

June 30, 2026

Board members present for regular session at 9:00 a.m. were: Christoffersen, Baier, Hoadley, Walker, and Wedemeyer. Also present: Ruthie Smith and Tony Mensing. Mandy Billings – KSOM joined via conference call.

All motions were approved unanimously unless noted otherwise.

APPROVAL OF AGENDA: Moved by Hoadley and seconded by Baier to approve the agenda as posted. Approved.

MINUTES: Moved by Christoffersen and seconded by Baier to approve the minutes from June 24, 2026. Approved.

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

21st Century Cooperative	Preference Chemical	\$101.06	Larson, Melissa	Mileage	\$249.20
Ace Hardware Greenfield	Stihl String Trimmer	\$743.50	Linde Gas & Equipment Inc	Monthly Cylinder Rent	\$455.50
Ahlers & Cooney P.C.	Labor Relations	\$800.00	Marquardt Electric Llc	Wire, Lights, Conduit, Panel,	\$26,277.74
Alere Toxicology Services, Inc	Pre-Employment Testing	\$33.80	Mediacom	Telephone & Internet	\$49.10
Amazon Capital Services	Courthouse Table Cloth, Seasonal	\$164.27	Meisenheimer, Janelle	Mileage	\$44.10
Bauer Built Inc	Tires/Patrol Vehicles	\$1,953.96	Midwest-Wheel Companies	Parts #641	\$319.09
Blacktop Service Company	Asphalt Pad In Front Of Salt/Sand	\$35,550.00	Mitchell, Kelly	2026 Summer School Mileage	\$109.76
Bohling, Elaine A.	Primary Election Mileage	\$2.80	Norsolv Systems Environmental	Parts Washer Serviced	\$255.95
Bomgaars Supply Inc	Hose Clamps; Spray Wands;	\$121.93	Northland Products Co	Oil & Other Equipment Supplies	\$7,087.00
Boyd Appliance Center Inc	2 Ac Units	\$958.00	Olesen, Willard	Primary Election Mileage	\$16.80
Bridgewater Tires & More	Side By Side Tires	\$714.00	Osberg, John	Primary Election Mileage	\$28.00
Central Ia Distributing Inc	Mat, Custodial Supply	\$861.00	Perkey, Emma	Mileage To Ilea Telecommunicator	\$439.60
Cintas	Uniforms, Mop & Mat Service	\$46.91	Point To Point Consulting	Deputy - Equip Lights	\$3,265.55
Election Source	I Voted Stickers	\$70.35	Schildberg Const Co Inc	Rock - Lo, Middle River, Mt	\$4,039.76
Govco Inc	L-Lbrn27I--73-01 N27 Lincoln	\$14,031.84	Secure Shred Solutions	Paper Shredding	\$68.00
Greenfield Lumber Company	Minor Equipment	\$1,764.96	Sickles Lawn Care	Mowing Greenfield Yard 11 X \$35	\$385.00
Gus Construction Co Inc.	Lfm-Lrcbw26p--7x-01 W26 Prussia	\$11,541.52	Sprayer Specialties Inc	300 Gallon Sprayer Cradle/Hose	\$12,071.55
Guthrie County Sheriff's Office	Service Of Process - Guthrie	\$101.90	Sundown Equipment, Llc	Kubota Mower	\$14,700.00
Hgm Associates Inc	L-Lbrn23r--73-01 Richland N 23	\$2,116.00	Visa	Truck Bed Liner	\$135.99
Hotel Greenfield	Victim/Witness Stay For	\$136.00	Warrior, Tyler	Mowing Bridgewater Yard 8 X \$20	\$160.00
Icaa	Attorney Spring Conference	\$370.00	Windstream	Telephone Utility	\$440.22
Jensen, Randall	Pest Control -Shop And Office	\$248.00	Ziegler Inc	Parts	\$236.84
Karl Emergency Vehicles	Radio & Emergency Upfit On 2026	\$4,320.08		GRAND TOTAL	\$147,586.63

0001 - GENERAL FUND	\$36,769.64
0002 - GENERAL SUPPLEMENTAL	\$117.95
0011 - RURAL SERVICES	\$12,071.55
0020 - SECONDARY ROAD	\$44,660.39
0021 - LOCAL OPTION SALES TAX	\$11,541.52
1520 - NW WIND FARM UR CAPITAL PROJECT FUND	\$16,147.84
1599 - MISC CAPITAL PROJECTS	\$26,277.74
GRAND TOTAL	\$147,586.63

Approved.

