



**HARDIN COUNTY**  
**Board of Supervisors**

**Wednesday, November 7, 2018**

1. 8:30 A.M. Drainage  
[VIEW REGULAR DRAINAGE MEETING AGENDA](#)
2. 10:00 A.M. Call To Order  
Courthouse Large Conference Room
3. Pledge Of Allegiance
4. Approval Of Agenda
5. Approval Of Minutes

Documents:

[10-31-2018 BOARD MEETING MINUTES.PDF](#)  
[10-31-2018 DEPARTMENT HEAD MEETING MINUTES.PDF](#)

6. Approval Of Claims For Payment

Documents:

[VENDOR PUBLICATION REPORT 11-7-2018.PDF](#)

7. Set Time & Date To Receive Bids On 1992 Ford F150 Truck
8. Auditor's Monthly Report
9. Change Of Status: Sheriff's Office

Documents:

[SHERIFF CHANGE OF STATUS.PDF](#)

10. Resolution Changing Status Of County Attorney From Part-Time To Full-Time

Documents:

[RESOLUTION CHANGING STATUS OF COUNTY ATTORNEY FROM PART-TIME TO FULL-TIME.PDF](#)

11. Motion To Extend Appointment Of Darrell Meyer As Hardin County Attorney To The Time Of Being Sworn In As The Duly Elected Attorney
12. Policy For Transport Of Human Remains
13. Utility Permits & Secondary Roads Department
14. Public Comments

Documents:

[HARDIN COUNTY POLICY FOR PUBLIC COMMENT.PDF](#)

15. Other Business

16. Adjournment

HARDIN COUNTY BOARD OF SUPERVISORS  
MINUTES – OCTOBER 31, 2018  
WEDNESDAY – 10:00 A.M.  
COURTHOUSE LARGE CONFERENCE ROOM

Chair BJ Hoffman called the meeting to order. Also present were Supervisors Reneé McClellan and Lance Granzow; and Allan Standorf, Elaine Frerichs, Darrell Meyer, Jennie Rabe, Wes Wiese, Taylor Roll, Justin Ites, Micah Cutler, Jessica Lara, Donna Juber, Bob Juber, Dave Dunn, Dave McDaniel, Jessica Sheridan, Megan Dohrman, Machel Eichmeier, Curt Groen, Jean Groen, Rob Maharry, Julie Duhn, Lori Kadner, Taylor Nederhoff, and Nancy Lauver.

The Pledge of Allegiance was recited.

McClellan moved, Granzow seconded to approve the agenda as posted. Motion carried.

Granzow moved, McClellan seconded to approve the minutes of September 25, 2018 and October 24, 2018. Motion carried.

McClellan moved, Granzow seconded to approve the October 31, 2018 claims for payment. Motion carried.

Where upon Board Member Granzow moved that the following resolution be adopted:

**RESOLUTION NO. 2018-41**  
**RESOLUTION TO RESCIND RESOLUTION NO. 2018-35**

**WHEREAS**, Resolution No. 2018-35 was approved on September 19, 2018, for public hearing on the proposal to relinquish an easement and purchase certain real property in Hardin County, and

**WHEREAS**, the County believes it in the best interest of both parties at this time to rescind the aforementioned resolution,

**NOW THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Hardin County, Iowa, that Resolution No. 2018-35 is hereby rescinded, and the public hearing set for October 31, 2018, at 10:02 A.M. is cancelled.

The motion was seconded by Board Member McClellan and after due consideration thereof, the roll was called and the following Board Members voted:

Ayes:	Granzow, McClellan and Hoffman
Nays:	None
Absent:	None
Abstain:	None

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this 31st day of October, 2018.

/s/ BJ Hoffman  
BJ Hoffman, Chair  
Board of Supervisors

Attest:

/s/ Jessica Lara  
Jessica Lara  
Hardin County Auditor

At 10:16 a.m. the Chair opened the public hearing on the Courthouse HVAC Replacement System. With no oral or written comments or objections being received, McClellan moved, Granzow seconded to close the public hearing. Motion carried.

