

The meeting of the Board of Supervisors was called to order at 9:03 am by Chairman Heath Hansen. Present at the meeting were Heath Hansen, Don Mosinski, Kent Grabill, Chassity Musfeldt, Mitch Rydl, Gareth Stouffer, William Baylor, Todd Johnson, Deb Campbell, Miranda Bills, Ashley Madsen, Bruce Haag, Ben Linde, John Hansen, Tyler Thygesen, and Chris Swensen.

Motion- Grabill Second- Mosinski to approve the agenda with the additions of policy review and discuss/approve Guthrie REC Utility Permit. Vote-all in favor. Discussion was held on County employee compensation time usage. Supervisors have asked the department's they oversee to get the time used before the end of the fiscal year if possible. They will reach out to see when the remaining is planned to be used. Secondary Roads provided a signed MOU clarifying that the 80-hour compensation time max was to be in effect the date signed on February 13<sup>th</sup>, 2024. Engineer Rydl said the Secondary Roads employees are aware that once the 80-hour limit is hit, they will be unable to accrue any additional until the balance is brought down. Supervisors requested a report to show the current balances of all employees. Public Comment was opened. Gareth Stouffer with Coyote Willow Wind/APEX said the project is still moving along well. Motion- Grabill Second- Mosinski to approve the MMP Annual Updates/Changes for the following: Anthofer Family Farms #68601 & Fett Barn #59766. Vote-all in favor. Motion-Mosinski Second-Grabill to accept/file the Recorder's Report of Fees collected for the month of June 2025. Vote-all in favor. Motion- Mosinski Second-Grabill to accept/file the Veteran's Affairs Quarterly report for April-June 2025. Vote-all in favor.

Veteran's Affairs Director Baylor spoke to the Supervisors about the condition of the Veteran's Affairs Memorial Wall located on the Courthouse property. It is unknown who actually owns this, but it is in need of repairs. Quotes were provided for the cost to fix it. Baylor stated that he was approached by the 100 Women of Audubon, and they would be willing to donate towards the repair. More discussion will be held on this after some research is done. Supervisors agreed that it needs repair no matter what but will need to figure out if the repair costs will be ran through the County or directly paid to the Contractor fixing it, from the donations.

The July monthly Department Head meeting was held at 9:30 am. The window air units prior to the new HVAC system are on auction, ending this Thursday. Department Heads agreed that the revenues from the air unit sales can go back into Department 51. Employees are encouraged to get the wellness exam and online assessments done and submitted before the end of the month. Motion- Grabill Second- Mosinski to approve changing the Courthouse Holiday Closing Date from Christmas Eve and Christmas Day 2025 to Christmas Day and December 26<sup>th</sup>, 2025. Vote-all in favor. Employees can use vacation or floating holiday time if they would like to be off on Christmas Eve. The postage meter issues were discussed with Department Heads. Representatives from Pitney Bowes got back to the Supervisors with questions on the actual end date of the current contract. The contract is good until September of 2026, but the County is encouraged to get a new machine ordered at least 6 months prior to that date. More discussion will follow at a later date, but the current machine can keep being used in the meantime. The Planning and Zoning Director position and pay was discussed. Department Heads gave input and suggestions on handling this. The Courthouse thermostat policy was reviewed at last week's meeting and needs updated. Custodian Hansen discussed the new HVAC system. Department Heads gave input/suggestions on temperature limits. A policy will be drafted for review and approval at next week's meeting. Recorder Bills wanted the Courthouse Vaults humidity/temperature to be considered when setting limits because they need to be maintained for all the stored documents. EMA Director Thygesen gave a Safety Committee update and said there will be a potential fire extinguisher training for employees soon. IT Director Linde is looking into speakers for the hallways for the emergency alarm system.

Motion- Mosinski Second- Grabill to approve the hiring Resolution 2025-39 for Steven Flathers to be hired as a Grade 2 Operator B at Secondary Roads as follows. Vote-all in favor.

**Resolution 2025-39**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that Steven Flathers be hired as Grade 2 Classification, Equipment Operator B, Start column, for the Secondary Roads Department effective July 28<sup>th</sup>, 2025.

