

OFFICE OF THE

*Appanoose County Auditor*

**KELLY HOWARD**

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Meeting Agenda

May 4, 2020

The Appanoose County Board of Supervisors will meet Monday, May 4, 2020 at 9:00 A.M. in the Boardroom of the Courthouse. Items on the agenda include:

1. Pledge
2. Declaration of items to be added to the agenda
3. Approve minutes of the April 20 & 22, 2020 meetings
4. Approve reports: 5/1 payroll & DHS Quarterly Report
5. Approve bills
6. Kris Laurson: Public Health Recommendations in reopening Courthouse
7. Susan Scieszinski: Snap Fitness
8. Approve Contract for Weed Commissioner Services
9. Approve LOSST Election letter to cities
10. County Engineer Report
  - a. Set Public Hearing for Road Vacation: Jackson Street and Cleaveland Street in Wilson's 1<sup>st</sup> Subdivision, block 1 and 2 NE ¼ of the SW ¼ Section 3 T68N R19W
  - b. Set Public Hearing for Road Vacation: Alley running East and West 120' south of 524<sup>th</sup> St, in Wilson's Subdivision block 1 and 2 NE ¼ of the SW ¼ Section 3 T68N R19W
11. Public Comments
12. 10:00 John Hansen: County Jail
13. Adjourn

The Boardroom will be limited to 10 in attendance. The public can call in at (978) 990-5000. Access Code 777593.

Posted 4/29/2020

April 20, 2020

Appanoose County Board of Supervisors met in regular session April 20, 2020 at 9:00 A.M. in the Boardroom of the Courthouse. Present: Mark Waits, Chairman, Neal Smith (via telephone) and Linda Demry, Boardmembers. Absent: none.

Meeting started with the Pledge.

Demry motioned to approve the agenda. Seconded by Smith. All voted aye.

Smith motioned to approve the minutes from the April 6, 2020 meeting. Seconded by Demry.

All voted aye.

Demry motioned to approve 4/17 payroll, March Prisoner Room & Board, and Recorder's Quarterly Report. Seconded by Smith. All voted aye.

Iowegian	Official Pub.& Legal Not.	43.00
ADLM EH	Salary-Regular Employees	391.65
Agriland FS	Engineering Services	10248.94
Albia PreK & Daycare	Community Support Program	1663.70
Alliant	Engineering Services	3825.79
Amer Home Fdg	Juvenile Detention & Shel	4338.45
App Co Auditor	Ambulance	8462.00
App Co ISU Ext	Community Support Program	375.88
App Co Pub Hlth	Educational & Train.Serv.	140.00
Sec Rds	Mileage & Transp. Expense	1782.00
Serv Agency	Salary-Regular Employees	9008.49
Aramark	Engineering Services	171.54
Bailey Off	Off. Supplies & Forms	301.44
Baker's	Engineering Services	46.00
Bill & Ray's Auto	Engineering Services	163.36
Blackwell Court Reporting	Legal Serv. Dep-Subp-Tran	6.00
Bratz Oil	Mileage & Transp. Expense	357.90
Brown's Heavy Equip	Construction & Maint.	103303.74
Brown's Shoe	Engineering Services	125.00
Calhoun Burns	Engineering Services	3068.50
Cantera Aggregates	Engineering Services	19300.54
Card Services	Park Maint. & Supplies	303.49
CDW Government	Off. Supplies & Forms	232.50
Cville Iron	Engineering Services	613.60
Cville Wtrwks	Water & Sewer	30.15
C'ville Produce & Feed	Park Maint. & Supplies	154.13
Chariton Valley Elec	Engineering Services	508.66
City Cville	Ambulance	58436.65
Ted Clark Plumbing	Jail Equip. & Furniture	115.00
CocoBeen Reptiles & Feeders	Park Maint. & Supplies	130.00
Cosby's	Mileage & Transp. Expense	69.95
Davis Co Sch	Community Support Program	2248.69
Davis Co Daycare	Community Support Program	2774.40
Davis Co ISU Ext	Community Support Program	951.33
Davis Co Sheriff	Medical & Health Services	14750.42
Eastern IA Tire	Engineering Services	1118.09
Equipment Blades, Inc	Engineering Services	3716.40
ESRI	Off. Supplies & Forms	400.00
Finish Line	Fuels	68.80
Fogle TV	Off. Supplies & Forms	332.76
Gradient9 Studios	Computer & Microfilm Supp	1325.00
PJ Greufe	Health Insurance	1500.00
Hills San	Engineering Services	231.00