Where upon Board Member McClellan moved that the following resolution be adopted:

**RESOLUTION NO. 2018-42  
PROPOSAL TO ENTER CONTRACT  
FOR COURTHOUSE HVAC REPLACEMENT PROJECT**

**WHEREAS**, the Hardin County Board of Supervisors has received and reviewed bids for the Courthouse HVAC Replacement Project; and

**WHEREAS**, the Hardin County Board of Supervisors has selected to proceed with the project under the bid submitted by Reliable 1; and

**WHEREAS**, the Hardin County Board of Supervisors has complied with Iowa Code Section 26.12, and held public hearing on October 31, 2018;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Hardin County, Iowa, that the Chair of the Board of Supervisors is authorized to the enter attached contract with Reliable 1 which substantially memorializes the request for proposal, the bid submitted by Reliable 1 and proposed plan, specifications, form of contract and estimated costs for the Courthouse HVAC Replacement Project.

The motion was seconded by Board Member Granzow and after due consideration thereof, the roll was called and the following Board Members voted:

Ayes:	McClellan, Granzow and Hoffman
Nays:	None
Absent:	None
Abstain:	None

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this 31st day of October, 2018.

/s/ BJ Hoffman  
BJ Hoffman, Chair  
Board of Supervisors

Attest:

/s/ Jessica Lara  
Jessica Lara  
Hardin County Auditor

Megan Dohrman, IRVM, presented the department's monthly report. No action was necessary; informational only.

Utility Permits:

McClellan moved, Granzow seconded to approve the Iowa DOT permit application submitted by South Front Networks for the purpose of plowing fiber optic cable along Highway 65 from the curve north of Iowa Falls toward County Highway S45, crossing MM Avenue along the way. Located in Sections 4, 5 & 6, Hardin Township. Motion carried.

Granzow moved, McClellan seconded to approve the 17 HIPAA Security Policies as presented. Motion carried.



McClellan moved, Granzow seconded to approve the 2018 New Business Property Tax Credit Applications, payable 2019/2020, as presented. Motion carried.

McClellan moved, Granzow seconded to approve the hiring of Alec Jensen, permanent, part-time Correctional Officer, Sheriff's Office, effective 11-1-2018 at \$13.53/hour. Motion carried.

McClellan moved, Granzow seconded to approve the change of status for Michael Pearce to part-time correctional officer, Sheriff's Office, effective 10/26/2018 at \$13.53/hour. Motion carried.

**Public Comments:**

Julie Duhn requested 911 addresses on two confinements.

Other Business: None.

McClellan moved, Granzow seconded to adjourn. Motion carried.

---

BJ Hoffman, Chairman  
Board of Supervisors

---

Jessica Lara  
Hardin County Auditor

HARDIN COUNTY BOARD OF SUPERVISORS  
MINUTES – OCTOBER 31, 2018  
8:00 A.M.  
COURTHOUSE LARGE CONFERENCE ROOM

Attendees: BJ Hoffman, Lance Granzow, Renee McClellan, Aaron Hilligas, Micah Cutler, Lori Kadner, Machel Eichemeier, Don Knoell, Dave McDaniel, Wes Wiese, Darrell Meyer, Linn Adams, Taylor Roll, Jody Mesch, and Megan Dohrman.

Called the meeting to order at 8:00AM.

Micah Cutler discussed the new password protocol and basic computer safeguards. Next Micah discussed the HIPPA policies that would be considered by the board later this morning. Security camera options were presented to department heads for future consideration.

Aaron Hilligas took the floor to review employee handbook revisions and discussion about cell phone use and payments, insurance for spouses after retirement, and other changes in policy. Supervisor Hoffman briefly discussed the scheduling of initial budget meetings with all department heads to initiate budget conversations. Hoffman informed the audience that following the election Auditor Lara will be providing some form of budget worksheets to utilize going forward.

