

March 5, 2019

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The Dallas County Board of Supervisors met in regular session pursuant to board rules with Chairman Mark Hanson, Supervisor Kim Chapman and Supervisor Brad Golightly present. Others present: Chuck Sinnard – DC Attorney, Rob Tietz – Operations Director, Todd Noah – IS Director, Melinda Harney – Administrative Assistant, Lance Kramer DC Auditor Office, Mike Wallace – Conservation Director, Jerry Purdy – Design Alliance, Joe Cerwinske – Raccoon Valley Radio, Jim Caufield – The Perry News, and Allison Ullmann – DC News.

**Item 1:** Call to Order - Chairman Hanson called the meeting to order at 9:30 a.m.

**Item 2:** Approve Agenda - Motion by Chapman and seconded by Golightly to approve the agenda as presented. All ayes. Motion carried

**Item 3:** Open Forum – None

**Item 4:** Consent Agenda

- A) Payroll & Disbursements from 3/1/19
- B) Receive Departmental Report  
Ortonville Lagoon January 2019
- C) Manure Management Report  
Adel Pork, Dallas Twp
- D) Liquor License Renewal  
Des Moines West KOA

Motion by Golightly and seconded by Chapman to approve the consent agenda. All ayes. Motion carried.

**Item 5:** Disc/Action Re: Supervisors Minutes from 2/26/19 - Motion made by Chapman and seconded by Golightly to approve the minutes as presented. All ayes. Motion carried.

**Item 6:** Disc/Action Re: (A) Payroll Change Notices & (B) Pay Plan Update

(A) Payroll Change Notices

Treasurer – Payroll change promotion Lisa Pentico from DL Sr. Clerk to DL Office Manager, no money adjustment

Payroll change promotion Chris Chapman from Sr. Tax Clerk to Tax Office Manager, no money adjustment

Payroll change promotion Heather Smith from Sr. Motor Vehicle Clerk to MV Office Manager, no money adjustment

Sheriff - Payroll change pursuant to union contract Adam Kriener from \$18.74 to \$19.55

Payroll change pursuant to union contract Dwight Stearns from \$20.50 to \$21.39

Payroll change pursuant to union contract Caitlin Caldwell-Burt from \$19.64 to \$20.49

Payroll change pursuant to union contract Amy Johnson from \$17.68 to \$18.74

Motion by Golightly and seconded by Chapman to receive and file promotion for Suzanne Hegarty to Public Health Director. All ayes. Motion carried.

Motion by Chapman and seconded by Golightly to approve Sheriff Payroll changes as submitted. All ayes. Motion carried.

Motion by Golightly and seconded by Hanson to approve remaining payroll changes as submitted.

Kim Chapman stated that the Board needs to take action on approving the new Office Manager positions in the pay plan before acting on payroll changes.

Golightly withdrew motion to approve remaining payroll changes as submitted and Hanson withdrew seconded.

(B) Pay Plan Update

Rob Tietz explained the updated positions within the pay plan.

Motion by Golightly and seconded by Chapman to add Office Manager Positions to the pay plan and approve pay plan updates. All ayes. Motion carried.

Motion Golightly by and Seconded by Hanson to approve Payroll change presented for Treasurer. Golightly and Hanson Aye and Chapman Nay. Motion Carried.

**Item 7:** Disc/Action Re: LEC Update

- A) Pay Application #13
  - 1. Samuels Group
  - 2. Midwest Masonry

3. Edge Commercial
4. Central States Roofing
5. L.A. Fulton & Sons
6. Van Maanen

Motion by Chapman and seconded by Golightly to approve Pay Application 13 in the amount of \$572,830.34. All ayes. Motion carried.

**Item 8:** Disc/Action Re: Trinity Construction Pay Application #2 – Courthouse Renovation Project  
Motion by Golightly and seconded by Chapman to approve Pay Application 2 in the amount of \$48,260.00. All ayes. Motion carried.

**Item 9:** Disc/Action Re: Sheriff's Office Vehicle Purchase Requests  
Motion by Chapman and seconded by Golightly to approve Sheriff's Office Vehicle Purchase Requests as presented and authorize chair to sign. All ayes. Motion carried.

**Item 10:** Disc/Action Re: Resolution 2019-0026 & 2019-0027 City of West Des Moines Wetland Credit Allocations  
No action on Resolution 2019-0026. Mr. Wallace stated that the City of West Des Moines wanted to withdraw their request at this time.

Motion by Golightly and seconded by Chapman to approve Resolution 2019-0027. All ayes. Motion carried.

**RESOLUTION 2019-0027**

**WHEREAS,** The County of Dallas County has invested through the Dallas County Conservation Board in development of wetland acres to be used as a Wetland Mitigation Bank Area; and

**WHEREAS,** There are Wetland Mitigation credits available; and

**WHEREAS,** The City of West Des Moines has requested to allocate 5.93 acres previously purchased for wetland mitigation for project #CEMVR-OD-P-2017-332.

