

OFFICE OF THE

*Appanoose County Auditor*

**KELLY HOWARD**

COURTHOUSE  
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CENTERVILLE, IOWA 52544

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Meeting Agenda  
January 2, 2024

The Appanoose County Board of Supervisors will meet Tuesday, January 2, 2024 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 December 18 & 28, 2023 meetings
4. Appoint Chairman and Vice-Chairman
5. Set meeting dates
6. Appoint legal publications
7. Approve 2024 holidays
8. Approve committee appointments
9. Approve reports (12/22 payroll)
10. Approve bills
11. Approve Resolution 2024-01: Construction Evaluation (Master Matrix)
12. Approve Resolution 2024-02: Compensation of Members of Election Board
13. Approve 2024 ISAC Wellness Agreement
14. Approve Recorder's Office Hiring: Pam Wells
15. County Engineer report
16. Public Comments
17. Adjourn

Posted 12/28/23

December 18, 2023

Appanoose County Board of Supervisors met in regular session December 18, 2023 at 9:00 A.M. in the Boardroom of the Courthouse. Present: Linda Demry, Chairperson, Mark McGill, and Jeff Kulmatycki Boardmembers. Absent: none.

The meeting started with the pledge.

McGill motioned to approve the agenda. Seconded by Kulmatycki. All voted aye.

McGill motioned to approve the minutes from the December 4, 2023 meeting. Seconded by Kulmatycki. All voted aye.

McGill motioned to approve 12/8 payroll. Seconded by Kulmatycki. All voted aye.

McGill motioned to approve bills. Seconded by Kulmatycki. All voted aye.

Access Sys	Construction & Maint.	117.30
Access Sys	Typing-Print.-Bind.Serv.	147.63
ADLM EH	Off. Supplies & Forms	23287.90
Agriland FS	Engineering Services	18304.28
Albia Newspapers	Typing-Print.-Bind.Serv.	590.24
Alliant	Electric Light & Power	6911.82
Amer Home Fdg	Juvenile Detention & Shel	2412.41
Sec Rds	Mileage & Transp. Expense	3048.03
App Co Tourism	Contrib. & Purchase Serv	118441.22
App Co Treas	Off. Supplies & Forms	284.84
Atomic Pest Control	Building Repair & Maintce	80.00
Bailey Off	Off. Supplies & Forms	56.74
Bob Barker	Jail Equip. & Furniture	119.11
Bratz Oil	Vehicle Repair & Maintce	1308.29
Brown's Shoe	Engineering Services	256.70
BUG PRO	Extermination Services	90.00
C-D Supply	Custodial Supplies	466.81
Calhoun Burns	Engineering Services	5587.71
Cantera Aggregates	Engineering Services	5745.98
Card Services	Off. Supplies & Forms	161.12
Carosh	Contrib. & Purchase Serv	11061.00
CarQuest	Engineering Services	913.40
Cville Iron	Engineering Services	7.62
C'ville Produce & Feed	Park Maint. & Supplies	114.90
Central IA Det	Juvenile Detention & Shel	368.75
Chariton Valley Elec	Electric Light & Power	397.26
Cville Wtrwks	Water & Sewer	7014.88
CocoBeen Reptiles	Park Maint. & Supplies	150.00
Davis Co Sch	Community Support Program	800.00
Davison Fuels & Oil	Fuels	59.30
Eastern IA Tire	Engineering Services	1886.00
Equipment Blades, Inc	Engineering Services	2810.00
First National Bank	Dues & Memberships	227.50
Flags Importer	Care of Soldiers Graves	64.30
Fogle TV	Plumbing Rpr & Maint	408.74
Forbes Office Solns	Off. Supplies & Forms	51.54
Garden Spot	Equipment Repair	109.92
Geotech Materials	Engineering Services	1810.89
Gilbarco Inc	Engineering Services	884.00
PJ Greufe	Health Insurance	1500.00
Griffing & George	Legal & Ct-Related Serv.	272.00
Hawkeye Truck Equip	Engineering Services	407.00
Henderson Products	Engineering Services	925.49