Lastly, the Christmas party is tentatively scheduled for December 7, 2018 at the Hardin County Fairgrounds. Engineer Roll and his staff will be presenting further details in the near future. Hoffman affirmed that the next meeting will be held on Wednesday, January 30, 2019 at 8:00 AM.

Adjourned at 9:16 AM

---

BJ Hoffman, Chair  
Board of Supervisors

---

Jessica Lara  
Hardin County Auditor

Claims Paid - November 7, 2018

Access Systems Leasing	\$196.04
Ackley Public Library	\$715.65
Ahlers & Cooney-P.C.	\$1,798.10
Airgas North Central	\$264.34
Alden Public Library	\$1,326.57
Alliant Energy	\$415.77
Arnold Motor Supply	\$72.50
Bauer Built Tire	\$3,020.80
Beth Shanks	\$9.00
Brad Howland	\$500.00
Brittany J Small	\$29.20
Calhoun Burns and Assoc	\$3,390.41
Campbell Supply Co	\$1,821.04
Casey's General Store	\$40.00
CBM Food Service	\$3,871.06
Central Lock & Key, Inc	\$305.00
Cintas Corporation	\$326.43
City of Alden	\$40.41
City of Eldora	\$5,889.44
City of Hubbard	\$40.12
City of Iowa Falls	\$2,115.12
City of Steamboat Rock	\$64.78
Concrete Inc	\$942.75
Connie J Mesch	\$50.00
COOLEY PUMPING LLC	\$95.00
Covenant Health Systems Dept 0019	\$7,665.76
Crosser Electric Inc.	\$321.34
Culligan	\$106.50
Darrell G. Meyer	\$150.75
Eldora Hardware	\$16.36
Frank Dunn	\$799.00
GATR of Des Moines, Inc	\$579.50
Greenbelt Home Care	\$22,839.49
Grundy Co. Memorial Hospital	\$164.00
Hardin Co Agriculture Soc	\$2,000.00
Hardin County Sheriff	\$9,031.00
Hubbard Public Library	\$1,277.28
Iowa Regional Utilities Assoc.	\$220.36
IP Pathways	\$127.50
Johnson Wildlife Studio	\$1,059.50
Lawson Products Inc	\$555.40
Machel R Eichmeier	\$16.00
Marsha Kramer, Landlord	\$400.00
Martin Marietta Aggregate	\$167.83
Matt Kane Construction	\$417.46
McDowell & Sons Contractors	\$330.00
Pinecrest Mobile Home Park	\$605.00
Pottawattamie Co Sheriff	\$35.00
Power Plan OIB	\$1,320.14
Quality Automotive	\$40.25
Radcliffe Public Library	\$1,496.18
RC Systems- Waterloo Office	\$1,834.55
Reliable1	\$80.00
Robert C Drake	\$43.00
Sadler Power Train Inc	\$347.06
South Hardin Signal Review	\$35.00
State Medical Examiners Office	\$2,024.00
Steamboat Rock Library	\$948.80
Storey Kenworthy	\$51.61
Storey Kenworthy	\$3,590.36
Super 8 Motel Ia Falls	\$583.87
Susan Knight	\$500.00
Tim Rogers	\$109.80
Times Citizen	\$215.26
U.S. Cellular	\$1,274.19
Union Leasing	\$23.95
Union Public Library	\$1,404.85
Verizon Wireless	\$1,713.19
VISA	\$4,408.74
Walmart Community	\$55.69

