

2021-2022  
Guthrie County Board of Supervisors Meeting Minutes  
Meeting Place: Guthrie County Courthouse

Guthrie County Board of Supervisors

Regular Session

July 8, 2021

The Guthrie County Board of Supervisors met this 8th day of July, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty and Jerome “J.D.” Kuster. Jack Lloyd was absent at the start of the meeting.

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

Motion by Grasty Second by Kuster to approve Agenda for July 8, 2021. Motion carried: Ayes: 4 Nays: 0.

Lloyd joined meeting at 9:07 a.m.

Board discussed ending fund balances for Fiscal Year 2020-2021.

Motion by Carney second by Kuster to approve Resolution 22-01: Appropriations Resolution for Fiscal Year 2021-2022 Budget, with 75% of the budget to be appropriated. Motion carried on a roll call vote: Kuster: Aye, Grasty: Aye, Carney: Aye, Lloyd: Aye, Dickson: Aye.

Motion by Kuster second by Lloyd to approve Resolution 22-02: Guthrie County Salaries and Wages Effective July 1, 2021. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye, Dickson: Aye.

Motion by Grasty second by Carney to approve Resolution 22-03: Resolution Authorizing the Guthrie County Auditor to Issue Payroll Checks without Prior Board Approval per Iowa Code Section 331.506. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye, Dickson: Aye.

Board did not review liquor license for Bar Candy, LLC, as it was previously approved.

Motion by Carney second by Lloyd approve minutes from July 8, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

Jotham Arber, Guthrie County Health Services Director, provided some documents to the Board on the American Rescue Plan Act. He will discuss this in more detail at the Tuesday, July 13, 2021 meeting.

There being no further business to come before the Board at this time, the Board adjourned at 9:28 a.m. until its regularly scheduled meeting on Tuesday, July 13, 2021. Motion by Kuster second by Grasty. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

## Guthrie County Board of Supervisors

Regular Session

July 13, 2021

The Guthrie County Board of Supervisors met this 13th day of July, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for July 13, 2021. Motion carried: Ayes: 5 Nays: 0.

Jotham Arber, Guthrie County Health Services Director, joined the meeting to discuss the American Rescue Plan Funding. Guthrie County is slated to receive approximately \$2.5 million. Arber discussed the different areas that this money may be used for. One favorable area to use these funds was to create a Grant for local employers that continued business during COVID.

Motion by Kuster second by Carney to establish an American Rescue Plan Funding committee. Motion carried: Ayes: 5 Nays: 0.

Arber then presented a draft 28E Agreement with Audubon County for public health services. Guthrie County currently covers Environmental Health and Home Health Services for Audubon County. Audubon County has lost all of their public health employees, and Arber was contacted by the Audubon County Board of Health to take over their public health services. Guthrie County Public Health will charge Audubon County \$75,600, as part of the 28E Agreement, along with taking over all of the Grants Audubon County Public Health would be eligible for.

Brandon Thompson, Guthrie County Facilities Manager, presented bids submitted for the Courthouse Roof project. One bid was submitted on June 29, 2021 from Darren Reeves Construction, it included all addendums, total bid was \$234,156.00. Thompson stated this bid was in the same ball park as other estimates that had been received in the past.

Motion by Carney second by Grasty to award contract for the Courthouse Roof Project to Darren Reeves Construction. Motion carried: Ayes: 5 Nays: 0.

Becky Benton, State Street Insurance, came in to review insurance policies the County has with ICAP. Benton reviewed claims to date from liability insurance and Work Comp.

Josh Sebern, Guthrie County Engineer, asked for approval of "Grade Crossing Surface Repair Fund Force Account Agreement – Iowa Interstate Railroad" McPherson Street Railroad Crossing – Casey.

Motion by Carney second by Kuster to approve "Grade Crossing Surface Repair Fund Force Account Agreement – Iowa Interstate Railroad" McPherson Street Railroad Crossing – Casey. Motion carried: Ayes: 5 Nays: 0.

Sebern provided a Secondary Roads Department update.

Board reviewed Resolution 22-04: Resolution Authorizing the Periodic Transfer of Funds from the Guthrie County General Supplemental Fund to the Adair/Guthrie County Emergency Management Commission Fund.

Motion by Kuster second by Grasty to approve Resolution 22-04: Resolution Authorizing the Periodic Transfer of Funds from the Guthrie County General Supplemental Fund to the Adair/Guthrie County Emergency Management Commission Fund. Motion carried on a roll call vote: Carney: Aye, Lloyd: Aye, Dickson: Aye, Kuster: Aye, Grasty: Aye.

Board reviewed Resoltuion 22-05: Resolution Authorizing the Periodic Transfer of Funds from the Guthrie County General Basica Fund and the Guthrie County Rural Services Fund to the Guthrie County Secondary Roads Fund.

Motion by Grasty second by Carney to approve Resoltuion 22-05: Resolution Authorizing the Periodic Transfer of Funds from the Guthrie County General Basica Fund and the Guthrie County Rural Services Fund to the Guthrie County Secondary Roads Fund. Motion carried on a roll call vote: Carney: Aye, Lloyd: Aye, Dickson: Aye, Kuster: Aye, Grasty: Aye.

Motion by Lloyd second by Carney to approve Proposed Resolution 22-06: Resolution Approving the Sale of a Parcel of Land Owned by Guthrie County to Jennifer Ingles. Motion carried on a roll call vote: Carney: Aye, Lloyd: Aye, Dickson: Aye, Kuster: Aye, Grasty: Aye.

Board discussed Potential Change Orders for the Law Enforcement Center Project.

Motion by Carney second by Grasty to approve Potential Change Order 027-RFI-075 Wall Line Grid in the amount of \$5381.37 coming out of the contingency fund. Motion carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Lloyd to approve Potential Change Order 024 – ASI-005 Elevator Electrical Equipment in the amount of \$3973.71 coming out of the contingency fund. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to approve Potential Change Order 023 – ASI-012 Precast Details in the amount of \$2681.12 coming out of the contingency fund. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Grasty to approve Prime Contract Potential Change Order 025: CE #0034 – PR-012R1 Sally Port Door Change – Delete Heater Unit in the amount of \$1846.77 being returned to the contingency fund. Motion carried: Ayes: 5 Nays: 0.

Dickson provided an update on the Law Enforcement Center project.

Motion by Carney second by Kuster to approve claims in the amount of \$241,628.04. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to approve minutes from July 8, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:40 a.m. until its regularly scheduled meeting on Tuesday, July 20, 2021. Motion by Kuster second by Grasty. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

July 20, 2021

The Guthrie County Board of Supervisors met this 20th day of July, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for July 20, 2021. Motion carried: Ayes: 5 Nays: 0.

Brad Halterman, Guthrie County Conservation Director, presented minutes from the June 9, 2021 Conservation Board meeting. Halterman stated that camping revenues have been steady. Kuster asked how the Project A.W.A.R.E. event went, Halterman explained that the event was moved to the North Raccoon River due to low water levels on the Middle Raccoon River. Halterman does not know when they will add Guthrie County back to their event list. The Board will hold their August 17, 2021 Board Meeting at the Guthrie County Conservation Office, and tour the Guthrie County Historical Village.

Jotham Arber, Guthrie County Health Services Director, stated the Audubon County 28E Agreement is still being reviewed by the County Attorney. Arber presented the 2021 Transfer Station Closure Cost. This cannot be completed until the Financial Assurance is finished, which is waiting on the State Audit for FY20 to be finalized by the State Auditor.

Motion by Kuster second by Carney to accept 2021 Transfer Station Closure Cost. Motion carried: Ayes: 5 Nays: 0.