B Howington	Mileage & Transp. Expense	250.45
Hy-Vee	Food Preparation Service	4182.98
Iowa AEYC	Community Support Program	1037.32
IA Law Enforcement Academy	Educational & Train.Serv.	300.00
IA Workforce	Salary-Regular Employees	4905.00
John Deere	Engineering Services	2019.87
Kids World	Community Support Program	377.00
Knox Co Stone	Engineering Services	1711.28
Kone	Heat-Cool-Elevator-Rpr-Mn	354.96
R Lamb	Medical & Health Services	250.00
Lange FH	Mileage & Transp. Expense	2110.00
J Lasley	Mileage & Transp. Expense	21.60
Lee Co Hlth	Community Support Program	417.33
LexisNexis	Dues & Memberships	100.00
Lockridge	Engineering Services	650.08
Mainstay Sys	Law Enf. Equip & Weapons	273.00
Marion Co Pub Hlth	Community Support Program	1371.99
MHC Kenworth	Engineering Services	386.84
Midwest Alarm	Building Repair & Maintce	549.96
Midwest Card & ID Solutions	Construction & Maint.	1500.00
T Mobley	Engineering Services	727.84
Monroe Pub Hlth	Community Support Program	5689.54
Moravia Union	Off. Supplies & Forms	902.46
Mystic Highland Cemetery	Care of Soldiers Graves	528.00
NAPA	Engineering Services	865.61
Natel	Telephone & Telegr.Serv.	600.19
O'Reilly	Engineering Services	540.23
Orchard Pl	Community Support Program	1532.30
Ottumwa Printing	Park Maint. & Supplies	440.00
Owens-King	Off. Equip Repair & Maint	448.95
Pitney Bowes	Postage & Mailing	143.55
Prof Computer	Off. Equip Repair & Maint	19.95
Prof Rescue	Construction & Maint.	1000.00
Quill	Off. Supplies & Forms	145.95
RASWC	Engineering Services	157.20
RRWA	Water & Sewer	32.90
RK Auto	Vehicle Repair & Maintce	430.11
SCICAP	Community Support Program	18760.48
SIEDA	Community Support Program	4330.43
Simmons Bldg Materials	Election Supplies	749.29
So IA Heating & Cooling	Building Repair & Maintce	1010.00
Storey Kenworthy	Election Supplies	281.88
D Sturms	Mileage & Transp. Expense	257.65
Tiger Corp	Construction & Maint.	29578.40
R Tissue	Mileage & Transp. Expense	35.73
US Bank	Election Supplies	426.16
US Cellular	Telephone & Telegr.Serv.	470.75
USPS	Postage & Mailing	275.00
P Visser	Park Maint. & Supplies	176.48
Walker Welding	Vehicle Supplies-Access	650.00
Walmart	Jail Equip. & Furniture	11.72
Wapello Co Aud	Legal & Ct-Related Serv.	578.04
Wayne Co Sheriff	Food Preparation Service	2790.00
Wex Bank	Mileage & Transp. Expense	315.89
J Willier	Legal & Ct-Related Serv.	120.00
Windstream	Telephone & Telegr.Serv.	1839.42
Ziegler	Engineering Services	6070.22

Grand Total

362836.92

Demry motioned to approve bills. Seconded by Waits. Waits and Demry voted aye. Smith abstained (had not looked at the bills).

Smith motioned to approve the liquor license for Elliott's General Store, Inc. Seconded by Demry. All voted aye.

Demry motioned to approve the hiring of Nicolas D Wendland as Laborer effective 4/27/2020 at starting pay of \$21.96 per hour. Seconded by Smith. All voted aye.

Demry motioned to approve the Nyhart Service Agreement. Seconded by Smith. All voted aye.

County Engineer, Brad Skinner, provided an update. They've been working on a major slide on Hwy J5T. A bridge on 508<sup>th</sup> will be poured on Tuesday and hopefully open by May 4<sup>th</sup>. They continue to haul rock. They pushed snow on Friday. The DOT approved their budget. Waits asked about stimulus money for lost road tax funds. Skinner said there has not been much action yet. Demry asked about Wind-And-Waves. Skinner stated they had re-shaped the entrance and the main road leading to the main entrance but rock had not be distributed yet. It is on the list.

