

Board of Supervisors  
Calhoun County Courthouse  
Rockwell City, Iowa  
Tuesday, June 18, 2013

The Board of Supervisors of Calhoun County met with the following members present: Nicholson, Hoag, Sr., and Jacobs

Agenda additions: None

It was moved by Hoag, Sr. and seconded by Jacobs to approve the agenda. Ayes all. Motion carried.

The minutes of the last meeting were read. It was moved by Jacobs and seconded by Hoag, Sr. to approve the minutes. Ayes all. Motion carried.

A department head meeting was held at 9:10 am. Sue Hammen, Human Resource Director, conducted the meeting. Those present were: Judy Howrey, Auditor; Ron Haden, Engineer; Kerrie Hull, EMS/EMA; Marlene Welander, General Assistance & Veterans Affairs Director; Jane Condon, Public Health; Tina Meth-Farrington, Attorney; Leisa Mayer, CPC; Kathy Bennett, Recorder, Lori Erkenbrack, Treasurer; Joan Wagner, Assessor; Bill Jurries, Maintenance Supervisor; and William A. Davis, Sheriff. The County Vehicle Operations Policy was discussed. It was moved by Jacobs and seconded by Hoag, Sr. to approve the policy effective this date. Ayes all. Motion carried.

POLICY CHANGE FOR MEETING EXPENSES AND REIMBURSEMENTS  
Policy change effective July 1, 2013

It was moved by Jacobs and seconded by Hoag, Sr. to approve the attendance of county employees to schools of instruction and county meetings including mileage and necessary expenses. A maximum of \$40.00 per day, with detailed meal receipts attached indicating each employee, will be paid for authorized work activities requiring an overnight stay. Per IRS Publication 15-B, any expense for noon meals or any other meal expenses not requiring an overnight stay (separate detailed receipt required) will be considered a taxable fringe benefit and will be reimbursed to each employee via payroll. Alcoholic beverages and/or tips for the meal will not be reimbursed. Expense rate for all mileage will be paid by Calhoun County for use of personal vehicles at \$.50 per mile (depending on the department policy) and will pay the necessary parking fees while at meetings with receipts attached. The County will reimburse hotel expenses at the block room rate (if available). If no block room rate is available, hotel rooms will be reimbursed at the government rate or the maximum of \$110.00 basic rate per night. Exceptions to this amount must be approved in advance by the BOS. Ayes all. Motion carried. Approved by the Calhoun County Board of Supervisors on Tuesday, June 18, 2013.

The next department head meeting is scheduled for Tuesday, September 17.

Ron Haden, Engineer, and Steve Goins, Assistant to the Engineer, met with the Board to update them on Secondary Road projects.

The "Access Connection/Entrance Permit Application to construct a new Type "B" Paved Access Connection with Drainage Structure Required" was reviewed. The proposed access will connect to Primary Highway 4 and will be in the name of Al's Corner Oil Company, Rollin Tiefenthaler, President. Also present was Pam Anderson, Economic Development Director. Ron Haden, Engineer, expressed concerns about the width of the road. Pam and Ron will call Rollin and discuss it with him. After conferring with Cindy Tiefenthaler, she advised to leave the application and drawings as is and to send on to Wayne Brensel, Engineering Operations Technician with the Department of Transportation. The Access Connection/Entrance Permit Application was approved and signed by Keith Roos, County Zoning Administrator.

It was moved by Jacobs and seconded by Hoag, Sr. to approve a pay increase for Tammy Swank, Sheriff's Office, to \$11.00 per hour effective July 1, 2013. Ayes all. Motion carried.

Bill Jurries, Maintenance Supervisor, met with the Board concerning an e-mail received from Doyle Construction, Fort Dodge, for interest in bidding on the courthouse window project. He advised the Board of the windows to be replaced. A legal notice with specs will be in the two official newspapers for two weeks with bids due by 4 pm, Monday, July 8. Bids will be opened Tuesday, July 9<sup>th</sup> at the regular Board meeting.

Tina Meth-Farrington, County Attorney, and William A. Davis, County Sheriff, met with the Board to discuss two examples of a "Social Host Ordinance". Tina and Bill have met with some towns also for them to draw up an ordinance. After further discussion, the Board reviewed both examples and advised Tina to proceed with the ordinance which will then be published for a hearing.

Marlene Welander, General Assistance/Veterans Affairs Director, met with the Board to discuss an adjustment in wages and hours as to being the Veterans Affairs Director and working 30 hours per week in accordance with the new health insurance requirements. Also present was Sue Hammen, Human Resource Director. After a discussion, it was moved by Hoag, Sr. and seconded by Jacobs to approve the requested adjustment as Veterans Affairs Director to 30 hours per week at \$34,223.60. Ayes all. Motion Carried.

A call was received from Webster County Board of Supervisors acting as Trustees for Joint DD #70-95 to approve pay estimate #2 to Ingraham Construction for \$62,233.04. Ayes all. Motion carried.

It was moved by Jacobs and seconded by Hoag, Sr. to adjourn until Tuesday, June 25, 2013 at 9:00 am for their regular Board meeting. Ayes all. Motion carried.

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Gary Nicholson, Chairman

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Judy Howrey, Auditor

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Dean G. Hoag, Sr., Vice Chairman

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Scott Jacobs