Brenna Bird, Guthrie County Attorney, provided an Attorney's Office update. Bird updated on FY21 County Attorney Collections, a total of \$36,787.46. Bird stated there are 15 people in custody right now, and some are in other County Jails.

Marci Schreck, Guthrie County Treasurer, presented the FY21 Semi-Annual Report.

Motion by Carney second by Grasty to approve publication of the Fiscal Year 2021 Semi-Annual Report. Motion carried: Ayes: 5 Nays: 0.

Board discussed Hazard Mitigation.

Motion by Lloyd second by Grasty to approve Notice of Public Hearing for Land Sale to Jennifer Ingles. Motion carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Carney to table Region XII Regional Housing Authority Board of Directors – Guthrie County Representative Appointment. Motion carried: Ayes: 5 Nays: 0.

Lloyd stated that he received a call from a Bagley resident that a tree on a County owned lot in Bagley fell on an adjoining landowner's fence. Board will have County Engineer Josh Sebern look into this.

Dickson would like the Board to take a stance on the City of Stuart Annexation of Menlo Ethanol Plant.

Motion by Carney second by Kuster to oppose the City of Stuart Annexation of the Menlo Ethanol Plant. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Grasty to approve 2021 Military Exemption Applications. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Lloyd to approve 2021 Disable Veteran Homestead Tax Credit Applications. Motion carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Lloyd to approve 2021 Homestead Tax Credit Applications. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Grasty to approve 2021 Business Property Tax Credit Applications that the Assessor recommended. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Grasty to approve minutes from July 13, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

Ron Allen, Guthrie County Custodian, stated he was under the impression that he would receive a \$3000 raise as a Department Head, Dickson stated that a \$1500 raise was agreed upon due to Allen's overtime he gets paid out. Dickson stated that he would like Allen to work down his comp time to 100 hours within the next 6 months. He currently has a balance of 238.75 comp hours, and the County Employee Handbook policy states that there is a max comp time limit of 160 hours. Allen stated that he has discussed with Brandon Thompson, Facilities Manager, a schedule to work down his vacation hours to the max carry over allowed, so if he needs to work down his comp time, he will be taking off 2 weeks each month. If Allen is not able to work them down, then his hours will be bought down. Allen asked if the Board wanted him to continue doing his work on the weekends, Dickson stated no. Allen stated he will get with Thompson to set up for the hours he will be taking off to work down his comp.

There being no further business to come before the Board at this time, the Board adjourned at 11:00 a.m. until its regularly scheduled meeting on Tuesday, July 27, 2021. Motion by Kuster second by Carney. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

July 27, 2021

The Guthrie County Board of Supervisors met this 27th day of July, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for July 27, 2021. Motion carried: Ayes: 5 Nays: 0.

Jotham Arber, Guthrie County Health Services Director, presented a 28E Agreement with Audubon County for Public Health services.

Motion by Carney second by Grasty to approve 28E Agreement with Audubon County. Motion carried: Ayes: 5 Nays: 0.

Rick Hunsaker, Executive Director, Region XII Council of Governments, discussed the Development Corporation Revolving Loan Fund. Hunsaker presented a participant analysis for the Board to review. The revolving loan fund is set up as a GAAP financing loan fund, comprised 50% as a bank loan, 10% equity and 40% by Region XII. Hunsaker asked the Board of Supervisors for a one-time \$50,000 contribution. Board is agreeable to participate due to the assistance that has been provided to Guthrie County in the past. Board discussed spreading the cost over a couple of Fiscal years. Dickson proposed to pay what is left in Fiscal Year 2022, and then pay the remaining in Fiscal Year 2023.

Motion by Grasty second by Lloyd to agree to participate in the revolving loan fund, and pay \$25,000 in FY22 and the remaining \$25,000 in FY23. Motion carried: Ayes: 5 Nays: 0.

Hunsaker then discussed the Housing Trust Fund. Trust fund board is the Region XII Executive Board. He is asking for an increase of \$5,000 in the yearly match on the housing trust fund.

Motion by Kuster second by Grasty to increase Guthrie County's yearly Match to the Housing Trust Fund to \$10,000 from \$5,000. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to open the Public Hearing for Resolution 22-06: Resolution Approving the Sale of a Parcel of Land Owned by Guthrie County to Jennifer Ingles at 10:00 am. Motion carried: Ayes: 5 Nays: 0.

Those in attendance were as follows: Luann Waldo, KSOM News, Jerri Christman, Jo Rasmussen, Brian Hoffman, phone number 641-757-2782, Eric Coop, Karen Varley, Peter Johnson and Logan Mantz.

There were no written or verbal comments.

Motion by Grasty second by Kuster to close Public Hearing at 10:02 a.m. Motion carried: Ayes: 5 Nays: 0.

Motion by Lloyd second by Carney to approve Resolution 22-06: Resolution Approving the Sale of a Parcel of Land Owned by Guthrie County to Jennifer Ingles. Motion carried on a Roll Call Vote: Carney: Aye, Dickson: Aye, Grasty: Aye, Kuster: Aye, Lloyd: Aye.

Josh Sebern, Guthrie County Engineer, presented a preliminary project list for the Urban Renewal Area Amendment. Notable highways being added are White Pole Rd, and the south end of P28. Sebern stated that not all projects on the list will get completed, but he was encouraged to be more specific by legal counsel, Bob Josten. If Board is agreeable to this list, Sebern can proceed with Chip Schultz, Northland Public Finance and Josten to amend the Urban Renewal Area. The Board agrees to move forward.

Sebern stated that NextEra has approved the County to hire Kirland Michael to do a pre-construction assessment, and NextEra will reimburse the cost.

Motion by Carney second by Lloyd for final approval of Road Use Agreement with NextEra Energy – Transmission Line. Motion carried: Ayes: 5 Nays: 0.

Sebern provided a Secondary Roads Department update.

Motion by Grasty second by Lloyd to table Shive Hattery Invoice 4184441-12. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Kuster to table Shive Hattery Invoice 4184441-13. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Grasty to table Samuels Group Pay App #9. Motion carried: Ayes: 5 Nays: 0.

Dickson provided an update on the Law Enforcement Center Project.

Motion by Kuster second by Carney to approve claims from July 14, 2021 through July 27, 2021 in the amount of \$218,222.49. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Grasty to approve minutes from July 20, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:38 a.m. until its regularly scheduled meeting on Tuesday, August 3, 2021. Motion by Kuster second by Carney. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

August 3, 2021

The Guthrie County Board of Supervisors met this 3rd day of August, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome “J.D.” Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for August 3, 2021. Motion carried: Ayes: 5 Nays: 0.

Marci Schreck, Guthrie County Treasurer, discussed Lot 183, Parcel 0001430700, at Diamondhead Lake that is on County Held Tax Sale. Sara Rubin and Kurtis Gustaveson would like to purchase the parcel on back taxes.

Motion by Dickson second by Grasty to approve Assignment of County Held Tax Sale Parcel 0001430700, in the amount of \$3,560.25, to Sara Rubin and Kurtis Gustaveson. Motion carried: Ayes: 5 Nays: 0.

Brandon Thompson, Guthrie County Facilities Manager, discussed the difficulty in hiring an additional employee. The starting wage is a factor, and the Board discussed increasing the amount of the starting wage from \$17.50 to \$20.50 to entice more applicants. After a 6-month probationary period an increase to \$21.00/hr would be given. Thompson recommended moving current Facilities employee, Rob Tallman, to \$23.68/hr. Tallman currently makes \$21.43/hr, in order to keep him in good standing compared to a new employee.