Hourly wage will be \$23.60 with benefits as per the contract between Audubon County and Public, Professional and Maintenance Employees, Local Union #2003. Insurance coverage shall begin September 1<sup>st</sup>, 2025.

Passed and approved this 8th day of July 2025.

Audubon County, Iowa Board of Supervisors

/s/Heath Hansen

ATTEST By: /s/Chassity Musfeldt, Auditor Clerk

Rydl gave Secondary Roads maintenance and construction updates. Motion- Mosinski Second- Grabill to approve Pay Estimate #4 to Precision Concrete Services for the Lark Ave Project in the amount of \$144,639.42. Vote-all in favor. Motion- Mosinski Second- Grabill to approve pay estimate #4 to Henningsen Construction for the F65/Brayton Project in the amount of \$323,382.56. Vote-all in favor. Motion- Grabill Second- Mosinski to approve the Guthrie REC Utility permit for a new residence. Vote-all in favor. Rydl discussed using TIF funds for potential projects.

The ACED financial reporting/by laws/ membership fee information has not been received. Chairman Hansen said he talked to Sara Slater at ACED yesterday and she will be sending it over today. Motion- Grabill Second Mosinski to approve the FY26 Wage Resolution 2025-38 for regular Auditor staff, IT Director, and Custodian as follows. Vote-all in favor.

**RESOLUTION 2025-38**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that effective July 1, 2025, wages of Auditor Office regular staff, Janitor and IT Director will increase 2.5% in line with Compensation Board recommendation for FY26 elected officials.

Dated at Audubon County, Iowa this 1st day of July 2025.

/s/Heath Hansen

Chair, Audubon County Board of Supervisors

ATTEST: /s/Chassity Musfeldt

Audubon County Auditor Clerk

Motion- Mosinski Second-Grabill to accept/file the Sheriff’s Department Quarterly Report from April-June 2025. Vote-all in favor. Attorney Swensen presented the Attorney Staff FY26 wage resolutions. Motion- Grabill Second- Mosinski to approve Resolution 2025-40 FY26 Wages for Legal Assistant Tiffany Henkle as follows. Vote-all in favor.

**RESOLUTION 2025-40**

**BE IT HEREBY RESOLVED**, by the Audubon County Board of Supervisors that effective July 01,2025, Tiffany Henkle, employed as a full-time County Attorney’s Office Legal Assistant shall receive a wage of \$25.63/hour at 40 hours per week.

Dated Audubon County, Iowa this 7<sup>th</sup> day of July 2025.

/s/Heath Hansen

Chairperson, Audubon County Board of Supervisors

ATTEST By: /s/Chassity Musfeldt

Audubon County Auditor Clerk

Motion-

Grabill Second- Mosinski to approve Resolution 2025-41 FY26 Wages for County Attorney’s Office Legal Assistant Sarah Irlbeck as follows. Vote-all in favor.

**BE IT**

**HEREBY RESOLVED**, by the Audubon County Board of Supervisors that effective July 01, 2025, Sarah Irlbeck, employed as a full-time County Attorney’s Office Legal Assistant shall receive a wage of \$26.46/hour at 40 hours per week.

Dated

Audubon County, Iowa this 7<sup>th</sup> day of July 2025.

/s/Heath Hansen

Board of Supervisors

Chairperson,

ATTEST By: /s/Chassity

Musfeldt Audubon County Auditor Clerk

The letter of concern regarding the water issues in the County was discussed with Swensen. Motion- Grabill Second- Mosinski to approve the meeting minutes of 6-24-25, 6-27-25 and 7-1-25. Vote-all in favor. Motion- Grabill Second- Mosinski to approve claims as submitted by various departments to be paid in the amount of \$534,756.25 and published in a separate publication at the end of the month. Vote-all in favor. Meeting adjourned at 12:39 pm.

/s/Heath Hansen

Chairman, Board of Supervisors

Attest: /s/Chassity Musfeldt

Audubon County Auditor Clerk