

Wednesday, 2nd January 2019

Madison County Board of Supervisors met in organizational session on 2nd January 2019 at 9:00 a.m. in the conference room. Supervisor Price called the meeting to order with Supervisors Fitch and Clifton present.

Clifton moved, Fitch seconded, to approve the consent agenda; motion carried unanimously.

Resolutions Approved Unanimously

Fitch moved, Clifton seconded: SPV-010219A Appointing Price as County Board Chairman and Fitch and Clifton as Vice Chairpersons. **Clifton moved, Fitch seconded:** SPV-010219B Appointing County representation to boards and committees; SPV-010219C Requiring Board action as a unit for the supervision of County business; SPV-010219D Designating Winterset Madisionian as the official newspaper for County business; SR-010219 Appointing County Engineer Todd Hagan as primary and Assistant Engineer Mike Hackett as alternate Madison County representation to Central Iowa Regional Transportation Planning Alliance (CIRTPA) Transportation Policy Committee (TPC) and Transportation Technical Committee (TTC); TO-010219 Appointing Kelly Davenport as full-time First Auto Deputy at \$47,718.00/annually effective 2nd JAN 2019.

Supervisors reported on their boards. Clifton reported that a lot remains to be done to complete the Annex remodel. Price is working to determine financing the Courthouse exterior project with TIF dollars versus Jeffris Foundation grant dollars. The Elderly Services building was briefly discussed. The Board discussed and agreed upon priorities for 2019 (in no particular order): Wrap-up remodel of and complete transition to the Annex; Plan a new ambulance building; Consider a new elderly services/meal site building; Begin accomplishing plan that's been developed for the Courthouse exterior project; Work with Co. Engineer to develop a plan for re-shaping and ditching roads and repairing bridges; Comprehensive Plan revision/update.

Fitch proposed the Board writing a short weekly article/column to be published in The Shopper. Price and Clifton agreed to consider it during budgeting sessions due to an expected cost to be incurred by the weekly publication of such an item.

Following public input, Clifton move, Price seconded, to adjourn the meeting at 10:01; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

01/02/2019 Claims Total: MHDS CICS Fiscal Agency \$141,405.33

12/26/2018 Claims Total by Fund:	General Basic	31181.20
	General Supplemental	1046.20
	Rural Basic	30869.69
	Secondary Road	181772.32
	Conservation Special Resources	112.51
	Emergency Management	143.20
	Assessor's Agency	310.98
	Intergovernmental – Fuel	2445.01
	Group Health Insurance	1214.00
	Life & Disability Insurance	888.74
	Handwritten	<u>30853.32</u>
	TOTAL \$	280837.17

Monday, 7th January 2019

Madison County Board of Supervisors met in special session on 7th January 2019 at 9:05 a.m. in the Board office for a budget work session. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present. No action was taken during the work session. Clifton moved, Fitch seconded, to adjourn at 11:43 a.m.; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Tuesday, 8th January 2019

Madison County Board of Supervisors met in special session on 8th January 2019 at 10:22 a.m. in the Board office for a budget work session following their attendance at their regular board meeting. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present. No action was taken during the work session. Clifton moved, Fitch seconded, to adjourn at 12:39 p.m.; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Friday, 11th January 2019

Madison County Board of Supervisors met in special session on 8th January 2019 at 8:46 a.m. in the Board office for a special meeting and budget work session. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present.

Fitch moved, Clifton seconded, to approve the agenda; motion carried unanimously.

Clifton moved, Fitch seconded, to approve Resolution SPV-011119 authorizing Chairman Aaron Price to sign documents for the application to Enhance Iowa Board for the Cedar Covered Bridge rebuild project; motion carried unanimously.

The Board then proceeded into the budget work session, and no action was taken during the work session.

Clifton moved, Fitch seconded, to adjourn at 12:27 p.m.; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Tuesday, 8th January 2019

Madison County Board of Supervisors met in regular session on 8th January 2019 at 9:00 a.m. in the conference room. Chairman Price called the meeting to order with Supervisors Fitch and Clifton present.