**NOW THEREFORE BE IT RESOLVED** that the Dallas County Board of Supervisors approve the allocation of 5.93 acres to the City of West Des Moines and such credits are subject to the established procedures in the adopted Voas Mitigation Bank sale of Credits procedure document.

<b>AYE</b> Mark A. Hanson, Chairman Brad Golightly, Member Kim Chapman, Member	<b>NAY</b>
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Dated this 5<sup>th</sup> day of March, 2019  
ATTEST: Julia Helm, Dallas County Auditor

**Item 11:** Disc/Action Re: Disc Treasurer's Motor Vehicle Dept Q-Matic System - No Action

**Item 12:** Disc/Action Re: Board Appointments  
A) Resolution 2019-0028 Weed Commissioner  
Motion by Chapman and seconded by Golightly to approve Resolution 2019-0028. All ayes. Motion carried

**RESOLUTION 2019-0028**

**WHEREAS,** the Dallas County Board of Supervisors are required to appoint a County Weed Commissioner per the Code of Iowa, Chapter 317.3 annually,

**THEREFORE BE AND IT IS HEREBY RESOLVED** by the Dallas County Board of Supervisors to appoint James Uthe, 415 River Street, Adel, Iowa 50003, Phone#(515)993-9880 as Dallas County Weed Commissioner with a salary of up to \$5702.00 for a 6 month period and necessary travel expenses for a period not to exceed 6 months.

This appointment shall be effective April 1, 2018, and he shall perform the powers and duties of County Weed Commissioner during the period of April through September, 2019, or as authorized by the Board of Supervisors. Compensation shall be for actual and necessary expenses incurred while carrying out the duties of the Weed Commissioner.

<b>AYE</b> Mark A. Hanson, Chairman Kim Chapman, Member Brad Golightly, Member	<b>NAY</b>
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Dated this 5th day of March, 2019  
ATTEST: Julia Helm, Dallas County Auditor

The Board recessed at 10:49 am and reconvened at 7:00 p.m.  
Chairman Hanson, Supervisor Golightly and Supervisor Chapman attending. Others attending: Rob Tietz – Operations Director, Todd Noah – IS Director, Sheriff Leonard, Julia Helm – DC Auditor, Sarah Cerwinske, Joe Cerwinske– Raccoon Valley Radio and Jim Caufield – The Perry News.

**Item 13:** 7:00 PM Disc/Action Re: Public Hearing Proposed FY 19/20 County Budget Presentation  
A) Resolution 2019-0024 Compensation Board Recommendation for Elected Officials Salaries  
Motion by Chapman and seconded by Golightly to approve resolution 2019-0024. All ayes. Motion

**RESOLUTION 2019-0024**

**WHEREAS**, the Dallas County Compensation Board has submitted a recommendation for salary increases for elected officials in accordance with Iowa Code Chapters 331.905 and 331.907, and

**WHEREAS**, the Dallas County Board of Supervisors have given this recommendation careful consideration.

**THEREFORE, BE IT RESOVLED** that the following salaries be set for elected officials effective July 1, 2019:

OFFICE	FROM	\$ or %	TO
Auditor	\$86,488.69	3%	\$89,083.35
Treasurer	\$86,488.69	3%	\$89,083.35
Recorder	\$86,488.69	3%	\$89,083.35
Sheriff	\$122,416.74	3%	\$127,304.32
Attorney	\$135,613.92	3%	\$139,682.34
Supervisors	\$57,073.54	3%	\$58,785.75

**AYE**  
Mark A. Hanson, Chairman  
Brad Golightly, Member  
Kim Chapman, Member

**NAY**

Dated this 5<sup>th</sup> day of March, 2019  
ATTEST: Julia Helm, Dallas County Auditor

B) Resolution 2019-0025 Adoption of FY19/20 Budget  
Hanson presented the budget statistics comparing Dallas County to comparable counties.

Motion by Chapman and seconded by Golightly to close the public hearing. All ayes. Motion carried.  
Motion by Golightly and seconded by Chapman to approve Resolution 2019-0025. All ayes. Motion carried

**RESOLUTION 2019-0025**

**BE AND IT IS HEREBY RESOLVED** by the Dallas County Board of Supervisors that the Proposed County Budget for FY 2019/2020 as published on February 21, 2019 shall be adopted and certified to the County Auditor.

**DALLAS COUNTY BOARD OF SUPERVISORS**

**AYE**  
Mark A. Hanson, Chairman  
Kim Chapman, Member  
Brad Golightly, Member

**NAY**

Dated this 5<sup>th</sup> day of March, 2019  
ATTEST: Julia Helm, Dallas County Auditor

**Item 14:** Other Business  
Board has made an offer to an individual for a new Human Resources Director and looking at a start date of

April 1<sup>st</sup>.

**Item 15:** Motion to Adjourn - Motion by Chapman and seconded by Golightly to adjourn the meeting at 7:34 p.m. All ayes. Motion carried.

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Julia Helm, Dallas County Auditor

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Mark Hanson, Chairman