Hills San	Garbage Serv	555.00
A Hoffman	Mileage & Transp. Expense	84.60
Hy-Vee	Food Preparation Service	7838.59
IDPS	Radio and related equipme	300.00
IMWCA	Workmens' Comp. Ins.	12168.00
Interstate Batt	Engineering Services	933.70
Interstate Power Systems	Engineering Services	1250.23
Iowa Bridge & Culvert	Engineering Services	10894.12
IA Cancer Consortium	Dues & Memberships	20.00
IA Law Enforcement Academy	Educational & Train.Serv.	150.00
IA Media Network	Typing-Print.-Bind.Serv.	95.77
IA Police Chiefs Assn	Dues & Memberships	125.00
A Jaramillo Ayon	Community Support Program	1555.00
John Deere	Engineering Services	763.27
Kids World	Community Support Program	1598.00
Kimball	Engineering Services	151.05
Kinetic Edge	Educational & Train.Serv.	120.00
R Lamb	Medical & Health Services	600.00
J Lasley	Educational & Train.Serv.	42.41
K Laurson	Educational & Train.Serv.	198.82
Lexipol	Dues & Memberships	1400.40
LexisNexis	Dues & Memberships	100.00
Lockridge	Bridge & Culvert Maint.	1121.35
C Maddy	Community Support Program	550.00
Mainstay Systems	Building Repair & Maintce	1045.00
MATURA	Community Support Program	852.76
Metal Culverts	Bridge & Culvert Maint.	10354.00
MHC Kenworth	Engineering Services	154.99
Midwest Wheel	Engineering Services	433.96
MMIT	Off. Supplies & Forms	158.55
Monroe Pub Hlth	Community Support Program	957.01
Myers Custom Sign	Engineering Services	140.00
Natel	Telephone & Telegr.Serv.	55.00
Nutrien	Engineering Services	5730.00
O'Reilly	Engineering Services	119.70
Official Pest Control	Extermination Services	120.00
Orchard Pl	Community Support Program	1742.46
Pershy Roofing & Painting	Park Maint. & Supplies	14280.00
R Pfannebecker	Building Repair & Maintce	240.57
Phelps Uniform	Engineering Services	78.73
Phonetics	Medical Supplies	29.85
Polk Co Treas	Medical & Health Services	284.77
Quill	Off. Supplies & Forms	93.45
Rangemasters Uniforms	Uniforms	235.77
RASWC	Engineering Services	112.00
RRWA	Water & Sewer	28.50
RICOH	Off. Supplies & Forms	20.59
RK Auto	Vehicle Repair & Maintce	1534.55
G Roefer	Medical & Health Services	200.00
Sapphire Repair Center	Engineering Services	12075.70
SCICAP	Community Support Program	18007.01
Seymour Tire	Engineering Services	290.00
SIEDA	Community Support Program	1989.10
Sinclair NAPA	Engineering Services	1038.64
Snap-On Tools	Engineering Services	124.55
Snap-On-Tools	Engineering Services	594.26
Solutions	Computer & Microfilm Supp	511.75

Spilman Auto Parts	Engineering Services	685.00
Stubbs Petroleum	Gas & Heat	924.59
UMB Bank, N.A.	G.O. Bonds Principal	250.00
US Bank	Off. Supplies & Forms	111.20
US Cellular	Radio and related equipme	689.64
USPS	Off. Supplies & Forms	118.00
Wex Bank	Mileage & Transp. Expense	115.95
White Posts	E911 Addressing(signs)	1690.00
J Willier	Legal & Ct-Related Serv.	132.00
Windstream	Off. Supplies & Forms	802.19
Ziegler	Engineering Services	4401.22
5th Dist Co Off	Educational & Train.Serv.	30.00
Grand Total		345860.94

One insurance envelope received from Power Insurance was opened but no quote inside.

Kulmatycki motioned to re-publish County Liability Insurance RFP due December 28, 2023 at 9 A.M. and will be opened at special meeting on 12/18/23 at 9 A.M. Seconded by McGill. All voted aye.

Delaney Evers presented the PACT annual report.