Motion by Carney second by Grasty to increase Rob Tallman's wage from \$21.43/hr to \$23.68/hr beginning August 2, 2021, and to increase the starting wage of new facilities position from \$17.50/hr to \$20.50/hr for 6 months, and then a \$0.50 increase after the probationary period. Motion carried: Ayes: 5 Nays: 0.

Board reviewed the Veteran Affairs Commission Quarterly Report.

Board discussed the Region XII Regional Housing Authority Board of Directors – Guthrie County Representative Appointment.

Motion by Kuster second by Carney to Appoint Sheriff Marty Arganbright to the Region XII Regional Housing Authority Board of Directors – Guthrie County Representative Appointment. Motion carried: Ayes: 5 Nays: 0.

Dickson passed out an evaluation form for the Board to review. He stated he would like to begin conducting evaluations on Board employees on their anniversary dates. Dickson stated that it was suggested that each Board member complete an evaluation form for the employee that is to be evaluated, and then the Board Chair and Vice Chair conduct the evaluation with the Human Resources Coordinator.

Motion by Lloyd second by Grasty to approve Veteran Affairs Quarterly Report. Motion carried: Ayes: 5 Nays: 0.

Board reviewed the Samuels Group Pay App #9 in the amount of \$494,115.77.  
Board reviewed Potential Change Order #29 – Floor Drain Changes.

Motion by Carney second by Lloyd to approve Samuels Group Pay App #9 in the amount of \$494,115.77. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to approve minutes from July 27, 2021 as amended. Motion carried: Ayes: 5 Nays: 0.

Ron Hinds, Shive-Hattery, joined the meeting to provide an update on the Law Enforcement Center invoices and change order. Shive-Hattery Invoice 4184441-13 for IT and Data Design charges are due to meetings for adding additional cameras and systems, this is an hourly charge for scope of work changes to the project. Dickson asked that the invoices be more specific so that the County can track the charges better. Dickson then asked about Invoice 4184441-12 that states 75% of Shive Hattery's work is complete. Shive's percentage of work doesn't necessarily align with the contractor's percentage of work, they are doing a lot of work up front to review prior to the actual work being done by the contractors. Contract states that 22 site visits will be performed, and all of those sight visits have happened to date. Hinds stated that the contract time completed is 71% of the construction, so they are not that far off from



their 75% of architecture completion. Construction phase is about 47% complete. Dickson stated that Shive-Hattery is not to conduct any site visits without being asked directly by the Board of Supervisors or Brandon Thompson. Dickson asked Hinds about Potential Change Order #29 – Floor Drain Change. Hinds believed it was for adding a 2” drain in Dorm 120, and stated it evidently was something that was not on their drawings and it needed added to the project. Total cost of the change is \$829.92. There is a credit for changing a 4” drain to a 3” drain, but there is a cost to add the 2” drain in.

Motion by Kuster second by Carney to approve Change Order #29 – Floor Drain Changes. Motion carried: Ayes: 4 (Carney, Dickson, Kuster, Lloyd) Nays: 1 (Grasty).

Motion by Carney second by Kuster to pay half of Shive-Hattery Invoice 4184441-12 in the amount of \$16,588.78. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:03 a.m. until its regularly scheduled meeting on Tuesday, August 10, 2021. Motion by Kuster second by Lloyd. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

August 10, 2021

The Guthrie County Board of Supervisors met this 10th day of August, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Everett Grasty, Jack Lloyd and Jerome “J.D.” Kuster. Mike Dickson was absent to attend an unemployment hearing as a Representative for Guthrie County.

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

Motion by Grasty Second by Lloyd to approve Agenda for August 10, 2021. Motion carried: Ayes: 4 Nays: 0.

Kuster and Lloyd were pulled from the Board room at 9:03 a.m. as they were subpoenaed for the unemployment hearing.

Sid Samuels, Tim Nordlund and Norm Reisetter, The Samuels Group, joined the meeting to provide an update on the law enforcement center project.

Due to lack of quorum meeting ended at 10:44 a.m.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

August 17, 2021

The Guthrie County Board of Supervisors met this 17th day of August, 2021, in regular session in the Conservation Office at the Guthrie County Conservation building, Panora, Iowa, with the following members present: Clifford Carney, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster. Mike Dickson was absent.

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

Motion by Grasty Second by Lloyd to approve Agenda for August 17, 2021. Motion carried: Ayes: 4 Nays: 0.

Jotham Arber, Guthrie County Health Services Director, discussed some personnel changes at Public Health. Jo Rasmussen will be moved into an administrative role, and the money for her salary increase will come from the funds Public Health receives from Audubon County. Grasty asked what happens if the Audubon County agreement doesn't work out, will this new structure still stay the same? Arber answered yes, it will stay the same, and he does not believe that he will need a budget amendment this year from how things are looking. Kent Irwin is shifting duties as well, and his salary increase will come from a 6-year emergency preparedness grant, and from Audubon County for Irwin doing Audubon County's emergency preparedness. Rasmussen, aligning with a chief financial officer role, will have an annual salary increase from \$48,068.80 to \$54,308.80, Irwin's title is being changed to Deputy Director with a wage change from \$22.17 to \$27.57. Carney asked how everything is working with Audubon County, and if Arber sees any signs of failure with the agreement. Arber stated no, he stated it is going well, and they are working well with the County and the Audubon County Supervisors seem happy with the agreement thus far. Arber stated they hired Regan Stagg as a homemaker at \$13.00/hr, she is training to be a nurse and will move into an LPN and then Nurse roles as she progresses through school.

Motion by Carney second by Lloyd to table Payroll Change Notice for Regan Stagg. Motion carried: Ayes: 4 Nays: 0.

Motion by Lloyd second by Grasty to approve Payroll Change Notice for Kent Irwin in the amount of \$27.57. Motion carried: Ayes: 4 Nays: 0.

Motion by Grasty second by Carney to approve Payroll Change Notice for Jo Rasmussen in the amount of \$54,308.80, Carney mentioned that with Rasmussen's salary increase she is pushing closer towards Elected Officials, and he wouldn't want to see her exceed their salaries, Arber mentioned that Rasmussen could be making twice what she makes here, Auditor Fink commented that Rasmussen's raise is well deserved, and she understands Carney's comment, but asked the Board to remember that opinion come time to meet with the Compensation Board and Budget time. Motion carried: Ayes: 4 Nays: 0.

Josh Sebern, Guthrie County Engineer, discussed a tree in Bagley which sits on a County owned Parcel that fell on a neighbor's fence. Board agrees for Sebern to take the tree down, once harvest is finished, as the only way to access the tree is through a bean field.

Sebern presented a final pay voucher for N46 Bridge Replacement Project BRS-SWAP-C039(89) – FF-39. Bid was \$1.206M. and actual cost was \$1.215M.

Motion by Lloyd second by Grasty to approve final pay voucher for N46 Bridge Replacement Project BRS-SWAP-C039(89) – FF-39. Motion carried: Ayes: 4 Nays: 0.

Sebern discussed farm-to-market jurisdiction. He stated he met with the City of Stuart yesterday. Sebern stated that every town has some farm-to-market access. City of Stuart was going to look at blocking truck movement through Stuart, but when a town is over a certain population the County has some of the control over farm-to-market roads. The County also then has some responsibility to repair the farm-to-market roads within City limits.

Sebern provided a Secondary Roads Department update.

Brad Halterman, Guthrie County Conservation Director, presented minutes from the July 14, 2021 Conservation Board Meeting.

Halterman presented the Conservation Annual Report for the Board to review.

