

September 29, 2020

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The Dallas County Board of Supervisors met in regular session pursuant to board rules with Chairman Kim Chapman, Supervisor Mark Hanson and Supervisor Brad Golightly present. Others present: Rob Tietz – Operations Director, Beth Deardorff – Human Resources Director, Todd Noah – IS Director, Melinda Harney – Administrative Assistant, Chad Airhart – DC Recorder, Mitch Hambleton – DC Treasurer, Mike Thomason – EMS Director, Kim Owen – DC Election Administrator, Mary Cline – Auditor’s Office, Brandon Shanahan – Raccoon Valley Radio, and Jim Caufield – The Perry News.

**Item 1:** Call to Order - Chairman Chapman called the meeting to order at 9:00 a.m.

**Item 2:** Approve Agenda

Motion by Golightly and seconded by Hanson to approve the agenda as presented. All ayes. Motion carried

**Item 3:** Pledge of Allegiance

**Item 4:** Open Forum – none

**Item 5:** Consent Agenda

A) Payroll & Disbursements from 9/11/2020

B) Manure Management Reports

Grant Pork, LLC, Grant Twp

Lincoln Pork, Lincoln Twp

Dallas Pork, Dallas Twp

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

**Item 6:** Disc/Action Re: Supervisors Minutes from 9/22/2020

Motion by Hanson and seconded by Golightly to approve the minutes as presented. All ayes. Motion carried.

**Item 7:** Disc/Action Re: Human Resources

A) Payroll Change Notices

Beth Deardorff presented the following payroll change notices:

Sheriff – Contract Step Changes for the following:

Wyatt Westberg from \$27.85 to \$29.08

Bertalisia Velazquez from \$19.88 to \$20.75

Megan Whitfield from \$20.75 to \$21.65

Jeff Greer from \$18.76 to \$19.88

Brittany Smith from \$25.56 to \$26.68

Katelynn Swanson from \$22.08 to \$23.03

Clarla Ruiz from \$20.84 to \$22.08

Secondary Roads – Cooper Siddel resigned as of 9/16/2020

Request to fill open Equipment Operator II position at \$21.52 to \$25.32; will not advertise until spring 2021

Recorder – Request pay change for Emily Merrick from \$17.18 to \$18.21 per new hire guidelines

Treasurer – Request to add two Motor Vehicle Clerk positions at \$17.18 to \$18.21

Attorney – Wayne Reisetter is retiring as of 9/28/2020

Motion by Golightly and seconded by Hanson to approve for discussion.

Chapman questioned why the treasurer was requesting new positions now when he did not intend to advertise yet and the positions are not currently in the budget.

Hanson and Golightly aye. Chapman nay. Motion carried.

B) Job Descriptions

HR has provided updated job descriptions to the board from Condry. These were created based on what the employee is actually doing with the employee and supervisors input. Supervisors and department heads have approved the job descriptions. Hanson stated that he trusts the process of what we are having done. Golightly said that it has been a very thorough process.

Motion by Hanson and seconded by Golightly to approve the job descriptions as submitted.

**Item 8:** Disc/Action Re: Resolution 2020-0097 Canvass City of Linden Special Election

Motion by Golightly and seconded by Hanson to approve Resolution 2020-0097

All ayes. Motion carried.

#### **RESOLUTION 2020-0097**

**WHEREAS**, the City of Linden Special Election, To Fill Vacancy was held on Tuesday, September 22, 2020; and,

**WHEREAS**, the official canvass of the results of the September 22, 2020 City of Linden Special Election, To Fill Vacancy by the Dallas County Board of Supervisors was scheduled on September 29, 2020; and,

**WHEREAS**, the Board has publicly and duly met and opened the tally lists from the City of Linden Special Election, To Fill Vacancy precincts and,

**WHEREAS**, the Board has corrected any and all obvious clerical errors as recorded in the minutes of the canvas,

Pursuant to Iowa Code Section 50.22, the commissioner of elections reported that there were 0 provisional ballots rejected and not counted.

**NOW, THEREFORE**, the Board of Supervisors hereby certifies and declares the final results of the election in the official abstract of the election.

Resolution adopted this 29th day of September, 2020 with the vote thereon being as follows:

<b>AYE</b>	<b>NAY</b>
Kim Chapman, Chairman	
Mark A. Hanson, Member	
Brad Golightly, Member	

Dated September 29, 2020  
ATTEST: Julia Helm, Dallas County Auditor

**Item 9:** Disc/Action Re: Resolution 2020-0099 Operating Transfer  
Motion by Hanson and seconded by Golightly to approve Resolution 2020-0099  
All ayes. Motion carried.

**RESOLUTION 2020-0099**

**BE AND IT IS HEREBY RESOLVED** by the Dallas County Board of Supervisors to approve the operating transfer of funds to wit:

FROM FUND: Capital Fund  
TO FUND: Bike Trail fund

AMOUNT: **\$ 385,889.20 – TO BE TRANSFERRED**

Operating Transfer

**FURTHER**, the Board of Supervisors directs the County Auditor to notify the County Treasurer of the operating transfer of funds per this Resolution, and also directs the Budget Official to record the Transfer.

<b>AYE</b>	<b>NAY</b>
Kim Chapman, Chairman	
Mark A. Hanson, Member	
Brad Golightly, Member	

Dated September 29, 2020  
ATTEST: Julia Helm, Dallas County Auditor

**Item 10:** Disc/Action Re: Resolution 2020-0098 Abate Mobile Home Taxes

Motion by Golightly and seconded by Hanson to approve Resolution 2020-0098  
All ayes. Motion carried.

**RESOLUTION 2020-0098**

**WHEREAS**, Iowa Code Section 435.25 provides that taxes should be abated upon mobile homes removed from the County, or when it is administratively impractical to pursue tax collection; and

**WHEREAS**, the mobile home listed comes within such terms of said Iowa Code section;

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF DALLAS COUNTY, IOWA** that

All taxes, regular and special, penalties, interests and costs for the attached listed mobile homes be and are hereby abated.

(Attachment-filed in Supervisors office)

<b>Owner</b>	<b>Lot#</b>	<b>VIN#</b>	<b>Taxes</b>	<b>Int&amp;Fees</b>	<b>Total</b>
Cash Flow		10376	\$54.00	\$0	\$54
Iowa					

**Grand Total: \$54.00**

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

Dated September 29, 2020  
 ATTEST: Julia Helm, Dallas County Auditor

**Item 11: Disc/Action Re: EMS Department Workshop**  
 Thomason has been providing reports to the Board for several months to show what is happening fiscally within the department. Calls and income have held steady. Expenses have gone up.  
 Discussed the possibility of changing Death Investigator/Medical Examiner Investigator from an on-call employee to a contract employee.

**Item 12: Other Business**  
 Administrative Assistant Harney spoke with Recorder Airhart regarding the archive room. Airhart provided Harney with a contact from the State Historical Society. Harney has arranged for the State Historical Society to view the archives on Wednesday, October 7<sup>th</sup> at 9:00 am. The State Archivist & Preservation Specialist will give recommendations on better storage and preservation practices.  
 HR Director Deardorff reported that the first payroll with new ExecuTime system has been completed and it worked as it was supposed to.  
 Hanson asked HR about fall health screen. HR is working to schedule this with the Dallas County Hospital.

**Item 13: Motion to Adjourn**  
 Motion by Golightly and seconded by Hanson to adjourn the meeting at 10:50 a.m. All ayes. Motion carried.

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 Julia Helm, Dallas County Auditor

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 Kim Chapman, Chairman