FY27 FISCAL YEAR WAGES: Moved by Wedemeyer and seconded by Hoadley to approve the following FY27 fiscal year wages.

		Title/Department	FY27 Wages	
SUPERVISORS				
Baier	Nathan	Supervisor	\$33,051.34	\$1200.00 extra chair pay
Christoffersen	Michael	Supervisor	\$33,051.34	
Hoadley	Jodie	Supervisor	\$33,051.34	
Walker	Jerry	Supervisor	\$33,051.34	
Wedemeyer	Matthew	Supervisor	\$33,051.34	
AUDITOR				
Smith	Ruth	Auditor	\$75,929.64	add'l .25 longevity
Reed	Nathan	Elections Deputy 74%	\$56,187.93	
Woosley	Timber	Deputy Auditor 85%	\$64,540.19	
TREASURER				
Bradley	Dee	Treasuer Clerk 65%	\$49,354.27	add'l .35 longevity
Kerber	Marilee	Deputy Treasurer 85%	\$64,540.19	
Stevens	Susan	Treasurer Clerk-72%	\$54,669.34	
Wallace	Brenda	Treasurer	\$75,929.64	
ATTORNEY				
Larson	Melissa	County Attorney	\$107,010.13	

Griffith	Nellie	Paralegal	\$28.78	
Buckner	Kara	Legal Assistant	\$24.67	
SHERIFF'S DEPARTMENT				
Algreen	Michael	Sheriff Deputy 85%	\$92,977.94	add'l .35 longevity
Armstrong	Payton	Sheriff Dispatcher	\$27.76	
DeFrancisco	Tyler	Sheriff Deputy 85%	\$92,977.94	add'l .25 longevity
Ford	Douglas	Sheriff Dispatcher	\$30.78	.45 longevity included
Fry	Hunter	Sheriff Deputy 80%	\$87,508.65	
Hoakison	Dana	Sheriff Dispatcher	\$30.68	.35 longevity included
Holmes	Polly	Sheriff Dispatcher	\$30.68	.35 longevity included
Mueller	Stacy	Sheriff Dispatcher	\$27.76	
Ingwers	Jacob	Sheriff Dispatcher	\$30.68	.35 longevity included
Ingwers	Nadine	Sheriff Disp/Civil Clerk	\$35.60	.65 longevity included
Perkey	Emma	Sheriff Dispatcher	\$26.73	
Rice	Gwendi	Sheriff Dispatcher	\$27.76	
Stofer	Michael	Sheriff Deputy 85%	\$92,977.94	add'l .25 longevity
Tipling	William	Sheriff Deputy 85%	\$92,977.94	add'l .25 longevity
Vandewater	Jeff	Sheriff	\$109,385.81	
RECORDER				
Dolan	Mandy	Deputy Recorder 85%	\$64,540.19	add'l .65 longevity
Mitchell	Kelly	Recorder	\$75,929.64	
Raper	Joni	Recorder PT Help/E911	\$19.87	.35 longevity included
SECONDARY ROADS DEPARTMENT				
Barkley	Mason	Road Crew	\$27.68	
Bauer	Alex	Road Crew	\$28.03	.35 longevity included
Carns	Clark	Road Crew	\$27.93	.25 longevity included
Comstock	Adam	Road Crew	\$37.22	.35 longevity included
Cooper	Bradley	Road Crew	\$27.93	.25 longevity included
Corder	Travis	Road Crew	\$27.68	
Cormeny	Troy	Road Crew	\$27.93	.25 longevity included
Erickson	William	Road Crew	\$27.93	.25 longevity included
Fletcher	Tracy	Road Crew	\$30.03	.35 longevity included
Gebhart	Bret	Road Crew	\$27.68	
Ghale	Floyd	Road Crew	\$27.68	
Hansen	Sawyer	Assistant to Engineer	\$45.30	.35 longevity included
Hosfelt	Angela	Office Manager	\$32.38	
Huddleson	Evan	Road Crew	\$27.68	
Jeanes	Bobby	Road Crew	\$27.93	.25 longevity included
Jensen	Nathan	Weed Commissioner	\$29.09	.35 longevity included
Kauffman	Nicholas	Engineer	\$168,892.15	50,667.65 add'l Sharing Pay
McFarland	Lance	Road Crew	\$27.68	
Meisenheimer	Janelle	2nd Roads Clerk	\$25.58	.75 longevity included
Meisenheimer	Luke	Road Crew	\$27.93	.25 longevity included
Metzger	Gary	Road Crew	\$28.43	.75 longevity included
Millsagle	Eric	Road Crew	\$27.68	
Paxton	Rick	Road Crew	\$28.33	.65 longevity included
Pickrell	Kevin	Engineer Tech/Safety	\$32.77	
Sickles	Dean	Road Crew	\$27.93	.25 longevity included
Spieker	Christopher	Road Crew	\$27.93	.25 longevity included
Stanley	Elijah	Road Crew	\$27.68	
Stewart	Lee	Road Crew	\$28.33	.65 longevity included
Venteicher	Kurt	Asst Weed Commissioner	\$27.93	.25 longevity included
Williams	Barry	Road Crew	\$28.03	.35 longevity included
Woosley	Adam	Mechanic	\$32.53	.35 longevity included
Zimmerline	Jade	Road Crew	\$28.03	.35 longevity included
VETERAN'S AFFAIRS				
Ashmore	Lee	VA Commissioner	\$60.00/per mtg	
Johnston	Gwen	VA Director	\$26.41	.25 longevity included
Jorgensen	Harold	VA Commissioner	\$60.00/per mtg	
Schildberg	John	VA Clerk		
		VA Commissioner	\$60.00/per mtg	

