

Guthrie County Board of Supervisors

Regular Session

April 9, 2024

The Guthrie County Board of Supervisors met this 9th day of April, 2024, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Maggie Armstrong, Brian Johnson, Jerome “J.D.” Kuster and Steve Smith. Mike Dickson was absent from the meeting

The meeting came to order at 9:00 a.m.

Board recited the Pledge of Allegiance.

Motion to approve the consent agenda, which included minutes from April 1, 2024 and April 2, 2024, as well as a status change notice for Caleb Wulf – Sheriff Jailer moving from part-time to full-time, by Armstrong second by Smith. Ayes: 4.

No public comments were received.

Beth Watson, Guthrie County Veteran Affairs, provided an update and her quarterly report.

Josh Sebern, Guthrie County Engineer, joined the meeting to discuss resolutions for noxious weeds and signature authorization for Project BHOS-C039(99) – 5N-39. Sebern also presented the FY25 DOT budget, and five-year plan.

Motion by Smith second by Armstrong to adopt Resolution 24-23: Noxious Weed Notice to All Property Owners. Motion carried on a roll call vote; Ayes: 4.

Motion by Armstrong second by Smith to adopt Resolution 24-24: Resolution Authorizing Engineer to Sign Contract for Project BHOS-C039(99) – 5N-39. Motion carried on a roll call vote; Ayes: 4.

Motion by Smith second by Armstrong to approve fiscal year 2025 Secondary Roads Department budget for the Iowa Department of Transportation. Ayes: 4.

Sebern then reviewed the Fiscal Year 2025 County Five Year Plan.

Motion by Armstrong second by Smith to approve the Fiscal year 2025 County Five Year Plan. Ayes: 4.

Jotham Arber, Health Services Director, joined the meeting to discuss a vicious dog ordinance. Arber will provide the ordinance to the county attorney for review, and schedule a meeting with a few Board members, Board of Health members and any other necessary attendees.

Brian Hoffman, IT Administrator, joined the meeting to discuss his proposed IT Use Policy and Multi-Factor Authentication (MFA) Policy. Hoffman discussed an MFA requirement using a cell phone app when employees may be accessing their email or connecting to the County server away from County offices. Hoffman stated that there is an option to supply a key that would plug into a computer for MFA, but his concern with supplying keys is they are \$50 each, and easily lost. The question over requiring an MFA app is potential concerns from employees over having an app on their personal phone that they may not trust, and if reimbursement would be received for use of personal devices.

Motion by Smith second by Armstrong to approve IT Use Policy and Multi-Factor Authentication (MFA) Policy, pending final approval by County Attorney. Ayes: 4.

The Board then discussed the Emergency Management Services Request for Proposal, which has been reviewed by all necessary parties, and is back to the Board for final approval. The board discussed a 90-day response time, and adding a due date to the RFP.

Motion by Armstrong second by Smith to approve the EMS Request for Proposal, noting the due date for bidders if July 1, 2024. Ayes: 4.

The board then discussed who they should send the RFP to, EMS entities mentioned were Panora, Stuart, Carroll, Audubon, Adair and Exira. Arber also suggested that the RFP be posted to the county website.

Motion by Kuster second by Smith to approve County Substance Abuse Grant. Ayes: 4.

Motion by Kuster second by Armstrong to approve Guthrie County Auditor Dani Fink as Authorized Signatory for the County Substance Abuse Program Grant. Ayes: 4.

There being no further business to come before the Board at this time, the Board adjourned at 10:29 a.m. until its regularly scheduled meeting on Tuesday, April 16, 2024. Motion by Smith second by Kuster. 4 ayes.

J.D. Kuster, Chair
Guthrie County Board of Supervisors

Attest: Dani Fink
Guthrie County Auditor