<b>Watson</b>	<b>\$75.00</b>
<b>William J Hoffman</b>	<b>\$230.50</b>

<b>Grand Total</b>	<b>\$98,630.55</b>
--------------------	--------------------

---

**BJ Hoffman, Chair**  
**Board of Supervisors**

---

**Jessica Lara**  
**Hardin County Auditor**



**HARDIN COUNTY**  
Employee Change of Status Report

**FILED**  
NOV - 2 2018  
HARDIN COUNTY AUDITOR

Please enter the following change(s) as of: **11-02-2018**

Name: **Brice, Matthew**

Address: **Eldora, IA 50627**

Department: **Sheriff's Office**

Position: **Correctional Officer**

Fund \_\_\_\_\_

Gross \_\_\_\_\_

Salary or Hourly Rate: **\$13.53/hr**

STATUS    ( ) Full-time            ( X ) Permanent Part-time            ( ) Temporary/Seasonal  
Part-time

Reason for change:

- |                  |                          |
|------------------|--------------------------|
| ( ) Hired        | ( <u>X</u> ) Resignation |
| ( ) Promotion    | ( ) Retirement           |
| ( ) Demotion     | ( ) Layoff               |
| ( ) Pay Increase | ( ) Discharge            |

( ) Leave of absence to: \_\_\_\_\_  
(date)

( ) Other:

Dates of Employment: From:    To

Last day of work will be: **11-01-2018**

Beyond the last day of work, the employee was (or will be) paid for: **None**

Vacation:

Comp:

Authorized by:  Date: 11-02-2018  
Elected Official or Department Head

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Appropriate Board (If Applicable)

Where upon Board Member \_\_\_\_\_ moved that the following resolution be adopted:

**RESOLUTION NO. \_\_\_\_\_**

**CHANGING STATUS OF COUNTY ATTORNEY FROM PARTTIME TO FULLTIME**

**WHEREAS**, the Board of Supervisors desires that the position of Hardin County Attorney be fulltime; and

**WHEREAS**, the Board of Supervisors has the authority under Iowa Code Section 331.752 to change the Hardin County Attorney position from a part-time to a full-time position after the general election; and

**WHEREAS**, Iowa Code Section 331.752(4) provides that the change to fulltime may take effect immediately upon agreement of the Board of Supervisors and the affected county attorney; and

**WHEREAS**, the Board of Supervisors and the affected county attorney agree to waive any delay in the effective date of the change to full-time status; and

**WHEREAS**, Iowa Code Section 331.752(5) further requires the Board of Supervisors establish an initial fulltime salary which is subject to reviews pursuant to Iowa Code Section 331.907; and

**WHEREAS**, the Board of Supervisors has viewed and considered current actual salaries of fulltime county attorneys across Iowa, as well as the compensation study prepared in December 2017 and used by the Board to set the county officials' compensation for fiscal year 2018-2019; now

**THEREFORE, BE IT RESOLVED** by the Board of Supervisors of Hardin County, Iowa, that the position of Harding County Attorney shall be fulltime, effective immediately; and

**FURTHER BE IT RESOLVED** that the initial annual salary of the fulltime Hardin County Attorney shall be \$\_\_\_\_\_.

The motion was seconded by Board Member \_\_\_\_\_ and after due consideration thereof, the roll was called and the following Board Members voted:

Ayes:

Nays:

Absent:

Abstain: none

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this 7<sup>th</sup> day of November, 2018.

\_\_\_\_\_  
BJ Hoffman, Chair  
Board of Supervisors

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

Hardin County Auditor


## HARDIN COUNTY'S POLICY

### FOR PUBLIC COMMENT


1. The "Public Comments" section of the agenda is your opportunity to address items not on the agenda. A speaker may speak to one (1) issue per meeting for a maximum of three (3) minutes. Official action cannot be taken by the Board at that time, but may be placed on a future agenda or referred to the appropriate department. Keep items germane and refrain from personal or slanderous remarks.
2. The public may address any item on the agenda after recognition by the Chair. State your name, address, and group affiliation (if appropriate). You may speak one (1) time for a maximum of three (3) minutes.

Adopted this 1st day of July, 2009.

HARDIN COUNTY BOARD OF SUPERVISORS

  
Jim Johnson, Chair

  
Erv Miller, Member

  
Ed Bear, Member