CONSERVATION

Ehler	Jonathan	Conservation Officer	\$33.48	.55 longevity included
Johnson	Dominic	Conservation Director	\$76,096.00	add'l .25 longevity
		Conservation/Maint		
Kerber	Chris	Tech	\$29.72	.45 longevity included
Schubert	Ashlynn	Conservation Seasonal	\$16.00	
Schubert	Treighton	Conservation Seasonal	\$15.00	
		Conservation PT		
Olson	Lynette	Clerical	\$18.79	.25 longevity included

CUSTODIAN

Wallace	Rich	On Call Custodian	\$24.37	
Lantz	Mark	On Call Custodian	\$20.56	
Roberts	Scott	Custodian	\$24.47	

ASSESSOR

Frederick	Ryan	Assessor Board	\$115.00/per day	
Mathiews	Larry	Assessor Board	\$115.00/per day	
Lett	James	Assessor Clerk 75%	\$63,317.00	
Martin	Joseph	Assessor Clerk 64%	\$25.88	
Warrior	Tiffany	Assessor	\$84,422.00	add'l .35 longevity
Wedemeyer	Judy	Assessor Board	\$115.00/per day	

TOWNSHIP CLERKS

Barrett	David	Township Clerk	\$40.00/per mtg	
Bauer	Abygail	Township Clerk	\$40.00/per mtg	
Belden	Ron	Township Clerk	\$40.00/per mtg	
Christoffersen	Randy	Township Clerk	\$40.00/per mtg	
Frederick	Julia	Township Clerk	\$40.00/per mtg	
Grubbs	Lorene	Township Clerk	\$40.00/per mtg	
Hopf	Evelyn	Township Clerk	\$40.00/per mtg	
Jorgensen	Jeannette	Township Clerk	\$40.00/per mtg	
Wedemeyer	Judy	Township Clerk	\$40.00/per mtg	
Bower	Diana	Township Clerk	\$40.00/per mtg	
Luers	Rebecca	Township Clerk	\$40.00/per mtg	
Sheeder	Mike	Township Clerk	\$40.00/per mtg	
McCall	Diane	Township Clerk	\$40.00/per mtg	
Pickrell	Amanda	Township Clerk	\$40.00/per mtg	
Dolch	Molly	Township Clerk	\$40.00/per mtg	
Skellenger	Douglas	Township Clerk	\$40.00/per mtg	
Standley	Brenda	Township Clerk	\$40.00/per mtg	

PRECINCT ELECTION OFFICIALS

Election Chairs	\$16.00/hour	Election Chairman
Election Workers	\$15.00/hr	Election Workers

* indicates 2.00 leader pay included

@indicates 2.50 mechanic pay included

Approved.