Kulmatycki motioned to appoint Jessi Nicoletto, Vicki Bulter, Jerilyn Inman, Ryan Moore, Phil Hudson, Gary Anderson, Linda Demry, Mark McGill and Jeff Kulmatycki to the EMS Committee. Seconded by McGill. All voted aye.

Kulmatycki motioned to appoint Shannon Esser and Marc Melhus to the Conservation Board. Seconded by McGill. All voted aye.

McGill motioned to re-appoint Patsy Dudenhoeffer as the auditor's representative to the Compensation Board. Seconded by Kulmatycki. All voted aye. Kulmatycki motioned to re-appoint Michael Craver as the recorder's representative to the Compensation Board. Seconded by McGill. All voted aye.

Kulmatycki motioned to re-appoint Mark McGill and Jackie Kelly to the Board of Health. Seconded by Demry. All voted aye.

McGill motioned to approve Resolution 2023-50. Seconded by Kulmatycki. All voted aye.

#### RESOLUTION #2023-50 FOR INTERFUND OPERATING TRANSFER

Whereas, it is desired to transfer monies from the Rural Services Fund to the Secondary Road Fund, and Whereas, said operating transfer is in accordance with section 331.432, Code of Iowa, Now, therefore, be it resolved by the Board of Supervisors of Appanoose County, Iowa as follows:

Section 1. The sum of \$ 224,510.00 is ordered to be transferred from the Rural Services Fund to the Secondary Road Fund, effective 12-18-2023.

Section 2. The Auditor is directed to correct her books accordingly and to notify the Treasurer of this operating transfer.

The above and foregoing resolution was adopted by the Board of Supervisors of Appanoose County, Iowa, on 12-18-2023 the vote being as follows:

Ayes: Linda Demry, Mark McGill, Jeff Kulmatycki

Nays: none

Attest: Kelly Howard, County Auditor

McGill motioned to approve the award of Contract 04-C004-125: Sealcoat to Sta-Bilt and authorize the engineer to sign the contract. Seconded by Kulmatycki. All voted aye.

County Engineer, Brad Skinner, provided an update to the board. The fiber installation in the county is winding down. They received notice of a \$500,000 award for paving the shoulders on S70 and

\$60,000 for temporary traffic signals. The bridge inspection report was received with nine bridges downgraded, but not below ten ton. Crews have been working on ditch cleaning and once frozen they will move to brush cutting. The vacated bridge on old Highway 2 has been removed. Kulmatycki questioned the equipment supply chain. Skinner stated two pickups have been delivered and there are quotes for a new tractor with brush arm and dump trucks.

Public Comments: Tammy Wheeler from Farmer's Mutual Communications provided an update on their existing fiber project and details on an award for a new fiber project. Nichole Moore presented an agreement between Furever Friends Rescue and Appanoose County for review and requested to be added to the agenda.

McGill motioned to adjourn. Seconded by Kulmatycki. All voted aye.

The Board adjourned to meet the call of the Auditor at 9:24 A.M.

Appanoose County Board of Supervisors

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Attest:

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Kelly Howard, Appanoose County Auditor

December 28, 2023

Appanoose County Board of Supervisors met in special session December 28, 2023 at 9:00 A.M. in the Boardroom of the Courthouse. Present: Linda Demry (via phone), Mark McGill, and Jeff Kulmatycki. Absent: none.

Kulmatycki motioned to approve the agenda. Seconded by McGill. All voted aye.

Demry motioned to approve ICAP's property insurance quote. Seconded by McGill. Demry and McGill aye. Kulmatycki abstained.

Kulmatycki motioned to adjourn. Seconded by McGill. All voted aye.

The Board adjourned to meet at the call of the Auditor at 9:26 A.M.

Appanoose County Board of Supervisors

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Attest:

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Kelly Howard, Appanoose County Auditor

# APPANOOSE WEEKLY

December 18, 2023

Appanoose County's Media Ambassadors

A product of:

GO **Pitch**<sub>TV</sub>

Provide | Promote | Pursue

December 18, 2023

To whom it may concern:

Appanoose Weekly / GoPitchTV would like to submit for your consideration that we be selected as an official publication for Appanoose County in 2024.

