

August 5th, 2025

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, Devon Gieselman, Mike Blum, Miranda Bills, Deb Campbell, Chris Swensen, Tiffany Henkle, Ben Linde- phone.

Motion- Mosinski Second- Grabill to approve the agenda with the addition of approving a disallowed homestead credit. Vote-all in favor. IT Director Linde phoned in to discuss potential IT back-up while he is out of the office on vacation. He has been in contact with the Carroll County IT Director and will provide more information to Supervisors soon. Motion- Grabill Second- Mosinski to approve the meeting minutes of 7-29-25. Vote-all in favor. Motion- Grabill Second- Mosinski to approve the following MMP annual updates/changes: Cottonwood (Blomme) 63260; Klocke (D Robinson) 64023 and Brad Weber #62423. Vote-all in favor. Motion- Mosinski Second- Grabill to accept/file the Recorder's July 2025 report of fees collected. Vote-all in favor. Motion- Mosinski Second- Grabill to approve the asset deletion slips for all of the window air units sold on auction, and one desk. Vote-all in favor. Motion- Mosinski Second-Grabill to approve the lowest bid from the three received, coming in at 5.85% from Landman's Bank, for the Secondary Road's purchase of 2 motor graders. There will be no penalty if they are paid off early, and if interest rates happen to decrease, they will honor the lower rate. Vote-all in favor. Supervisor Grabill sent an email to ETI/Justin Veik to get a definite date of when the warranty for the HVAC project started. Supervisors reviewed County Wide policies 15 (AP Claims) and 16 (Petty Cash). Revisions will be made and approved next week. Moving forward, all policy updates need to be renumbered and titled. Motion- Mosinski Second- Grabill to approve the revised policy 14 (Fixed Assets). Vote-all in favor. Treasurer Campbell and Recorder Bills discussed the petty cash policy with Supervisors. Motion- Grabill Second- Mosinski to approve claims as submitted by various departments to be paid in the amount of \$167,280.53 and published in a separate publication at the end of the month. Vote-all in favor. Motion- Mosinski Second- Grabill to approve/sign both Pay Apps #6 for Henningsen Construction (Brayton Road Project) in the amount of \$6759.25 and Precision Concrete Services (Lark Ave Project) in the amount of \$54,641.59. Vote-all in favor.

Attorney Swensen and staff Tiffany Henkle discussed the Planning & Zoning Director position and pay amount with Supervisors. Supervisors initially proposed a rate of \$2400/year paid \$200/monthly for this additional duty. Henkle was the only interested person and countered with \$5400/year. Supervisors discussed the pros and cons of having this as a separate hourly position verse a flat rate stipend. They felt this would be the best way to track actual hours worked and would be able to compensate for the time accordingly. Motion- Mosinski Second- Grabill to approve Tiffany Henkle as the Planning & Zoning Director, receiving an additional \$5400/year with mileage paid when needed. Vote-all in favor. Supervisor Grabill will draft the resolution for approval at next week's meeting. They would like an update with the estimated hours worked and a description of what was worked on at the October 7th, 2025, meeting.

Attorney Swensen discussed the HVAC project and errors and omissions. More information and documents will need to be researched. Chairman Hansen signed a homestead application that was pulled last year. The FY26 allocation sheet was reviewed and filled out accordingly. Meeting adjourned at 12:15 pm.

/s/Heath Hansen

/s/Chassity Musfeldt

Chairman, Board of Supervisors

Attest: _____
Audubon County Auditor Clerk