UTILITES & POSTAGE RESOLUTION: Moved by Baier and seconded by Hoadley to approve **Resolution # 2026-38** - Payment Of Utilities And Postage Claims. Whereas, Chapter 331.506, Code of Iowa, allows the payment of postage and utility claims without prior board approval; Therefore, be it resolved by the Adair County Board of Supervisors, that the Adair County Auditor is authorized to prepare warrants for postage and utility claims for county departments, without prior board approval for FY27. Roll Call Vote: Walker, aye; Christoffersen, aye; Wedemeyer, aye; Baier, aye; Hoadley, aye. Approved.

APPROPRIATIONS RESOLUTION: Moved by Wedemeyer and seconded by Baier to approve **Resolution # 2026-39** – Appropriations. . WHEREAS, it is desired to make appropriations for each of the different officers and departments for FY2027, in accordance with Section 331.434, subsection 6, Code of Iowa. NOW THEREFORE, be it resolved by the Adair County Board of Supervisors as follows: Section 1. The amounts itemized by department or office on the attached schedule are hereby appropriated to the department or office listed. Section 2. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations from the fund, effective July 1, 2026. Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to the resolution. Section 4. If at any time during the FY27 budget year the Auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, she shall immediately so inform the Board of Supervisors and recommend appropriate corrective action. Section 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto and

unencumbered balance. The Auditor shall report the status of each account to the applicable department and officer at least quarterly during the fiscal year. Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business on June 30, 2027.

FY2027 Appropriations		
1	Board	\$1,049,339
2	Auditor	\$425,782
3	Treasurer	\$405,852
4	Attorney	\$336,864
5	Sheriff	\$2,381,994
6	Clerk of Court	\$35,250
7	Recorder	\$257,040
19	Roadside Management	\$169,392
20	Engineer	\$20,715,876
21	Veterans Affairs	\$96,581
22	Conservation	\$476,716
0023-22	REAP	\$0
0027-22	Conservation Land Acq	\$51,500

23	Health Board	\$95,000
24	Weed	\$84,481
25	General Relief	\$13,000
26	DHS	\$19,300
28	Medical Examiner	\$35,000
33	County Library	\$50,026
34	Historical	\$5,000
51	General Services	\$171,377
52	Data Processing	\$167,750
53	Safety Only	\$26,048
54	911 Only	\$3,639
60	Mental Health	\$23,500
99	Non-Departmental	\$4,764,973
	Total	\$31,861,280

Roll Call Vote: Walker, aye; Christoffersen, aye; Wedemeyer, aye; Baier, aye; Hoadley, aye. Approved.

TRANSFER RESOLUTION: Moved by Christoffersen and seconded by Hoadley to approve **Resolution # 2026-40** – Transfers FY 2027. BE IT RESOLVED by the Adair County Board of Supervisors to direct the Adair County Auditor to transfer \$1,600,000 from the Rural Basic Fund to the Secondary Road Fund during fiscal year 2027; BE IT RESOLVED by the Adair County Board of Supervisors to direct the Adair County Auditor to transfer \$0 from the General Fund to the Secondary Road Fund during fiscal year 2027; Roll Call Vote: Walker, aye; Christoffersen, aye; Baier, aye; Wedemeyer, aye; Hoadley, aye. Approved.

RECORDS DESTROY RESOLUTION: Moved by Baier and seconded by Hoadley to approve **Resolution # 2026-41** - The following is a list of records, which are to be destroyed in accordance with Iowa Code and/or the recommendation from the Auditor Retention Guide and as authorized by the Adair County Board of Supervisors on June 30, 2026. County records included are:

RECORDS TO BE DESTROYED

Claims (including Engineer's) through 6/2022
Claim Register through 6/2014
Warrants/Checks through 6/2022
Warrant Register/Check Register through 6/2014
Bid Records through 6/2014
Leases and Contracts through 6/2014
Liquor License through 6/2021
Cigarette and Tobacco Permits through 6/2019
Payroll time cards through 6/2021
Misc. receipts through 6/2022
General ledger through 6/2014
Expenditure & revenue ledgers through 6/2018
Closed Session Tapes through 6/2014
Transfer Books through 6/2019
Treasurer's Semi-Annual Report through 6/2022
Monthly Reports through 6/2022
Veteran Affairs Quarterly Reports 6/2017
General Assistance Files 6/2017
Proof of Publication through 6/2021
Assessment Rolls through 6/2019
941 Quarterly Report through 6/2019
1099 through 6/2019
Mental Health Copies for Claims thru 6/2017
Official Bonds for County Officers thru 6/2018
Insurance Policies through 6/2019
Budget Worksheets through 6/2014
Board Handwritten Minutes thru 6/2014
Returned Homestead and Military disallowances through 6/2022