At the end of December 2021, Appanoose Weekly was approved as a legal publication and as such was approved for running legal notices in our newspaper. Beginning January of 2022, we began to run legals and have established two full years of doing so.

Our readership continues to grow on the print paper as well as the digital paper and we look to continue to service our readers locally. Being the only locally owned newspaper in Appanoose County, we strive to provide the citizens with all of the information we can provide.

We are proud to serve the area and would appreciate your vote of support and confidence in us as your local publication.

As a weekly newspaper, we publish once a week on Wednesdays. Our deadline to submit the paper is on Monday morning. However, we understand the tight timeline for legal notices for publication and as such have adjusted our legal deadline for Monday morning at 9:00 AM in order to be in the following Wednesday's publication. Earlier than that deadline is greatly appreciated but we understand that is not always an option for your finalized notices.

We appreciate you for your consideration.

AJ Anderson

Publisher & Co-Owner

# Moravia Union

109 Benton Ave E  
Albia, Iowa 52531  
641-932-7121

To: Appanoose County Supervisors:

The Moravia Union is requesting to be designated official newspapers for county legal publications for the year 2024. We have had a long relationship with the county and would like to see this continue.

We **meet all 4 of the requirements** outlined in chapter 618.3 of the Iowa Code.

Sincerely,

A handwritten signature in black ink that reads "Becky Maxwell". The signature is written in a cursive style with a large, looping initial "B".

Becky Maxwell  
Publisher



## 2024 Holidays

February 19	President's Day
May 27	Memorial Day
July 4	Independence Day
September 2	Labor Day
November 11	Veteran's Day
November 28 & 29	Thanksgiving
December 25 & 26	Christmas
January 1, 2025	New Year's

**Committees 1-3-23**

<b>Civil Service Comm (6 yr tm) 341A.2</b>		
Ray Tresemer	(CA Appt)	1/1/2025
Jerry Power		1/1/2029
Jeff Boomgarden		1/1/2029

<b>Compensation Board (4 yr tm) 331.905</b>		
Janet Davis	Board	1/1/2024
Jeff Boomgarden	Board	1/1/2025
Patsy Dudenhoeffer	Auditor	1/1/2028
Renate Deiningner	Treasurer	1/1/2025
Michael D. Craver	Recorder	1/1/2028
Ray Tresemer	Sheriff	1/1/2026
Edward Cox	Co Attn	1/1/2027

<b>Conservation Board (5 yr tm) 350.2</b>		
Mark McGill		7/1/2025
Shannon Esser		7/1/2027
Marc Melhus		7/1/2028
Debbie Dell		7/1/2026
Bruce Ellison		7/1/2024

<b>County Medical Examiner (2yr tm) 331.801</b>		
Dr Glenda Roefer, ME		1/1/2025
Dr. Richard Burger Assist ME		1/1/2025
Ronda Lamb, Inv		1/1/2025
Dennis Sturms, Inv		1/1/2025
Brenda Howington, Inv		1/1/2025
Nicole O'Hair		1/1/2025
Kylie Howington		1/1/2025
Zack Musgrove		1/1/2025
Terra Williams		1/1/2025

<b>Board of Health (3 yr tm) 137.105</b>		
Jackie Kelley		12/31/2026
Dr. Arnevik		12/31/2024
Marilyn Wood		12/31/2024
Jessie Nicoletto		12/31/2025
Mark McGill		12/31/2026

<b>Judicial Magistrate Comm (6 yr) 602.6503</b>		
Darcie Whitlow		12/31/2025
CJ Hash		12/31/2025
Sandra Vinzant		12/31/2025

<b>C'ville Planning &amp; Zoning Comm 5 yrs</b>		
Linda Rouse	BOS appt	8/5/2024
Blake White	2 mile	8/5/2024

<b>Pioneer Cemetery Commission (3yr)</b>		
Gary Craver		12/31/2025
Tyler Morgan		12/31/2025
Kae Morgan		12/31/2025
Dave Walljasper		12/31/2025
Gary Cridlebaugh		12/31/2025
Vicky Malin		12/31/2025