CDS Coordinator, Stephanie Koch, provided an update. She is looking to do C3 training via Zoom. They are still working on the details. The next Governing Board meeting will be April 27<sup>th</sup> at 2 PM via Zoom. If you need the information to join the meeting, please contact her. Traffic in her office is down.

Public comments: none

Demry motioned to adjourn. Seconded by Smith. All voted aye.

The Board adjourned to meet at the call of the Auditor at 9:14 A.M.

Appanoose County Board of Supervisors

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Attest:

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Kelly Howard, Appanoose County Auditor

April 22, 2020

Appanoose County Board of Supervisors met in special session April 22, 2020 at 9:00 A.M. in the Boardroom of the Courthouse. Present: Mark Waits, Neal Smith (via telephone), and Linda Demry.

Absent: none.

Smith motioned to approve the agenda. Seconded by Demry. All voted aye.

Demry motioned to approve sending a letter to Iowa Workforce Development. Seconded by Smith. All voted aye.

Demry motioned to adjourn. Seconded by Smith. All voted aye.

The Board adjourned to meet at the call of the Auditor at 9:02 A.M.

Appanoose County Board of Supervisors

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Attest:

\_\_\_\_\_  
Kelly Howard, Appanoose County Auditor

Iowa Department of Human Services  
REPORT OF LOCAL ADMINISTRATIVE EXPENSE

**APPANOOSE COUNTY**

Payments from County General Fund		Quarter Ended March 2020					
Claim No.	Payee	Item	Date	Warrant Num	Partic. Amount	Cost Center	St Office Use
1	2	3	4	5	6	7	8
%	Alliant Energy	Gas \$172.05	1/2/2020	32302	\$43.01	10	
%	Alliant Energy	Electric \$270.09	1/2/2020	32302	\$67.52	10	
	Bailey Ofc. Outfilters	Office Supplies-DHS USE ONLY	1/2/2020	32307	\$48.12	10	
%	Jessica Hinojosa	Bldg. Maint/Janitor \$90.00	1/2/2020	32337	\$22.50	10	
*	Ricoh USA	Office Supplies \$40.23	1/2/2020	32375	\$39.21	10	
%	Centerville Water	Water \$179.21	1/2/2020	32319	\$44.80	10	
%	Alliant Energy	Gas \$184.16	2/3/2020	32796	\$46.04	10	
%	Alliant Energy	Electric \$281.50	2/3/2020	32796	\$70.37	10	
%	Centerville Water	Water \$64.21	2/3/2020	33002	\$16.05	10	
%	Jessica Hinojosa	Bldg. Maint/Janitor \$315.00	2/18/2020	33036	\$78.75	10	
%	Appanoose Co. PHN	Bldg. Maint/Janitor \$50.00	3/2/2020	33287	\$12.50	10	
%	Alliant Energy	Gas \$264.59	3/2/2020	33285	\$66.14	10	
%	Alliant Energy	Electric \$355.21	3/2/2020	33285	\$88.80	10	
%	Centerville Water	Water \$64.21	3/2/2020	33532	\$16.05	10	
						10	
INDIRECT COSTS PER THE 2019-2020 COST ALLOCATION PLAN					\$17,617.00	10	
% DHS Pays 25% of Total Bill						10	
* Indicates a partial payment of a shared bill 0.0256%						10	
<b>GRAND TOTAL</b>					<b>\$18,276.86</b>	10	
<b>To: State Department of Human Services, Des Moines, Iowa</b>							
<b>I hereby certify that expenditure for local administrative expenses in the amounts shown above</b>							
<b>were made and entered on the records of the fund specified.</b>							
470-0033 (Rev. 1/07)			Date	9/10/20	Local Administrator		

# Appanoose County Employee Payroll Deduction Agreement for Snap Fitness Membership

I hereby request that Appanoose County withhold \$\_\_\_\_\_ per month, which will be divided over \_\_\_\_\_ pay periods, from my payroll checks for the purpose of establishing a membership at Snap Fitness. I understand Appanoose County will forward all dues collected to Snap Fitness on a monthly basis.

I understand that I am responsible for the entire one-year membership, even if I choose to discontinue use of the facility or cease employment with the County.

I understand that the membership fee will be set at the beginning of each calendar year, based on the total number of County membership applications. This fee will remain the same for the entire year.