RECOMMENDED RETENTION RECORDS AFTER FY2025 AUDIT

2 yr
10 yr
2 yr
10 yr
10 yr
10 yr
3 yr
5 yr
3 yr
1 yr
10 yr
5 yr
10 yr
5 yr
1 yr
1 yr
7 yr
7 yr
3 yr
5 yr
5 yr
5 yr
7 yr
6 yr
5 yr
Administrative & legal values ended.
Administrative & legal values ended.
Administrative & legal values ended.

Roll Call Vote: Walker, aye; Christoffersen, aye; Baier, aye; Hoadley, aye; Wedemeyer, aye. Approved.

CHANGING FIXED ASSET CAPITALIZATION POLICY RESOLUTION: Moved by Wedemeyer and seconded by Baier to approve **Resolution # 2026-42** – Effective: July 1, 2026 Whereas, \$5,000.00 is the current value for capitalizing Adair County fixed assets for financial reporting purposes; and Whereas, the Government Finance and Accounting organization approved a recommended practice, “Establishing Appropriate Capitalization Thresholds for Tangible Capital Assets,” that states in no case should a government establish a capitalization of not less than \$10,000.00 for any individual item; and Whereas, increasing the capitalization policy aligns with the Federal Equipment threshold; and Whereas, Adair County will continue to account for and maintain control of non-capitalized assets at the department level through annual inventories and insurance reporting. Therefore it be resolved that the current capitalization policy of \$5,000.00 for fixed assets be increased to \$10,000.00 for general fixed asset equipment; \$65,000.00 for land and buildings; \$65,000.00 for infrastructure, SBITA, leased assets, and intangibles assets. Roll Call Vote: Walker, aye; Christoffersen, aye; Baier, aye; Hoadley, aye; Wedemeyer, aye. Approved.

NON-CAPITAL FIXED ASSET POLICY: Moved by Baier and seconded by Hoadley to raise the non-capital fixed asset policy from \$500.00 to \$1,000 effective July 1, 2026. Approved.

VETERANS' AFFAIRS APPOINTMENT: Moved by Baier and seconded by Hoadley to re-appoint John Schildberg to the Veterans' Affairs Commission for a three-year term. Approved.

NICK KAUFFMAN, ENGINEER: Benefit Policy Change: Engineer Kauffman stated that they had added language to the policy per the County Attorney's suggestion. Moved by Hoadley and seconded by Christoffersen to approve the Secondary Roads Benefits Policy. Approved. **Sign Final Voucher:** Moved by Baier and seconded by Christoffersen to approve and sign the final voucher for the W26 Prussia RCB Culvert Project LFM-LRCBW26P—7X-01. Approved. Moved by Hoadley and seconded by Wedemeyer to approve and sign the final voucher for the N27 Lincoln Bridge Project L-LBRN27L—73-01. Approved. **Maintenance & Activities Report:** Engineer Kauffman updates on the following projects. He reported crews have moved to the W18 Harrison project to maintain public access and they expect to receive a new motor grader the following week. County crews continue work on the N27 bridge and have completed most storm damage repairs in Washington Township, with one location remaining. Engineer Kauffman stated Blacktop Services is expected to begin work at the Secondary Roads shop, replacing the damaged concrete pad. Grimes Asphalt plans to begin milling work next week on the Casey/Rose Acres project, and the county has requested that the road remain open during Casey Fun Days. He also reported the W36 project is currently anticipated to begin in March.

ADJOURNMENT: Moved by Baier and seconded by Christoffersen to adjourn at 9:26 a.m. Approved.

ADAIR COUNTY BOARD OF SUPERVISORS: _____ Jerry Walker, Chair

ATTEST: _____ Ruthie Smith, Auditor