

Board of Supervisors
Calhoun County Courthouse
Rockwell City, Iowa
Tuesday, October 6, 2015

The Board of Supervisors of Calhoun County met with the following members present: Nicholson, Cooper, Jacobs via telephone.

Agenda additions: None

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

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

Dwight Dial did not attend the meeting.

After the informational meeting on September 29 for Drainage District #107, an additional motion is required. It was moved by Cooper and seconded by Jacobs to authorize I&S Group, Engineering firm, to do a study on Drainage District #129 to determine capability to handle water from Drainage District #107 with costs of study to be paid by Drainage District #107. Ayes all. Motion carried. This motion will be part of Drainage District #107 minutes also.

Zac Andersen, Engineer and B.J. Musselman, Maintenance Superintendent, met with the Board to update them on Secondary Road projects.

Two quotes were received for an 18' trailer. It was moved by Cooper and seconded by Jacobs to accept the quote from Fort Dodge Trailer World for \$2,993.00. Ayes all. Motion carried.

It was moved by Cooper and seconded by Jacobs to approve the employment of Chris Green as Equipment Operator II at a pay rate of \$20.71 per hour, effective October 7, 2015. Ayes all. Motion carried.

Scott Jacobs left the meeting.

It was moved by Cooper and seconded by Nicholson to approve the quarterly report of Commission of Veteran Affairs by Richard Shinn, Director of Veteran Affairs; quarterly report of County Auditor by Judy Howrey and all sixteen Townships timely filed their Summary Statement of Receipts and Disbursements. Ayes all. Motion carried.

It was moved by Cooper and seconded by Nicholson to approve the following policy:

**Calhoun County Policy on Use of Electronic Devices
While Driving**

Of increasing concern to Calhoun County are the damages of distracted driving. Numerous studies have demonstrated how the use of electronic devices while driving pose a significant safety risk to motorists, their passengers and others on the road.

Therefore, Calhoun County will follow the law regarding the use of electronic devices, including but not limited to telephones, personal digital assistants, and portable or mobile computers, when driving and doing business associated with job duties for Calhoun County. This includes, but is not limited to text messages, answering or making phone calls, engaging in phone conversations, and reading or responding to e-mails.

Calhoun County employees should not:

- Engage in Texting activity while driving
- Read or respond to e-mail while driving
- Check electronic applications or devices while driving

Calhoun County is concerned about the safety and well-being of its employees. This is so important that violations of this policy will be considered serious and may result in the imposition of discipline up to and including termination of employment.

Calhoun County employees are encouraged to limit making or receiving phone calls and engaging in phone conversations while driving. Calhoun County employees should:

- Pull over to a safe place and put the vehicle in PARK, if an electronic device needs to be accessed while on the road.
- Consider modifying your voice mail greeting to indicate that you are unavailable to take calls or return messages while driving.

The provisions of this policy governing the use of electronic communications devices do not apply to the following persons:

1. A member of a public safety agency performing official duties.
2. Health care professional in the course of an emergency situation.
3. A person sending or receiving safety-related information including emergency, traffic or weather alerts.

This policy goes into effect immediately. Adopted this 6th day of October, 2015. Ayes all. Motion carried.

Scott Smith and Ron Sinnwell, IMWCA, met with the Board concerning the renewing of the Best Practices Certification from IMWCA. This is the fourth time Calhoun County has received this award. There are 527 members (cities and counties) in IMWCA. Calhoun County is one of the 11 members to receive this award. Ron noted that only 5 members have ever received this award for the fourth time.

Scott Jacobs joined the meeting.

Sue Hammen and Jane Condon of Public Health and Tina Meth-Farrington, County Attorney, met with the Board to discuss a Human Resource position. No action was taken. More discussion is needed at the next Department Head meeting.

Renee Stauter, Mid-Iowa Insurance, met with the Board concerning Cyber breach expense alternate quotes. After discussion, it was moved by Cooper and seconded by Jacobs to increase the cyber breach liability insurance to \$250,000 for an additional premium of \$2,938. Ayes all. Motion carried.

Renee also discussed drainage district coverage for the Board.

Kathy Jurries, Recorder and Judy Howrey, Auditor met with the Board concerning digital imaging of old books and other records stored in the Auditor's and Recorder's office. It was moved by Cooper and seconded by Jacobs to approve the digital imaging and scanning system from Microfilm Imaging Systems, Inc., for installation, training, and monthly rental with support. Ayes all. Motion carried.

Calhoun County is to provide staff/personnel to do the scanning. It was moved by Cooper and seconded by Jacobs to approve the hiring of Dawn Hendricks, effective October 7, 2015 at \$11.50 per hour. Ayes all. Motion carried.

At 11:45 A.M., it was moved by Cooper and seconded by Jacobs to go into closed session concerning litigation regarding Dakota Access Pipeline as per Chapter 21.5(1) (C) Code of Iowa. Also present was David Wollenzien, Calhoun County Drainage Attorney and Tina Meth-Farrington, County Attorney.
Ayes: Nicholson, Cooper and Jacobs via telephone. Nays: None.
Motion carried.

At 12:15P.M., it was moved by Cooper and seconded by Jacobs to come out of closed session. Ayes: Nicholson, Cooper and Jacobs via telephone.
Nays: None. Motion carried.

It was moved by Cooper and seconded by Jacobs to adjourn until Tuesday, October 13th at 9:00 A.M. for their regular meeting. Ayes all. Motion carried.

Gary Nicholson, Chairman

Mike Cooper, Member

Scott Jacobs, Vice-Chairman

Judy Howrey, Auditor