In addition to my membership, I choose to enroll the following person(s), which will increase my withholding by \$\_\_\_\_\_ per month, per person.

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I agree that the total payroll deduction, including additional family members, will be \$\_\_\_\_\_.

I, \_\_\_\_\_, understand and agree to the above-referenced requirements and request the aforementioned payroll deduction effective \_\_\_\_\_, \_\_\_\_\_, 2020.

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date

**Contract for Weed Commissioner Services  
Between APPANOOSE COUNTY and  
ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH**

WHEREAS, APPANOOSE COUNTY, has a need for Weed Commissioner services for a period of time and ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH will provide these services during the period of this Contract, and

WHEREAS, ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH has the trained and qualified personnel available to provide Weed Commissioner services,

NOW, THEREFORE, THE PARTIES DO HEREBY MUTUALLY AGREE AS FOLLOWS:

**A. Purpose and Timeframe**

1. The purpose of this contract is to provide Weed Commissioner services.
2. The contract period shall begin on the date of this contract being signed and continue through June 30, 2020. The contract may be automatically renewed under the same terms and conditions on an annual basis starting July 1st of each year.

**B. Description of Service**

1. Upon the specific request of either party and as needed, trained and qualified personnel will provide Weed Commissioner services within the inspection services region of Appanoose County.
2. Services include inspecting complaints received regarding noxious weeds and providing the required paperwork to submit to the Iowa Department of Agriculture and Land Stewardship and sending notices to land owners.

**C. Insurance**

1. ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH shall maintain standard ICAP or equivalent insurance at its own expense to cover their entity's duties and obligations under this Contract. To the extent permitted by their respective insurance policies, this party will waive its rights of recovery against APPANOOSE COUNTY.

**D. Responsibilities**

1. ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH will provide a trained qualified inspector which will be specifically requested.
2. This inspector provided is an employee of ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH. ADLM will provide appropriate compensation and benefits to its employee and will hold the other harmless from any liability associated with compensation, employment claims, or work-related injuries for their inspector.
3. APPANOOSE COUNTY shall provide funding as identified in this contract.



4. APPANOOSE COUNTY shall promptly pay all justified billings under this contract which shall be due within 30 days of invoice date.

E. Compensation

1. APPANOOSE COUNTY shall pay to the ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH the rate of \$40.00 per hour for its inspections plus mileage at .575¢ per mile. The per hour rate will include travel from ADLM'S office to the inspection site and then back to the office.

F. Entire Agreement

1. This contract contains the entire agreement between APPANOOSE COUNTY and ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH. There are no other agreements or understandings, written or verbal, which shall take precedence over the items contained herein unless made a part of this contract by amendment procedure.

G. Amendments

1. Any changes to this contract must be in writing and be mutually agreed upon by APPANOOSE COUNTY and ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH.

I. Termination

1. Cancellation of this contract may be initiated by either party through written notice to the other party at least 60 days prior to the end of the contract period. Written notice shall be provided to the Clerk of the respective party.

ADOPTED BY THE PARTIES AS WITNESSED AND DATED BELOW:

For APPANOOSE COUNTY:

For ADLM COUNTIES ENVIRONMENTAL PUBLIC HEALTH:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Board of Supervisor Chair

\_\_\_\_\_  
ADLM Counties Director

Attest:  
  
\_\_\_\_\_

Attest:  
  
\_\_\_\_\_

## NOTICE OF HEARING

The Appanoose County Board of Supervisors, acting under the authority of Iowa Code Chapter 306, propose to vacate a section of Appanoose County Road described as follows:

Jackson Street and Cleaveland Street in Wilson's 1<sup>st</sup> Subdivision block 1 and 2 Northeast Quarter of the Southwest Quarter Section 3 T68N R19W, more particularly described as follows:

Beginning at the Southeast Corner of Lot 8 Block 2, thence proceeding West to the Southwest Corner of Lot 12 Block 1, thence North to the Northwest Corner of Lot 1 Block 1. All lying in the Wilson's 1<sup>st</sup> Subdivision Block 1 and 2.

A HEARING WILL BE HELD BY THE APPANOOSE COUNTY Board of Supervisors, Appanoose County Courthouse, 201 N 12<sup>th</sup>, Centerville IA 52544 at \_\_\_\_\_ AM on Monday, \_\_\_\_\_, 2020 in accordance with Iowa Code Chapter 306. Any person owning land abutting the road proposed to be vacated and closed shall have the right to file, in writing, a claim for damages at the time on or before the date and time of the hearing.