<b>RASW</b>		
Marsha Mitchell, CH	Jim Adams	
Clint Housh	David Allen Proffitt	
Nancy Jones	Roy Miller	
Jason Ogden	Linda Demry	
Dave Rumans	Brenda DeVore	
Pearl Seals	Eric Pace	
Pat Nicoletto	Chris Kansselaar-sec/tr	

<b>SIDCA (So la Dev &amp; Cons Auth)</b>		
John Glenn		

<b>Veteran's Affairs Comm (3 yr tm) 35B.4</b>		
Dennis Westerman		7/1/2025
Annette Harvey		7/1/2024
Ed Cox		7/1/2026

<b>Zoning Admin.</b>		
Beth Burgin		

<b>County Zoning (3 yr tm)</b>		
Jeremy Long		1/1/2025
Jerry Howe		1/1/2025
Danielle Joiner		1/1/2025
David Gee		1/1/2024
Charlotte Long		1/1/2026
Randy Walker		1/1/2024
Neil Penfield		1/1/2026

<b>Bd of Adjustment Zoning (5 yr tm) 335.11</b>		
Connie Brown		1/1/2025
Jerry Robison		1/1/2026
James Zaputitl		1/1/2025
Bill Brown		1/1/2025

<b>C'ville Zoning Board of Adjustment 5 yrs</b>		
Mark McGill	BOS	8/5/2024
Garrett White		8/5/2024

<b>ADA Coordinator</b>	

<b>ADLM Bd</b>	
Mark McGill	

<b>AEDC</b>	
XXXX	

<b>Airport Zoning Comm</b>	
Mike Thomas	
Brad Wardlow	

<b>App Co Trails, Inc</b>	
Jeff Kulmatycki	

<b>CHCSI - (Leon)</b>	
Jeff Kulmatycki	

<b>CIJDC - (Eldora)</b>	
Jeff Kulmatycki, delegate	
Linda Demry, alt	

<b>Chamber</b>	
XXXX	

<b>CV-P&amp;D Regional Planning</b>	
Mark McGill	

<b>CV-TPA - (Roads) Transportation Plan</b>	
Mark McGill	

<b>DECAT</b>	
Linda Demry	

<b>DHS Advisory Comm</b>	
Linda Demry	

<b>E-911 Board</b>	
Gary Anderson	BOS appt

<b>Emergency Mgmt Bd</b>	
Mark McGill	

<b>Empowerment Bd</b>	
Linda Demry	

<b>Flood Plain Manager</b>	
Brad Skinner	

<b>HIPAA</b>	
Paul Gruefe	

<b>LEPC Local Emergency Planning</b>	
Mark McGill	

<b>LOSST Oversight</b>	
CJ Hash	
Carl Clark	
Bette Howell	

<b>Moulton Watershed</b>	
Mark McGill	

<b>PACT</b>	
Jeff Kulmatycki	

<b>Railroad Board</b>	
Linda Demry	
Mark McGill	

<b>Rathbun Lake Assoc</b>	
XXXX	

<b>Rathbun Land &amp; Water</b>	
Mark McGill	

<b>REAP (1 yr tm)</b>	
XXXX	

<b>Service Agency</b>	
Mark McGill	
Jeff Kulmatycki	
Larry Bettis	at large

<b>SIEDA Bd</b>	
Jeff Kulmatycki	

<b>SIRG</b>	
Jeff Kulmatycki	

<b>SoapCreek Watershed</b>	
Mark McGill	

<b>So Cen Behav Health</b>	
Linda Demry	

<b>Title VI Coordinator/Adm</b>	
Kelly Howard	

<b>Tourism/Hotel/Motel Tax Comm</b>	
Linda Demry	
Kathy Sherrard	
Rodger Kaster	

<b>Weed Commissioner</b>	
Dianna Daly-Husted	

<b>WIA-IHCC Workforce Investment Bd</b>	
Jeff Kulmatycki	

<b>8th Judicial Dist. (1 yr tm)</b>	
Mark McGill	

<b>10-15 Transit Board (1 yr tm)</b>	
Jeff Kulmatycki	

<b>EMS Committee</b>	
Linda Demry	- County
Mark McGill	- County
Jeff Kulmatycki	- County
Jessi Nicoletto	- Moravia
Vicki Butler	- So App Co
Jerilyn Inman	- Moulton
Ryan Moore	- Centerville
Phil Hudson	- Mystic
Gary Anderson	- Water Rescue