Motion by Grasty second by Lloyd to approve Conservation Annual Report. Motion carried: Ayes: 4 Nays: 0.

Board reviewed Change Order #030 – Emergency Shelter Room.

Motion by Carney second by Lloyd to approve Change Order #030 in the amount of \$4590.56. Motion carried: Ayes: 4 Nays: 0.

Board reviewed Change Order #033 – Generator Connection Cabinet.

Motion by Grasty second by Carney to approve Change Order #033 in the amount of \$3893.62. Motion carried: Ayes: 4 Nays: 0.

Board reviewed Change Order #034 – Trays and Lids.

Motion by Grasty second by Carney to approve Change Order #034 in the amount of \$581.36. Motion carried: Ayes: 4 Nays: 0.

Board Reviewed Change Order #035 – Detox Flushing Floor Drain.

Motion by Lloyd second by Grasty to approve Change Order #035 in the amount of \$1258.40. Motion carried: Ayes: 4 Nays: 0.

Board reviewed Change order #036 – New Support Beam for Mechanical Room.

Motion by Carney second by Grasty to approve Change Order #036 in the amount of \$1133.60. Motion carried: Ayes: 4 Nays: 0.

Motion by Carney second by Grasty to approve Resolution 22-07: Resolution Establishing American Rescue Plan Fund. Motion carried on a roll call vote: Lloyd: Aye, Grasty: Aye, Carney: Aye, Kuster: Aye.

Motion by Carney second by Grasty to approve minutes from August 10, 2021 as presented. Motion carried: Ayes: 4 Nays: 0.

Motion by Carney second by Lloyd to approve claims from July 28, 2021 to August 10, 2021 in the amount of \$276,143.65. Motion carried: Ayes: 4 Nays: 0.

The Board toured the Guthrie County Historical Village with Brad Halterman.

There being no further business to come before the Board at this time, the Board adjourned at 12:58 p.m. until its regularly scheduled meeting on Tuesday, August 24, 2021. Motion by Grasty second by Carney. Motion carried: Ayes: 4 Nays: 0.

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Jerome “J.D.” Kuster, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

August 24, 2021

The Guthrie County Board of Supervisors met this 24th day of August, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome “J.D.” Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for August 24, 2021. Motion carried: Ayes: 5 Nays: 0.

Josh Sebern, Guthrie County Engineer, discussed Farm-To-Market jurisdiction in Cities with populations from 500-2500. County shares jurisdiction on farm-to-market roads, those cities would include Panora, Guthrie Center, Stuart and Adair. The County needs to create a policy on how they will handle repairing farm-to-market roads, and stick to that policy. City would still conduct the maintenance of the road, the County assists in the construction of the road. Board agreed that maybe the County does part of the roadway, only the center 22 feet. Sebern will work on a policy for farm-to-market extensions in Cities with populations from 500-2500.

Motion by Kuster second by Grasty to direct Sebern to create a policy for farm-to-market extensions in Cities with populations from 500-2500. Motion carried: Ayes: 5 Nays: 0.

Sebern provided a Secondary Roads Department update.

Jon Mackres, Unplugged Wireless, discussed radio connectivity upgrades that the American Rescue Plan funds may be used for.

Board reviewed the Libraries Contract. The contract currently states the libraries have to use the money received from the County by the end of the Fiscal Year. Dickson suggested to change that the libraries can carry over half of the funds, if not all of it and change that the County pays the libraries bi-annually in October and April after property taxes are collected. The County currently pays on a quarterly basis. Dickson will take the contract to the County Attorney with the suggested changes, and bring back to the Board once changed.

Dickson discussed that Kuster, Jamie Lindsay, Human Resources Coordinator and himself previously conducted a performance evaluation with IT Administrator Brian Hoffman.

Motion by Dickson second by Kuster to increase IT Administrator Brian Hoffman's salary by \$12,500.00 effective August 30, 2021. Sheriff Arganbright stated that Hoffman does a great job, and we need to keep him, Auditor Fink echoed Arganbright's statement. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye, Dickson: Aye.

Board discussed Salaries across the Board, and agreed that they need to discuss Salaries for all employees more in depth. This is something they will be doing come November and December.

Board reviewed Samuels Group Pay App #10 for \$465,940.19.

Motion Grasty second by Carney to approve Samuels Group Pay App #10 in the amount of \$465,940.19 pending Shive Hattery Approval. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Grasty to approve minutes from August 10, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to approve minutes from August 17, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Lloyd to approve claims from August 10, 2021 to August 24, 2021 in the amount of \$532,998.69. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:03 a.m. until its regularly scheduled meeting on Tuesday, August 31, 2021. Motion by Grasty second by Lloyd. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

August 31, 2021

The Guthrie County Board of Supervisors met this 31st day of August, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for August 31, 2021. Motion carried: Ayes: 5 Nays: 0.

Brenda Campbell, Deputy Guthrie County Treasurer, presented county held tax sale assignments at Diamondhead Lake for parcel #'s 000463600, 0001463400, 0001460700, 0001477700. KC Gerlitz is willing to pay the back taxes for all 4 parcels in an amount totaling \$8,329.00.

Motion by Dickson second by Grasty to assign County Held Tax Sale parcel #'s 000463600, 0001463400, 0001460700, 0001477700 to KC Gerlitz for the back tax amount of \$8,329.00. Motion carried: Ayes: 5 Nays: 0.

Tim Nordlund, Regional Manager of Construction Operations & Cody Lawrence, Superintendent, The Samuels Group, provided an update on the Courthouse parking lot and Law Enforcement Center addition. Lawrence explained that there are areas of heavy moisture beneath the Courthouse parking lot, that have been found now that the area is exposed. Team Services created a report that Shive Hattery will review to come back with suggestions to move forward with redoing the parking lot. Elder's suggestion on moving forward is estimated with a cost of \$60,000, but will still go to Shive for review. Nordlund went over some items they are working on within the Law Enforcement Center, but stated their main focus right now is the parking lot. Lawrence discussed a Request for Information (RFI) that was received on insulation. The start to the Exterior was proposed for September 1<sup>st</sup>, but they are pushed back two weeks right now. Construction on the roof is slated for September 13<sup>th</sup>. Luann Waldo asked if construction is on time? Nordlund stated that it is behind schedule due to steel, which has put them about a month behind, and they do not know the effects from the parking lot yet. They are working on an accurate schedule to project a finish date.

Marty Arganbright, Guthrie County Sheriff, presented a payroll change notice for Blake Michelsen. Arganbright stated that due to staffing changes Michelsen has moved to day detective, and is increasing his annual salary from \$62,354.00 to \$62,977.54.

Motion by Kuster second by Grasty to approve Payroll Change Notice for Blake Michelsen from \$62,354.00 to \$62,977.54. Motion carried: Ayes: 5 Nays: 0.

Arganbright provided a brief Sheriff department update.

Jotham Arber, Guthrie County Health Service Director, discussed the American Rescue Plan Act funds. He provided the Board with a listing of expenditure categories outlined by the U.S. Department of the Treasury. The ARPA Committee was asked to review the categories, and come up with ideas that would fall within each category for how to spend the funds. Funds do not have to have money spent until 2024. The Board of Supervisors will have the final say in moving forward with how to spend the ARPA funds, as long as it falls within the guidelines from the U.S. Department of the Treasury.

Arber stated that the County is currently sitting at 8.9% COVID positivity rate.

Board reviewed a letter of Resolution received from the City of Adair for Financial Support for New Adair Community Center. Supervisors all vocalize that they have not provided financial support to any other Community Center's in Guthrie County.

Motion by Grasty second by Lloyd to decline Resolution of Financial Support for New Adair Community Center. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye, Dickson: Aye.