Fitch moved, Clifton seconded, to approve the consent agenda; motion carried unanimously. Filed and received were notice of transfers of \$2862.90 from General Basic fund and \$37632.88 from Rural Basic fund to Secondary Road fund; development retrospective for West Des Moines; DEC reports of Auditor's ending fund balances, Sheriff's activity, and Recorder's and Clerk's of Court fees collected.

Resolutions Approved Unanimously

Clifton moved, Fitch seconded: AO-010819 Authorizing Auditor Burhans to establish new funds 13000 and 18000 for Tax Increment Financing (TIF) within Madison County Urban Renewal Area; RO-010819 Appointing Brandy Macumber as First Deputy Recorder and Lori Belgarde as Second Deputy Recorder; SO-010819B Appointing Lynn Singer as full-time Dispatcher/Jailer at \$16.00/hour effective 14 JAN 2019; SPV-010819A Appointing Aaron Price as primary and Tom Leners as alternate representation to Des Moines Area Metropolitan Planning Organization (MPO) Policy Committee and Tom Leners as primary and Aaron Price as alternate representation to MPO Transportation Technical Committee; SPV-010819B Appointing Kylon Schmidt as Madison County representative on Aging Resources Board of Directors; SPV-010819C Motion to Reconsider TO-010218 appointing Kelly Davenport as full-time First Auto Deputy at \$47,718.00/annually; SR-010819A Awarding bid for Project BRS-SWAP-C061(108)—FF-61 to Herberger Construction Co., Inc. for total cost of \$1,241,928.42; SR-010819B Authorizing Chairman Price to sign documents for Project STP-S-C061(103)—5E-61; TO-010819A Approving assignment of County-held tax sale certificate N° 2000-00167 to Dave Logemann for \$10.00 assignment fee; TO-010819B Appointing Kelly Davenport as full-time First Auto Deputy at \$45,798.00/annually effective 8 JAN 2019; VA-010819 Approving Memorandum of Cooperation and Understanding between Madison County and The Des Moines Vet Center Readjustment Counseling Service. **Fitch moved, Clifton seconded:** EMS-010819 Approving writing off account MAD-17021315 for total of \$36.57 due to deceased not having an estate; SO-010819A Appointing Brian Sutton as part-time Jailer at \$16.00/hour effective 14 JAN 2019.

Clifton moved, Fitch seconded, to approve Resolution TO-010819C Appointing Kelly Davenport as full-time First Auto Deputy at \$47,718.00/annually effective retro-actively 2 JAN 2019. Ayes—none, Nays—Price, Clifton, Fitch; motion failed.

Jim Smith met with the Board and submitted a petition opposing issuance of a special use permit to construct and operate a travel trailer park/campground.

Supervisors reported on their boards and discussed days they each intend to work in the Board office: Price—Tuesdays and Fridays; Clifton—Monday and Wednesday mornings; Fitch—Thursday mornings and possibly Monday and Wednesday afternoons. These days and hours are subject to change. They also reviewed their agreed-upon priorities for 2019 and directed Auditor Burhans to include them as separate bullet points on the weekly regular session agendas in 2019 (in no particular order): Wrap-up remodel of and complete transition to the Annex; Plan a new ambulance building; Consider a new elderly services/meal site building; Begin accomplishing plan that's been developed for the Courthouse exterior project; Work with Co. Engineer to develop a plan for re-shaping and ditching roads and repairing bridges; Comprehensive Plan revision/update.

Co. Engineer Todd Hagan met with the Board. Road repairs are ongoing. In 2018 Hagan and the Board had the goal to repair 25 bridges, and approximately 20 were repaired. Hagan will begin working with the Board to establish 2019 bridge repair goals.

Executive Director Tom Leners met with the Board and provided an update on the Madison County Development Group's activity from 19 NOV through 14 DEC.

