

August 20<sup>th</sup>, 2024

The meeting of the Board of Supervisors was called to order at 9:03 am by Chairman Heath Hansen. Present were Heath Hansen, Rick Thompson, Doug Sorensen, Lisa Frederiksen, Chassity Musfeldt, Corey Eberling, Deb Campbell, Gail Richardson, and John Hansen.

Motion- Thompson Second- Sorensen to approve the agenda. Vote-all in favor. Motion- Thompson Second- Sorensen to approve the emergency meeting minutes of 8-2-24. Vote-all in favor. Motion- Sorensen Second- Thompson to approve the meeting minutes of 8-13-24. Vote-all in favor. Public comment period was opened at 9:20 am. Corey Eberling with APEX asked if there were any questions or concerns. Eberling said the APEX landowner dinner will be held in Exira on 9-10-24. APEX is currently working with the Exira Church/food pantry to match donations received up to \$2000. Eberling said they would like to do harvest meals again and are hoping to partner with the local FFA for this project.

During public comment period, Supervisor Thompson discussed the idea of moving payroll to twice a month. Thompson said he has been approached by employees who stated they may quit if payroll continues to be ran once a month. Thompson said Audubon County is one of the few counties who runs monthly payroll, and this has been a reason that potential employees do not take a job with the County. Auditor Frederiksen discussed the payroll situation with Supervisors and said there would be many factors that need to be considered before running it twice a month including figuring out the deduction splits, the union agreements, hiring additional staff, working with the software company to update the changes, and figuring out the new cut off dates. There would most like need to be an MOU with the Union for this potential change. There are also employees who prefer once per month. She has already discussed beginning the process in July 2025 and had already contacted Shelby County to view/assist with the changeover.

Discussion was held on claim for the State Auditor's fees. They have increased significantly in the last few years. Frederiksen asked about splitting the fees between two funds/departments. No decision was made but Frederiksen said if Supervisors need time to think on it, she could adjust with a Journal Entry at a later date. Hansen said to go ahead and pay the claim without a split for the time being. Discussion on Budget Amendment #1 was held. A memo will be sent out to Department Heads to have their final numbers in by October 1<sup>st</sup> if they need an amendment. Motion- Thompson Second- Sorensen to approve and set the canvassing date for Kimballton City Special Election for Monday October 7<sup>th</sup>, 2024, at 9:00 am. Vote-all in favor. Discussion was held on the bill for supplies and Custodian labor to fix a toilet in the rental space at the Memorial Building. The men's public restroom has been having issues with water running non-stop/leaking. Courthouse Custodian Hansen was asked to look at this when noticed last week. Supervisor Hansen said he would bring the bill for the parts over to City Hall and talk to them about it. It was also noted that the bathrooms at the Memorial Building are still not being sanitized/cleaned. Hansen said he would also mention this to the City of Audubon again. Treasurer Campbell presented the Jan-June 2024 Investments Report.

The random cash count that was completed at Conservation and noted in last week's minutes was discussed again. After the count was completed last week on 8-13-24, it was noted that there had been no deposits from Conservation since 8-7-24 for camping/rental revenues, so there should have been more money than the \$75 that was available to count at the random visit. Haag had said that they had not collected deposits for the day (8-13-24) so that was why there was only \$75 in cash present. It was questioned where the camping/rental checks and cash were from 8-7-24 to 8-13-24. Treasurer Campbell and Supervisor Hansen went back down to Littlefield on 8-13-24 to do a second random cash count of the unaccounted revenues. They were unable to locate or get ahold of Director Haag but the employees were helpful to answer questions. Hansen and Campbell were told that Haag keeps all the collected cash/checks in a safe because it is the most secure place. It was suggested that Conservation needs to figure out a better system for balancing/receiving/storing/depositing the cash and checks and have at least two different people signing off and handling the money. Employees explained the system for collecting fees. Other discussion on Conservation included the rental revenues being put into park & improvement fund unauthorized. Journal entries were done to fix the rental revenues but it was suggested that

Supervisors need to communicate with Haag about this issue as it is their policy/duty versus expecting the Auditor's office to handle it for them. More discussion will follow at next week if Haag is able to attend.

Gail Richardson with the Audubon Public Library inquired about recent discussion on allocating County funds for 28E agreements between cities for the library coverage. Richardson wondered why a library would need a 28E agreement if they are supposed to provide coverage to those within the County, regardless of which City they reside in. Supervisors said the FY25 allocation for the cities of Kimballton and Brayton towards their 28E agreements was a one-year occurrence and is subject to change next fiscal year.

Auditor Frederiksen inquired about the Public Comment discussion regarding the payroll twice/month and why it wasn't put as line item on the agenda by Thompson instead of bringing it up during the comment period and requesting her presence to discuss.

Motion- Sorensen Second- Thompson to approve the Site Services proposals for Asbestos removal in the Sheriff's Dispatch Room, Treasurer's office and vault, and Recorder's office and vault. Vote-all in favor.

Engineer Rydl gave a Secondary Roads Maintenance & Construction update. Motion- Thompson Second- Sorensen to approve pay estimate #2 for Project No. RC-C005(76)—9A-05 in the amount of \$60,972. Vote-all in favor. Rydl said the Puck project is going well and will have two more pours to the intersection, cure time, then hopefully open middle/late next week. Discussion on ash trees (located in Right of Ways) that could pose a threat to fall onto roadways were discussed. The maintainers have been keeping track of those in question and there were a lot more than anticipated. Rydl told the Supervisors that a landowner had recently contacted Secondary Roads about a tree located on their property (not in the Right of Way), and said the County needed to come take care of it before it fell. Supervisors agreed that the County can assist with the removal to those that are in the Right of Way but the ones that are fully on private property are the landowner's responsibility. If the trees needing removed pose a risk to traffic during removal, the County can be contacted to help with traffic control/signs.

Motion- Sorensen Second- Hansen to accept/file Auditor's Month End. Vote-all in favor. Supervisor month end for July 2024 was reviewed. Motion- Thompson Second- Sorensen to approve claims as submitted by various departments in the amount of \$130,496.20 and published in a separate publication at the end of August. Vote-all in favor. There was no closed session pursuant to Iowa Code 21.5(1)(i). Supervisors will have a special meeting on Monday at 1:00 for the discussion with ETI/Justin Veik. Work session on County Ordinances was not held. Motion- Thompson Second- Sorensen to adjourn the meeting at 12:14 pm.

/s/Heath Hansen  
Chairman, Board of Supervisor

Attest /s/ Chassity Musfeldt  
Audubon County Auditor Clerk