Kuster stated that he spoke with Corinne Palmer and Michael Moore about being appointed to the Guthrie County Compensation Board as the representatives for the Board of Supervisors.

Motion by Carney second by Kuster to appoint Corrine Palmer to the Guthrie County Compensation Board for a term of 4 years beginning July 1, 2021. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Grasty to appoint Michael Moore to the Guthrie County Compensation Board for a term of 4 years beginning July 1, 2021. Motion carried: Ayes: 4 Nays: 1(Carney).

Motion by Grasty second by Lloyd to appoint Marty Arganbright as the Guthrie County Representative to the Region XII Regional Housing Authority Board of Directors for a term beginning October 1, 2021 and expiring September 30, 2022. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Carney to table Potential Change Order #037 – Parking and Paving. Motion carried: Ayes: 5 Nays: 0.

Board reviewed Samuels Group Pay App #11 in the amount of \$647,083.50.

Motion by Carney second by Grasty to approve Pay App #11 in the amount of \$647,083.50. Motion carried: Ayes: 5 Nays: 0.

Board reviewed the remaining invoice balance from Shive-Hattery Invoice 4184441-12. Board previously paid half of the total invoice, which was \$33,177.56. Board only paid half because they disagreed with the invoice as it states Shive-Hattery is 75% complete with the Law Enforcement Center project, and the Board does not believe that the project is that complete at this point.

Motion by Kuster second by Grasty to pay the remaining balance of \$16,588.78 on Shive-Hattery invoice 4184441-12. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to approve minutes from August 24, 2021 as amended. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:18 a.m. until its regularly scheduled meeting on Tuesday, September 7, 2021. Motion by Carney second by Kuster. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

September 2, 2021

The Guthrie County Board of Supervisors met this 2nd day of September, 2021, in a special session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd. Jerome “J.D.” Kuster joined the meeting via phone.

The meeting came to order at 12:30 p.m.

Motion by Grasty Second by Carney to approve Agenda for September 2, 2021. Motion carried: Ayes: 5 Nays: 0.

Dickson discussed the issue of poor soil conditions that are affecting the progress of the Courthouse Parking lot project. Dickson stated there wasn't a lot of time to make a decision, and the best route being suggested by Team Services was to take the dirt out and lay down rock. They enlisted the assistance of County Engineer Josh Sebern who had 3 trucks brought in to haul dirt out to Secondary Roads, they worked late Wednesday to get the dirt out as Elder was concerned about raining coming in Thursday evening, and wanted dirt up and rock down before the rain came. Elder and Roads crews started hauling rock this A.M., and will have everything leveled off today to grade. Sebern has 6 trucks hauling rock, and Elder brought in a couple of trucks to haul rock along with Tom Rutledge. This is happening outside of the scope of the project, the County is hiring Elder on their own, Rock is going to be billed to Sebern's account and will be sorted out later, the remainder of what Elder is charging will be paid for by the County. Elder would like to have Jensen brought in Wednesday-Thursday to start forming for paving. This should not affect anything for Jensen pouring, it is still the same grade, this is solely to update for the poor soil conditions.

Motion by Grasty second by Lloyd to complete the Courthouse Parking Lot work by directly hiring Elder, outside of the scope of the Law Enforcement Center Project, and to approve Dickson to sign the paperwork related to this change. Motion carried: Ayes: 5 Nays: 0.

Carney thanked Sebern and his staff for stepping up to help. Kuster thanked Sebern specifically for staying late himself yesterday operating equipment. Dickson thanked Cody with Samuels Group and Brandon Thompson for pushing everything forward. Grasty thanked Dickson for keeping this moving as well.

There being no further business to come before the Board at this time, the Board adjourned at 12:39 p.m. until its regularly scheduled meeting on Tuesday, September 7, 2021. Motion by Carney second by Kuster. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

September 7, 2021

The Guthrie County Board of Supervisors met this 7th day of September, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for September 7, 2021, 2021. Motion carried: Ayes: 5 Nays: 0.

Robert Greenway, currently a Dallas County Resident, but moving to Menlo, discussed Local Option Sales Tax (LOST). Greenway suggested that the Board review how they use the money, as it currently all goes into Rural Services.



Jotham Arber, Guthrie County Health Services Director, presented an updated list of suggested projects to use the American Rescue Plan funds on.

Arber discussed the 28E Agreement Between the Iowa Department of Natural Resources and Guthrie County, Iowa for the Transfer Station.

Motion by Kuster second by Grasty to approve the 28E Agreement Between the Iowa Department of Natural Resources and Guthrie County, Iowa for the Transfer Station. Motion carried: Ayes: 5 Nays: 0.

Josh Sebern, Guthrie County Engineer, presented a draft Farm-to-Market Extension Policy. Board discussed aspects of construction and maintenance they would like to have included in the policy. Sebern will continue working on the policy.

Sebern provided a Preconstruction Agreement for Primary Road Project STP-044-4(47) – 2C-39 Agreement No. 2022-C-022 on Redwood Ave North and South of Hwy 44. The County will cover \$30,000 of the cost.

Motion by Grasty second by Kuster to approve Preconstruction Agreement for Primary Road Project STP-044-4(47) – 2C-39 Agreement No. 2022-C-022. Motion carried: Ayes: 5 Nays: 0.

Sebern presented three payroll change notices. One for Ginnie Herron, a new hire taking over Glenda Edwards position upon her retirement in December 2021. Herron will train with Edwards until then. Then a payroll change notice for Shania Powell, a new hire for IRVM. Finally, a payroll change notice for Chad Herron, following his 6-month probationary period.

Motion by Carney second by Kuster to approve Payroll Change Notice for Shania Powell in the amount of \$21.23/hr. Motion carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Lloyd to approve Payroll Change Notice for Chad Herron in the amount of \$25.47/hr from \$24.47/hr. Motion carried: Ayes: 5 Nays: 0.

Motion by Lloyd second by Carney to approve Payroll Change Notice for Ginnie Herron in the amount of \$24.00/hr. Motion carried: Ayes: 5 Nays: 0.

Sebern provided a brief Secondary Roads Department update.

Eric Updegraff, Hopkins & Huebner, joined the meeting to discuss Cosner Claim for damages.

Motion by Carney second by Grasty to enter closed session at 10:07 a.m. to discuss Cosner Claim for Damages Pursuant to Code Section 21.5(1)(c). Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye, Dickson: Aye.

Motion by Carney second by Grasty to exit closed session at 10:37 a.m. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Carney to approve claims from August 25, 2021 through September 7, 2021 in the amount of \$424,351.60. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Grasty to approve minutes from August 31, 2021 as amended. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to approve minutes from September 2, 2021 as amended. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:13 a.m. until its regularly scheduled meeting on Tuesday, September 14, 2021. Motion by Kuster second by Carney. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

September 14, 2021

The Guthrie County Board of Supervisors met this 14th day of September, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for September 14, 2021. Motion carried: Ayes: 5 Nays: 0.

Brad Halterman, Guthrie County Conservation Director, provided minutes from the August 11, 2021 Conservation Board Meeting. Halterman stated that ICAP toured Conservation facilities and provided a short list of updates they'd like done before their next follow up visit. Conservation Board unanimously approved moving forward with a plan to build a new shower house at Nations Bridge Park using American Rescue Plan Funds. Halterman stated that a new septic tank would be needed also, and will be put where the current shower house sits.

TJ Kliff, Trusted Energy, discussed solar options for the Courthouse. There is no penetration to the roof, and the panels are rated for wind up to 120 mph. Board will discuss with Brandon Thompson, Facilities Manager, to determine if they want to explore solar energy options further.