Following public input, Clifton moved, Fitch seconded, to adjourn the meeting at 10:09; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Claims Total by Fund:	General Basic	33818.03
	General Supplemental	32539.78
	Rural Basic	233.50
	Secondary Road	19806.77
	Emergency Management	15.28
	Assessor's Agency	23714.87
	Intergovernmental – Fuel	14385.02
	Life & Disability Insurance	916.21
	Handwritten	<u>103639.28</u>
	TOTAL \$	229068.74

Monday, 14th January 2019

Madison County Board of Supervisors met in special session on 14th January 2019 at 9:30 a.m. in the Board office for a budget work session. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present. Clifton moved, Fitch seconded, to approve the agenda; motion carried unanimously. No action was taken during the work session. Clifton moved, Fitch seconded, to adjourn at 11:41 a.m.; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Tuesday, 15th January 2019

Madison County Board of Supervisors met in regular session on 15th January 2019 and began with a budget work session at 8:30 a.m. in the Board office. Chairman Price called the meeting to order with Supervisors Fitch and Clifton present. Clifton moved, Fitch seconded, to approve the agenda; motion carried unanimously. No action was taken. Fitch moved, Clifton seconded, to recess the meeting at 8:55; motion carried unanimously.

Clifton moved, Fitch seconded, to reconvene the Board's regular session at 9:01 a.m. in the conference room; motion carried unanimously.

Fitch moved, Clifton seconded, to approve the consent agenda; motion carried unanimously. Received and filed were the Treasurer's OCT, NOV, and DEC reports of monies collected and a notice of transfers of \$2,074.56 from General Basic fund and \$38,585.29 from Rural Basic fund to Secondary Road fund.

Resolutions Approved Unanimously

Fitch moved, Clifton seconded: SPV-011519 Approving participation in planning and development programs of Southern Iowa Council of Governments (SICOG) with payment of \$7918.20; TO-011519A Appointing Angela Poore as First Treasurer Deputy, Kelly Davenport as First Auto Deputy, Stephany Marlow as Second Auto Deputy, and Laurie Lensing as Part-time Clerk I. **Clifton moved, Fitch seconded:** SR-011519 Approving amended Five-Year Road Construction Program; TO-011519B Designating depositories and maximum deposit amounts.

Supervisors reported on their boards and reviewed priorities for 2019: estimated completion date of Annex remodel is 1st MAR; 12th FEB is proposed date for presenting plan on how to move forward with Comprehensive Plan revision process; 26th FEB is goal date to start moving forward on fundraising for Courthouse exterior project.

Auditor Burhans provided a point of clarification regarding the "Agent of Record" agenda item on 18th DEC 2018. That item had been put on the agenda per an internal County request and was not intended to be an insurance agent presentation. If it was supposed to have been an agent presentation, the agent would have been named on the agenda.

Following public input, Clifton moved, Fitch seconded, to recess the meeting at 9:31; motion carried unanimously. The Board proceeded to return to the Board office.

Fitch moved, Clifton seconded, to reconvene the meeting at 9:38; motion carried unanimously.

Clifton moved, Fitch seconded, to enter into closed session at 9:40. On roll call vote: Ayes—Fitch, Clifton, Price; Nays—None; motion carried unanimously. No action was taken.

Fitch moved, Clifton seconded, to exit out of closed session at 11:00. On roll call vote: Ayes—Price, Fitch, Clifton; Nays—None; motion carried unanimously.

Fitch moved, Clifton seconded, to adjourn the meeting at 11:01; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Claims Total: MHDS CICS Fiscal Agency \$369,464.83

Tuesday, 22nd January 2019

Madison County Board of Supervisors met in regular session on 22nd January 2019 at 9:00 a.m. in the conference room. Supervisor Clifton called the meeting to order with Supervisors Fitch present and Price absent.

Fitch moved, Clifton seconded, to approve the consent agenda; motion carried unanimously.