updated: 12/18/2023

*Appanoose County Zoning Administrator*

**Elizabeth Burgin**

COURTHOUSE

201 N. 12th

CENTERVILLE, IOWA 52544

Phone (641) 437-4529

Fax (641) 856-3062

bburgin@appanoosecounty.net

12/19/2023

*The following Zoning board members terms expire 1/1/2024. I recommend that the following be appointed for another 3-year term for the Appanoose County Zoning Commission.*

- *David Gee*
- *Randy Walker*

*I also recommend Teresa Bieghler be appointed to the Board of Adjustment Zoning for a 5-year term beginning 1/1/2024.*

*Thank you,*

*Beth Burgin*

*Appanoose County Zoning Administrator*

*641.437.4529*

**RESOLUTION #2024-01**

**CONSTRUCTION EVALUATION RESOLUTION**

**WHEREAS**, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a “construction evaluation resolution” relating to the construction of a confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR’s decision regarding a specific application; and

**WHEREAS**, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2024 and January 31, 2025 and submit an adopted recommendation regarding that application to the DNR; and

**WHEREAS**, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board’s recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF APPANOOSE COUNTY** that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

\_\_\_\_\_  
Chair, Board of Supervisors

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

ATTEST:

\_\_\_\_\_  
County Auditor

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

**Resolution 2024-2**  
**Compensation of Members of Election Boards**

WHEREAS, Iowa Code § 49.20 authorizes the county board of supervisors to establish the compensation of members of election boards, and

WHEREAS, it is vital to the Appanoose County elections process to build and maintain a strong pool of election board members;

WHEREAS, it is recommended by the State Auditor's Office the compensation rate be established on a yearly basis, and

NOW, THEREFORE BE IT RESOLVED that the Appanoose County Board of Supervisors hereby authorizes that, effective January 2, 2024 and until the end of the calendar year the following:

Regular Election Officials

7:00 A.M. Openings (all day): \$160

12:00 P.M. Openings (half day): \$90

Chairpersons

7:00 A.M. Openings (all day): \$180

12:00 P.M. Openings (half day): \$100

Absentee Board: \$13 per hour, maximum \$160

On-Call Workers: \$30, maximum five on-call workers

Election School Pay Rate: \$20

Post-Election Audit Pay Rate: \$20

Mileage Rate: \$0.45 per mile. Mileage is paid only when traveling more than five miles to the polls, election school, and picking up and returning election equipment.

PASSED and ADOPTED this 2<sup>nd</sup> day of January, 2024.

AYES:

NAYS:

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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Auditor

**WELLNESS PROGRAM AGREEMENT  
BETWEEN THE IOWA STATE ASSOCIATION OF COUNTIES  
AND PARTICIPATING COUNTY**

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**BACKGROUND**

ISAC has demonstrated support for wellness programming for many years by providing financial resources to counties to be used on wellness programming. ISAC is dedicated to providing members every opportunity to become healthier, and to creating a culture of health and wellness in all counties participating in the ISAC Group Health Program. This is why ISAC is offering counties the opportunity to participate in a more robust wellness program, along with the assistance of a health management consultant and incentive program to help them achieve their goals. ISAC is determined to address rising health care costs through effective wellness programming to encourage healthy behavior changes in the employee population.

**WORKSITE WELLNESS PLAN**

The ISAC enhanced wellness program will include comprehensive consulting services and biometric screenings as well as an incentive program to both counties and policy holders during the plan year of 2024.

**POPULATION TO BE SERVICED**

The ISAC Wellness Program is only available to member employees. Comprehensive consulting may assist county wellness committees in planning and implementing additional programs that can be available to all employees. The \$368 incentive is available to current county employees who are in the ISAC group health plan.

