombly stated that in the past he has been concerned about her having to run for election every four years and if she was full-time, she would no longer have a private practice to go back to. Larson stated that she hated to close a private practice in the area with so few being here, but with that said, it wouldn't as hard to build that practice back up if she were not re-elected. Hoadley wondered where we stand wage wise as a part-time vs full-time attorney. Larson stated her salary is based off of 35 hours a week not, but is not asking for a \$20,000 wage increase. It is good timing because it can be taken to the compensation board now who can recommend a part-time and full-time wage. Wedemeyer would make the decision sooner rather than later so it can be budgeted for. The Board would like Larson to get the numbers and resolution to Auditor Berg and then the Board can make a decision after the compensation Board recommends salaries. Larson exited at 9:18 a.m.

ENGINEER: Award Resolution – Moved by Twombly and seconded by Baier to approve **Resolution #2024-55** – Award of Bid for Project L-LBRN7E-73-01 170th St.: - This project includes the replacement of the existing 80' x 20' bridge structure with a new 130' x 24'-0 continuous, concrete slab bridge. This project also includes approach roadway grading, bank stabilization with revetment, granular surfacing, and rural seeding. BE IT RESOLVED, by the Adair County Board of Supervisors, as follows: Section 1.: That bid for L-LBRN7E-73-01 be awarded to the low bidder, HERBERGER CONSTRUCTION CO., INC., INDIANOLA, IA for the total cost of \$760,838.80. Section 2: That the chair be authorized to sign the contract documents on behalf of the board. Section 3: That this resolution shall take effect immediately. Roll Call Vote: Walker, aye; Hoadley, aye; Baier, aye; Wedemeyer, aye; and Twombly, aye. Approved. **ROW Contract** – Moved by Baier and seconded by Wedemeyer to approve the ROW contracts for the W12 Harrison Culvert Project L-LRCBW12H—73-01 with Jeff and Jackie Gordon Trust for \$404.05 for permanent and temporary in Section 11 and \$151.32 for \$151.32 in Section 12. Approved. **Front Page** – Moved by Hoadley and seconded by Twombly to sign the Front Page of IN6 Summerset Bridge Plans L-LBRIN6S—73-01. Approved. **Maintenance & Activities Report** – Engineer Kauffman gave an update to the Board on the following projects: Murphy grout on Washington 15 culvert project, done with concrete crushing, hauling rock, blading, and mowing, shop building repairs completed except for overhead doors, city shop across street is mostly done, insurance claims, had Hungry Canyons meeting on Friday, discussed leak on Vinton avenue. Jeff Vandewater entered at 9:24 a.m. Kauffman exited at 9:28 a.m.

AUDITOR: Transfer Resolution – Moved by Hoadley and seconded by Baier to approve **Resolution #2024-56** – Transfers FY2025. BE IT RESOLVED by the Adair County Board of Supervisors to direct the Adair County Auditor to transfer \$33,534.00 from the NW Wind Farm UR Debt Service Fund (0032) to the General Fund (0001) for TIF Project Expenditures incurred and certified as debt in November 2023. Roll Call Vote: Walker, aye; Baier, aye; Hoadley, aye; Twombly, aye; and Wedemeyer, aye. Approved. **Internal Advance Resolution** – Moved by Baier and seconded by Hoadley to approve **Resolution #2024-57** – A Resolution Authorizing An Internal Advance To The Capital Projects Fund. WHEREAS, the County of

Adair, Iowa (the "County"), has established the NW Wind Farm Urban Renewal Area (the "Urban Renewal Area") and has established the NW Wind Farm Urban Renewal Area Tax Increment Revenue Fund (the "Tax Increment Fund") in connection therewith; and WHEREAS, the County has undertaken various urban renewal projects (the "Projects") within the Urban Renewal Area and the immediate costs for said Projects are as follows: 1. Midwest Partnership for Economic Development services. Invoices total as follows for the period November 2023 through November 2024: General Fund - \$33,534.00, 2. GO Bond, Series 2024. Invoices total as follows for the period November 2023 through November 2024: General Fund - \$55,638.01. 3. Paying Agent Fees: General Fund - \$1,500.00. WHEREAS, in order to make the costs of the Projects eligible to be paid from future incremental property tax revenues, it is necessary to facilitate internal advances of funds; NOW, THEREFORE, IT IS RESOLVED by the Board of Supervisors of the County of Adair, Iowa, as follows: SECTION 1. It is hereby directed that an amount not to exceed ninety thousand six hundred seventy two dollars and 01/100 Dollars (\$90,672.01) be advanced to the Capital Projects Fund from the County's General Fund (the "General Fund Advance") in order to pay the costs of the Projects. The General Fund Advance (the "Advance") will be repaid to the General Fund, out of future incremental property tax revenues received into the Tax Increment Fund. SECTION 2. A copy of this Resolution shall be filed with the office of the County Auditor of Adair County, Iowa to evidence the Advances. Pursuant to Section 403.19 of the Code of Iowa, the County Auditor is hereby directed to certify, no later than December 1, 2023, the original, aggregate amount of the Advances as provided for herein. SECTION 3. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict. Roll Call Vote: Walker, aye; Baier, aye; Hoadley, aye; Twombly, aye; and Wedemeyer, aye. Approved. **TIF Indebtedness Certification** – Auditor Berg presented the TIF Indebtedness Certification and TIF dollar request for FY25. Moved by Wedemeyer and seconded by Twombly to approve the TIF Indebtedness Certification and to file with the County Auditor. Approved. **Urban Renewal Report** – Auditor Berg went over the FY24 Annual Urban Renewal Report. Moved by Twombly and seconded by Hoadley for Auditor Berg to file the FY24 Annual Urban Renewal Report with the State. Approved. **IT Assessment** – Auditor Berg stated that County continues to have some customer service issues with their current IT vendor. Access has contacted Berg to do a Network Assessment. This would provide the County with information of all of the County's Network to see where we are currently and this information could be used going forward when finding a different IT solution. The cost would be a one-time fee of \$500.00. Moved by Twombly and seconded by Hoadley to approve moving forward with the Network Assessment from Access Systems. Approved.

ADJOURNMENT: Moved by Twombly and seconded by Hoadley to adjourn at 9:51 a.m. Approved.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ Jerry Walker, Chair

ATTEST: _____ Mandy Berg, Auditor