Josh Sebern, Guthrie County Engineer, is still working on farm-to-market extension policy. Sebern provided a Secondary Roads Department update.

Jotham Arber, Guthrie County Health Services Director, discussed hiring more part-time nurses and full-time health aides. He presented a payroll change notice for Lisa Sorensen. Dickson asked how Arbers office staff set up is after taking over Audubon County and with COVID. Arber stated they are looking at a part-time office person, but currently they are managing due to prior restructuring of staff.

Motion by Carney second by Grasty to approve the new hire payroll change notice for Lisa Sorensen in the amount of \$26.25/hr. Motion carried: Ayes: 5 Nays: 0.

Arber explained that there is an uptick in COVID cases. 62% of Guthrie County residents are vaccinated. Arber stated they are busy, but they are not seeing deaths as they were last year. The demand on testing has been increasing. Arber provided a Public Health Department update. HOPES program is currently

servicing 14 families. Arber provided an update on Environmental Health. PERC testing is scheduled out 4 weeks.

Arber provided a Transfer Station update.

Dani Fink, Guthrie County Auditor, provided an Auditor's Office Update. State Auditor's are currently working on site at the Courthouse 2 days a week and remotely the remaining time while auditing Fiscal Year 2021.

Cody Lawrence, Superintendent, The Samuels Group, provided an update on the Law Enforcement Center addition, and Courthouse Parking lot. Jensen had it in their contract to seed the lawn areas that will need seeded following the Courthouse parking lot. Due to timing, they have decided to wait to seed until next Spring, and the County will do it separately. This change will put \$3200 back into the contingency fund. Lawrence discussed a shower stall that doesn't fit in a hole cut for it. It is being suggested to make a fur out the wall, which will result in a cost of \$1185.00. Lawrence discussed that there are no supports for the brick face above the elevator shaft, no support was originally added due to being missed in the design, the fix is to add brick ledger which will cost \$11,337.00.

Motion by Grasty second by Carney to approve addition of a brick ledger to the elevator shaft for a total cost of \$11,790.48. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Lloyd to approve fur out the wall to fit shower stall for a total cost of \$1185.00. Motion carried: Ayes: 5 Nays: 0.

Motion by Dickson second by Carney to approve removal order of seed, a credit of \$3200.00. Motion carried: ayes: 5 Nays: 0.

Motion by Carney second by Grasty to approve Change Order #044 for addition of a support beam in the administration area of the jail in the amount of \$2742.48. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Grasty to approve Change Order #041 Surface Mounted Lights in the amount of \$1413.21. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Lloyd to approve Change Order 037 Parking and Paving in the amount of \$14,408.00. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Kuster to approve minutes from September 7, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:42 a.m. until its regularly scheduled meeting on Tuesday, September 21, 2021. Motion by Kuster second by Carney. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

## Guthrie County Board of Supervisors

Regular Session

September 21, 2021

The Guthrie County Board of Supervisors met this 21st day of September, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson and Jerome "J.D." Kuster. Everett Grasty and Jack Lloyd were absent from the meeting.

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

Motion by Carney Second by Kuster to approve Agenda for September 14, 2021. Motion carried: Ayes: 3 Nays: 0.

Marci Schreck, Guthrie County Treasurer, presented an abatement for City of Guthrie Center, 701 N 5<sup>th</sup> St, which was acquired through Iowa Code 657A.10A.

Motion by Carney second by Kuster to abate taxes for the City of Guthrie Center, 701 N 5<sup>th</sup> St, which was acquired through Iowa Code 657A.10A. Motion carried: Ayes: 3 Nays: 0.

Shreck gave a Treasurer's Office update. About \$10M has been collected so far in property taxes.

Nikki Carrick, Guthrie County Assessor, provided an Assessor's Office Update. They are currently working on fall field checks. Family Farm Application deadline is November 1<sup>st</sup>.

Brandon Thompson, Facilities Manager, provided a Facilities update. He is still working on filling the Facilities Technician position, and will be going through applications. The majority of Thompson's time is spent overseeing the jail. The maintenance shed that is to be built at the Transfer Station is on hold due to high pricing on materials right now.

Cody Lawrence, Superintendent, The Samuels Group, discussed that Blackford Steel workers had some concerns with the safety of Law Enforcement Center building structure to its current point, so Lawrence shut the site down and had Team Services come in this past Saturday to check different points of the jail project. They found that some points had more mortar and more rebar than needed, Lawrence said he would give it a score of 9/10. They did find one spot where there wasn't enough rebar, but that will be corrected. Potential changes were discussed in regards to putting a door in the dispatch center to shorten response time to the cells, and also allowing access to electrical and plumbing that go to the cells.

Josh Sebern, Guthrie County Engineer, discussed the farm-to-market extension for White Pole Road. The Board discussed bonding to add more road projects, including White Pole Road, and using the Wind Farm TIF to pay the bond, which is what is currently done with revenue generated off the Wind Farm TIF. City of Stuart has an estimate for a slurry option for White Pole Road, which Sebern would prefer over an asphalt overlay, Adair County allowed City of Stuart to TIF their windmills within a two-mile corridor of the City. Total cost on the slurry is roughly \$117,000, Guthrie County's ¼ would cost roughly \$30,000.

Motion by Dickson second by Kuster to dedicate \$30,000 to the slurry option on White Pole Road. Motion carried: Ayes: 3 Nays: 0.

Board canvassed the Guthrie County votes for Coon Rapids-Bayard Special Election that was held September 14, 2021.

Motion by Carney second by Kuster to approve Proposed Resolution 22-08: Resolution Approving the Sale of a Parcel of Land Owned by Guthrie County to Jennifer Ingles. Motion carried on a roll call vote: Kuster: Aye, Carney: Aye, Dickson: Aye.

Motion by Carney second by Kuster to set public hearing on Proposed Resolution 22-08 for October 5, 2021 at 10:00 am. Motion carried: Ayes: 3 Nays: 0.

Motion by Carney second by Kuster to approve minutes from September 14, 2021 as amended. Motion carried: Ayes: 3 Nays: 0.

Motion by Kuster second by Carney to approve claims from September 8, 2021 through September 21, 2021 in the amount of \$379,661.04. Motion carried: Ayes: 3 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 10:58 a.m. until its regularly scheduled meeting on Tuesday, September 21, 2021. Motion by Carney second by Kuster. Motion carried: Ayes: 3 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

September 28, 2021

The Guthrie County Board of Supervisors met this 28th day of September, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Jack Lloyd and Jerome "J.D." Kuster. Everett Grasty joined via phone.

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

Motion by Lloyd Second by Carney to approve Agenda for September 28, 2021. Motion carried: Ayes: 5 Nays: 0.

Brenna Bird, Guthrie County Attorney, stated they are busy with trials. Courts still require masks inside courtroom. Bird discussed setting a cap on Court Appointed Attorney fees and Guthrie County declaring itself as a 2<sup>nd</sup> Amendment Sanctuary County. Bird supports both topics, and formal Resolutions will be presented for the Board to review and vote on at the October 5<sup>th</sup> Board meeting.

Tim Nordlund and Cody Lawrence, The Samuels Group, provided updates on the law enforcement center project. There is currently no date for the roof to be complete. A team meeting is being held today and they hope to have more hard-set dates next week.

Motion by Kuster second by Carney to approve PCO-041: Surface Mounted Lights. Grasty stated he is disappointed to hear things are done wrong and the County has to pay for it, again. Motion carried: Ayes: 5 Nays: 0. .