**ISAC WILL PROVIDE THE FOLLOWING:**

- A dedicated Health Management Consultant to assist in assessment, planning, implementation and evaluation of wellness initiatives.
- Lifestyle management tools to help members better manage their health, including nutrition planning, fitness planner, online behavior change programs, and more.
- An 8 month walking challenge. Individuals will receive \$1 a day for each day they walk 10,000 steps. ISAC will host two additional corresponding walking challenges within that time to encourage county vs county competition.
- A \$368 incentive that will be offered for those qualifying employees who have completed a wellness assessment (\$25), completion of fax form from a qualified physician (\$100 Reimbursed through the ISAC Accident Plan), and up to \$243 for the daily walking challenge. ISAC will reimburse the county up to the \$268 + the employers FICA tax.
- HIPAA training for committee members receiving monthly participation reports.
- A rate discount to any county that meets the criteria listed under "Participating County" and documents their achievement.

- Carebridge Employee Assistance Program
  - eMLife
  - Mental Health Services
  - Work-Life Services
  - Financial and Legal Services
  - Online Courses
  - Trainings

### **FEES**

ISAC is assuming all fees associated with the wellness program enhancements, which includes comprehensive consulting and online lifestyle management programs through Mercy Health Network. Participating counties will have no financial obligations associated with this program. Each participating county will receive \$20 per contract per year to use toward approved additional incentives to increase engagement.

### **PARTICIPATING COUNTIES MUST:**

- Form a wellness committee (volunteer or appointed), if one is not already established, that will meet at least four times per calendar year to plan and implement wellness programming.
- Include at least one Supervisor on the committee to support the wellness initiative by holding an active role in the wellness committee and encouraging employees time to participate in wellness activities. County leaders are also encouraged to be an example to employees by participating in programs themselves.
- Encourage employees to complete a physical with a physician. And complete their online assessment. Doing these two things will earn the county the wellness discount on their premiums.
- Comply with the HIPAA privacy rule to ensure the confidentiality of protected health information. This includes participants names in the program.
- Encourage employees to participate in the ISAC Wellness Walking Challenge to receive their full \$368.

### **COLLABORATION**

ISAC is committed to creating a culture of health and wellness at all ISAC counties. ISAC will work with the counties to identify and address its employee health risks through the proposed engagement. We look forward to collaborating with you to promote wellness programs, and welcome any information that you can provide to help us better understand and meet your wellness needs.

**2024 ISAC WELLNESS AGREEMENT**

Iowa State Association of Counties and the participating county have caused this agreement to be executed January 1<sup>st</sup> – October 31<sup>st</sup>, 2024. The undersigned hereby consent to render services accordingly.

\_\_\_\_\_ County elects to participate in the 2024 ISAC Wellness Program, as detailed above.

\_\_\_\_\_ County elects NOT to participate in the 2024 ISAC Wellness Program; understanding that the county will no longer receive the benefits associated with the program.

\_\_\_\_\_  
William R. Peterson, Executive Director  
Iowa State Association of Counties

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairperson, Board of Supervisors, County

\_\_\_\_\_  
Date

Please return this agreement to:  
ISAC Wellness, 5500 Westown Pkwy #190, West Des Moines, IA 50266  
FAX: 515-244-6397 or EMAIL: [wellness@iowacounties.org](mailto:wellness@iowacounties.org)





**Office of Appanoose County Recorder**  
c/o Courthouse  
201 N. 12<sup>th</sup> Street | Centerville, Iowa 52544

December 20, 2023

Appanoose County Board of Supervisors  
201 N. 12<sup>th</sup> Street  
Centerville, IA 52544

Re: Part time position approval

I request the board approve the hiring of Pam Wells at the wage shown below to fill the Recorder's office part time position effective January 2, 2024.

Pam Wells                      \$15.00/hour      (01000 08110 101 07)

Sincerely,

A handwritten signature in black ink, written in a cursive style. The signature appears to read "Maegan Messamaker" and is followed by a long horizontal line extending to the right.

Maegan Messamaker  
Appanoose County Recorder