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Appanoose County Auditor  
Kelly Howard

## Petition To Vacate County Road Right-Of-Way

I, the undersigned adjoining property owner do hereby request the Appanoose County Board of Supervisors to consider vacating the following described county right-of-way:

Jackson Street and Cleaveland Street in Wilson's 1<sup>st</sup> Subdivision block 1 and 2 Northeast Quarter of the Southwest Quarter Section 3 T68N R19W, more particularly described as follows:

Beginning at the Southeast Corner of Lot 8 Block 2, thence proceeding West to the Southwest Corner of Lot 12 Block 1, thence North to the Northwest Corner of Lot 1 Block 1. All lying in the Wilson's 1<sup>st</sup> Subdivision Block 1 and 2.

  
\_\_\_\_\_  
John Glenn

2-12-2020  
Date

## NOTICE OF HEARING

The Appanoose County Board of Supervisors, acting under the authority of Iowa Code Chapter 306, propose to vacate a section of Appanoose County Road described as follows:

Alley running East and West 120 feet south of 524<sup>th</sup> Street, in Wilson's 1<sup>st</sup> Subdivision block 1 and 2 Northeast Quarter of the Southwest Quarter Section 3 T68N R19W, more particularly described as follows:

Beginning at the Southeast Corner of Lot 7 Block 2, thence proceeding West to the Southwest Corner of Lot 1 Block 2, and beginning at the Southeast Corner of Lot 6 Block 1, thence proceeding West to the Southwest Corner of Lot 1 Block 1. All lying in the Wilson's 1<sup>st</sup> Subdivision blocks 1 and 2.

A HEARING WILL BE HELD BY THE APPANOOSE COUNTY Board of Supervisors, Appanoose County Courthouse, 201 N 12<sup>th</sup>, Centerville IA 52544 at \_\_\_\_\_ AM on Monday, \_\_\_\_\_, 2020 in accordance with Iowa Code Chapter 306. Any person owning land abutting the road proposed to be vacated and closed shall have the right to file, in writing, a claim for damages at the time on or before the date and time of the hearing.

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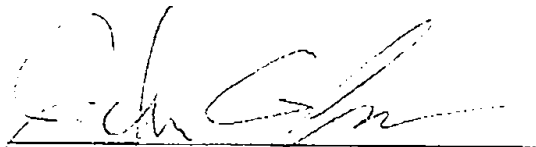
Appanoose County Auditor  
Kelly Howard

## Petition To Vacate County Road Right-Of-Way

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Ally running East and West 120 feet south of 524<sup>th</sup> Street, in Wilson's 1<sup>st</sup> Subdivision block 1 and 2 Northeast Quarter of the Southwest Quarter Section 3 T68N R19W, more particularly described as follows:

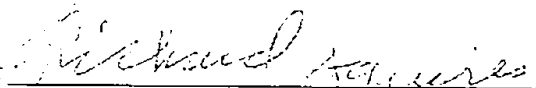
Beginning at the Southeast Corner of Lot 7 Block 2, thence proceeding West to the Southwest Corner of Lot 1 Block 2, and beginning at the Southeast Corner of Lot 6 Block 1, thence proceeding West to the Southwest Corner of Lot 1 Block 1. All lying in the Wilson's 1<sup>st</sup> Subdivision blocks 1 and 2.



John Glenn

3-12-20

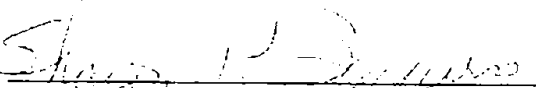
Date



Richard Squires

3-12-20

Date



Sharon Squires

2-12-20

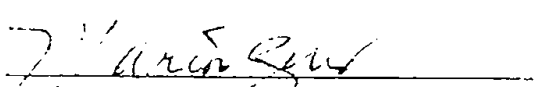
Date



Michael Zemo

3-12-20

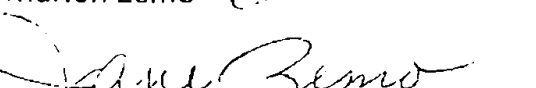
Date



Marion Zemo

03-12-20

Date



Jane Zemo

03-12-20

Date