Motion by Grasty second by Lloyd to approve Shive Hattery Invoice 4184441-14 in the amount of \$3,701.55. Motion carried: Ayes: 5 Nays: 0.

Brian Hoffman, Guthrie County IT Administrator, discussed contract hours with Guthrie Center Communications. Hoffman discussed the new jail, and stated he will be looking at additional help, and how that may look, if that's adding an employee to his department, or utilizing Guthrie Center Communications more. He is not sure what that will look like yet. Hoffman asked for another 10 hours to be purchased from Guthrie Center Communications for support, this is on top of the 85 hours purchased in July 2021.

Motion by Carney second by Kuster to purchase additional 10 hours with Guthrie Center communications. Motion carried: ayes: 5 Nays: 0.

Hoffman discussed infrastructure of internet and looking into a Multi-home set up with 2 internet providers. Windstream offers a program for \$300/month. Hoffman would like to sign a contract to begin engineering of the set up, but cost doesn't start until the day we need it.

Motion by Kuster second by Lloyd to approve \$300/month contract with Windstream. Motion carried: Ayes: 5 Nays: 0.

Hoffman provided an IT update.

Jotham Arber, Guthrie County Health Services Director, discussed American Rescue Plan Funds. Motion by Carney second by Kuster to move forward with \$200,000 for Payroll Costs for Public Health, Safety, and other Public Sector Staff Responding to COVID and start receiving bids for projects. Motion carried: Ayes: 5 Nays: 0.

Tristen Richard, Guthrie County Recorder, provided a Recorder's Office update.

Amy Davis provided a Veteran Affairs and General Relief update. There are 740 total veterans in the county. 260 veterans received ongoing cash payments from the VA in August.

Ron Allen, Guthrie County Custodian, provided a custodial update.

Jamie Lindsay, Human Resources Coordinator, presented an update on Human Resources.

Board discussed the COVID Leave Policy.

Motion by Kuster second by Carney to extend the COVID Leave Policy through March 31, 2022. Motion carried: Ayes: 5 Nays: 0.

Board Canvassed the Official Results of the Coon Rapids-Bayard School Special Election from September 14, 2021.

Motion by Carney second by Kuster to table Resolution 22-09: Proxy Member for ICAP. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye, Dickson: Aye.

Motion by Lloyd second by Carney to approve Liquor License for Adair Casey Tour Abroad Group. Motion carried: Aye: 5 Nays: 0.

Motion by Carney second by Grasty to approve Katherine Davis SAM Administrator. Motion carried: Ayes: 5 Nays: 0.

Board discussed the Temporary Redistricting Commission.

Motion by Kuster second by Grasty for a 5-member Temporary Redistricting Commission with a per diem of \$30.00, plus mileage. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Lloyd to approve minutes from September 21, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 11:50 a.m. until its regularly scheduled meeting on Tuesday, October 5, 2021. Motion by Kuster second by Lloyd. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

October 1, 2021

The Guthrie County Board of Supervisors met this 1st day of October, 2021, in a special session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd. Jerome "J.D." Kuster joined via phone.

The meeting came to order at 8:00 a.m.

Motion by Carney Second by Lloyd to approve Agenda for October 1, 2021. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Kuster to go into closed session pursuant to Iowa Code 21.5(1)(c). Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye, Dickson: Aye. 8:03 a.m.

Motion by Grasty second by Lloyd to exit closed session at 8:50 a.m.

Dickson explained that they heard from two different Attorney's who each specialize in Construction. The Board needs to decide who to hire to represent them.

Motion by Carney second by Grasty to hire Jeff Stone, Simmons Perrine, to represent the County for Specialized Advice.

Then Carney made an amendment seconded by Grasty to amend original motion to hire Jeff Stone, a not to exceed amount of \$7500.00. Amendment carried: Ayes: 5 Nays: 0.

Original motion to hire Jeff Stone, Simmons Perrine, as amended, to represent the County for specialized advice carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Carney to authorize Mike Dickson to sign contract. Motion carried: Ayes: 5  
Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 8:58 a.m.  
until its regularly scheduled meeting on Tuesday, October 5, 2021. Motion by Kuster second by Carney.  
Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

October 5, 2021

The Guthrie County Board of Supervisors met this 5th day of October, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Everett Grasty, Jack Lloyd and Jerome “J.D.” Kuster. Mike Dickson was absent from the meeting.

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

Motion by Grasty Second by Lloyd to approve Agenda for October 5, 2021. Motion carried: Ayes: 4  
Nays: 0.

Becky Benton, State Street Insurance, presented a Proxy Member change to add Human Resources Coordinator, Jamie Lindsay, as the member proxy for ICAP. Benton then provided a claims update.

Motion by Grasty second by Lloyd to approve Resolution 22-09: Proxy Member for ICAP. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye.

Motion by Carney second by Grasty to approve Resolution 22-11: Resolution for Court Appointed Attorney Fees. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye.

Motion by Lloyd second by Grasty to approve Resolution 22-12: Resolution for 2<sup>nd</sup> Amendment Sanctuary County. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye.

Josh Sebern, Guthrie County Engineer, presented Resolution 22-10: Resolution to Recommend Award of Contract for Project BRS-CHBP-C039(95) – GB-39. This is a shared project with Dallas and Madison Counties. Guthrie County’s portion of the project cost is \$760,896.65.

Motion by Carney second by Grasty to approve Resolution 22-10: Resolution to Recommend Award of Contract for Project BRS-CHBP-C039(95) – GB-39. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Carney: Aye.

Sebern provided a Secondary Roads Department update.



Board discussed appointments for the Temporary Redistricting Commission. The names suggested for appointments included Nancy Brutsche, Dennis Flanery, Chris Arganbright, Bryan Mowrer, Forest Schnobrich, Eric Weber and Mike Dickson.

Motion by Carney second by Grasty to increase the Temporary Redistricting Commission from a 5 to 7-member Commission. Motion carried: Ayes: 4 Nays: 0.

Motion by Carney second by Lloyd to appoint Nancy Brutsche, Dennis Flanery, Chris Arganbright, Bryan Mowrer, Forest Schnobrich, Eric Weber and Mike Dickson to the Temporary Redistricting Commission. Motion carried: Ayes: 4 Nays: 0.

Motion by Carney second by Lloyd to approve minutes from October 1, 2021 as amended. Motion carried: Ayes: 4 Nays: 0.

Motion by Carney second by Grasty to approve minutes from September 28, 2021 as presented. Motion carried: Ayes: 4 Nays: 0.

Motion by Lloyd second by Carney to approve claims from September 21, 2021 through October 5, 2021 in the amount of \$324,969.47. Motion carried: Ayes: 4 Nays: 0.

Motion by Grasty second by Lloyd to appoint Clifford Carney as temporary Chair for the remainder of the meeting. Motion carried: Ayes: 4 Nays: 0.

Kuster left the meeting at 9:54 a.m.

Motion by Grasty second by Lloyd to open public hearing at 10:00 am. Motion carried: Ayes: 3 Nays: 0.

Those present for the public hearing were: Luann Waldo, Logan Mantz, Jerri Christman, Jo Rasmussen, Maggie Armstrong and Steve Delaney. No comments were heard from the public.

Motion by Grasty second by Lloyd to close the public hearing at 10:04 a.m. Motion carried: Ayes: 3 Nays: 0.

Motion by Lloyd second by Grasty to approve Resolution 22-08: Resolution Approving the Sale of a Parcel of Land Owned by Guthrie County to Jennifer Ingles. Motion carried on a roll call vote: Lloyd: Aye, Grasty: Aye, Carney: Aye.

There being no further business to come before the Board at this time, the Board adjourned at 10:05 a.m. until its regularly scheduled meeting on Tuesday, October 12, 2021. Motion by Carney second by Lloyd. Motion carried: Ayes: 3 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

October 12, 2021

The Guthrie County Board of Supervisors met this 12th day of October, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for October 12, 2021. Motion carried: Ayes: 5 Nays: 0.

Brad Halterman, Guthrie County Conservation Director, presented minutes from the September 13, 2021 Conservation Board meeting. Halterman shared that the Raccoon River Valley Trail was inducted into The Rail-Trail Hall of Fame. There will now be signs placed in each town along the trail in Guthrie County.

Motion by Kuster second by Grasty to move forward with the Nation Bridge Shower House project with the ARP Program. Motion carried: Ayes: 5 Nays: 0.

Brenna Bird, Guthrie County Attorney, Eric Updegraff, Hopkins & Huebner and Josh Sebern, Guthrie County Engineer, joined the meeting to discuss Cosner Claim for Damages.

Motion by Carney second by Lloyd to enter into closed session pursuant to Iowa Code Section 21.2(1)(c) at 9:24 am. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Dickson: Aye.

Motion by Grasty second by Kuster to exit closed session at 9:41 am.

Updegraff left meeting. Bird stayed to discuss the Jail Construction Project

Motion by Grasty second by Lloyd to enter into closed session pursuant to Iowa Code Section 21.2(1)(c) at 9:43 am. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Dickson: Aye.

Motion by Kuster second by Carney to exit closed session at 9:55 am.

Bird provided an update on the National Opioid Litigation.

Motion by Carney second by Kuster to enter into closed session pursuant to Iowa Code Section 21.2(1)(c) at 9:58 am. Motion carried on a roll call vote: Lloyd: Aye, Kuster: Aye, Grasty: Aye, Dickson: Aye.

Motion by Lloyd second by Grasty to exit closed session at 10:07 am.

Motion by Carney second by Lloyd to approve Board Chair to sign off on a settlement for Opioid Litigation, if it is settled. Motion carried: Ayes: 5 Nays: 0.

Evan Subbert, Guthrie County Assistant to Engineer, presented a Final Plans for LFM-75 – 7X-05 Audubon County F32 Project (1 Mile Guthrie County). Guthrie County's estimated portion is just under \$300,000.

Motion by Carney second by Kuster to approve Final Plans for LFM-75 – 7X-05 Audubon County F32 Project (1 Mile Guthrie County). Motion carried: Ayes: 5 Nays: 0.

Subbert provided a Secondary Roads Department update.

Jotham Arber, Guthrie County Health Services Director, discussed the DNR Requirements for Closure Fund for the Transfer Station.

Arber presented a payroll change notice for new hire Office Assistant Lonnie Harris for \$16.00/hr. This is a part-time position.

Motion by Carney second by Grasty to approve payroll change notice for Lonnie Harris at \$16.00/hr. Motion carried: Ayes: 5 Nays: 0.

Arber presented a payroll change notice for new hire Nurse Kimberly Simmons for \$26.00/hr

Motion by Kuster second by Lloyd to approve payroll change notice for Kimberly Simmons at \$26.00/hr. Motion carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Carney to call Special Election for Lake Panorama and Diamondhead Lake Rural Improvement Zones for December 7, 2021. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Grasty to table Samuels Group Pay App #12. Motion carried: Ayes: 5 Nays: 0.

Board reviewed Potential Change Order #031: Electrical Changes for a total of \$8664.73. Brian Hoffman, Guthrie County IT Administrator, stated that this change order is not ready to be approved as they are still working through changes.

Board reviewed Potential Change Order #045: Additional Fire Dampers for a total of \$3148.08.

Motion by Grasty second by Carney to approve Potential Change Order #045: Additional Fire Dampers for a total of \$3148.08. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Kuster to approve minutes from October 5, 2021 as presented. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 10:55 a.m. until its regularly scheduled meeting on Tuesday, October 19, 2021. Motion by Carney second by Kuster. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor

Guthrie County Board of Supervisors

Regular Session

October 19, 2021

The Guthrie County Board of Supervisors met this 19th day of October, 2021, in regular session in the meeting room at the Guthrie County Courthouse in Guthrie Center, Iowa with the following members present: Clifford Carney, Mike Dickson, Everett Grasty, Jack Lloyd and Jerome "J.D." Kuster.

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

Motion by Grasty Second by Lloyd to approve Agenda for October 19, 2021. Motion carried: Ayes: 5 Nays: 0.

Chris Whitaker, Local Assistance Director, Region XII Council of Governments, joined the meeting to discuss a property owned by Last Outpost LLC in Herndon. The owner was supposed to have put up a screening fence per the Board of Adjustment, and is currently out of compliance. John Twillman, Assistant Guthrie County Attorney, will review the orders from the Board of Adjustment to determine further course of action.

Josh Sebern, Guthrie County Engineer, presented Final Plan Approval for F32 – 190<sup>th</sup> Road Project STBG-SWAP-C039(98) – FG-39. Estimated cost is \$4.15M with \$1.1M from SWAP dollars, the rest is funded by Farm to Market. Board reviewed the Annual Weed Commissioner's Report.

Motion by Carney second by Grasty to approve Final Plan Approval for F32 – 190<sup>th</sup> Road Project STBG-SWAP-C039(98) – FG-39. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Lloyd to approve the Annual Weed Commissioner's Report. Motion carried: Ayes: 5 Nays: 0.

Sebern provided a Secondary Roads Department Update.

Board reviewed Resolution 22-13: A Resolution Providing for the Amendment of the Articles of Agreement Which Formed the Workforce Development Chief Elected Official Consortium for the Workforce Innovation and Opportunity Act of 2014.

Motion by Carney second by Kuster to disapprove Resolution 22-13: A Resolution Providing for the Amendment of the Articles of Agreement Which Formed the Workforce Development Chief Elected Official Consortium for the Workforce Innovation and Opportunity Act of 2014. Motion carried on a roll call vote: Lloyd: Nay, Kuster: Aye, Grasty: Nay, Carney: Aye, Dickson: Aye.

Board reviewed a payroll change notice for Human Resources Coordinator Jamie Lindsay, and discussed her duties, and her pay.

Motion by Dickson second by Lloyd to approve Payroll Change Notice for Jamie Lindsay for a \$2000.00 pay increase. Motion carried: Ayes: 4 Nays: 1(Kuster).

Motion by Kuster second by Carney to approve ICAP Deductible Payment for \$2000.00. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Kuster to approve Samuels Pay App #12 in the amount of \$455,562.37. Motion carried: Ayes: 5 Nays: 0.

Motion by Grasty second by Lloyd to approve Potential Change Order #046: Mechanical Room Edge Angle for a total of \$3,595.28. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Kuster to approve Potential Change Order #047: Deletion of Beam at Emergency Shelter 115 for a credit of \$2,718.00. Motion carried: Ayes: 5 Nays: 0.

Motion by Carney second by Kuster to approve minutes from October 12, 2021 as amended. Motion carried: Ayes: 5 Nays: 0.

Motion by Kuster second by Carney to approve claims from October 6, 2021 through October 19, 2021 in the amount of \$403,889.67. Motion carried: Ayes: 5 Nays: 0.

There being no further business to come before the Board at this time, the Board adjourned at 10:54 a.m. until its regularly scheduled meeting on Tuesday, October 26, 2021. Motion by Kuster second by Grasty. Motion carried: Ayes: 5 Nays: 0.

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Mike Dickson, Chair  
Guthrie County Board of Supervisors

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Attest: Dani Fink,  
Guthrie County Auditor