Fitch moved, Clifton seconded, to enter into public hearing at 9:01; motion carried unanimously. Hearing was held at request of MJM Real Estate Development LLC for final plat approval to create a five-lot subdivision to be known as The Farm at Badger Creek Subdivision in Section 17 of Jefferson Township. The plat meets all County standards, and the developer has proposed construction of three driveways to serve the five lots. This plat has a CSR of 53.01; prime productive agricultural land has a CSR of 70 and above. The affidavit of public notice was not on file. County Zoning Administrator C.J. Nicholl did not receive any written objections prior to the hearing; Supervisor Fitch voiced several concerns during the hearing. Fitch moved, Clifton seconded, to exit public hearing at 9:09; motion carried unanimously.

Resolutions Approved Unanimously

Fitch moved, Clifton seconded: HHC-012219 Approving Alicia McDonald's additional 2.75 hours worked; SPV-012219 Approving Agreements with Mediacom for Dedicated Internet Access Fiber, Transparent LAN Services Network, and Managed Voice Solutions Service in the Annex; TO-012219 Approving 28E between Madison County and City of Truro to collect snow violation fines.

Clifton moved to approve Resolution ZO-012219. There was no second to the motion, so no vote was taken on the Resolution.

Supervisors reported on their boards and reviewed priorities for 2019: estimated completion of Annex remodel still is on track; the Board needs to know square footage requirement for building space and parking before proceeding with discussion of a new Elderly Services/Meal Site building.

County Engineer Todd Hagan met with the Board to provide an update on Secondary Road department. Over the weekend one truck had a minor break-down, and the snow is keeping their road-clearing equipment busy.

Following public input, County Auditor Heidi L. Burhans tendered her resignation to be effective on 1st February 2019.

Fitch moved, Clifton seconded, to adjourn the meeting at 9:29; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Claims Total by Fund:	General Basic	41268.04
	General Supplemental	2062.74
	MHDS	2706.74
	Rural Basic	2668.23
	Secondary Road	636433.37
	Conservation Special Resources	100.59
	Emergency Management	226.88
	Assessor's Agency	677.04
	Intergovernmental – Fuel	27850.05
	Intergovernmental –Postage Meter	430.47
	Group Health Insurance	2582.75
	Life & Disability Insurance	916.12
	Handwritten	<u>89661.12</u>
	TOTAL \$	807584.14

Monday, 28th January 2019

Madison County Board of Supervisors met in special session on 28th January 2019 at 9:00 a.m. in the Board office for a budget work session. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present. No action was taken during the work session. Clifton moved, Fitch seconded, to adjourn at 12:00 p.m.; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Tuesday, 29th January 2019

Madison County Board of Supervisors met in special session on 29th January 2019 following their attendance at their regular Board meeting in the Board office for a budget work session. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present.. No action was taken during the work session. Fitch moved, Clifton seconded, to adjourn at 10:46 a.m.; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Thursday, 31st January 2019

Madison County Board of Supervisors met in special session on 31st January 2019 at 10:01 a.m. in the Board office for a budget work session. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present. No action was taken during the work session. Fitch moved, Clifton seconded, to adjourn at 12:02 p.m.; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Friday, 1st February 2019

Madison County Board of Supervisors met in special session on 1st February 2019 at 9:01 a.m. in the Board office for a budget work session. Chairman Price called the meeting to order with Supervisors Clifton and Fitch present. No action was taken during the work session. Clifton moved, Fitch seconded, to adjourn at 10:18 a.m.; motion carried unanimously.

Aaron Price, Chairman, Board of Supervisors

Tuesday, 29th January 2019

Madison County Board of Supervisors met in regular session on 29th January 2019 at 9:00 a.m. in the conference room. Chairman Price called the meeting to order with Supervisors Fitch and Clifton present.

Fitch moved, Clifton seconded, to approve the consent agenda; motion carried unanimously. Filed and received was the combined Eight Judicial District Departments of Correctional Services report for year ended 30th June 2017.

Resolutions Approved Unanimously

Clifton moved, Fitch seconded: EMS-012919A Approving writing-off accounts MAD-18250516 & MAD-18250520 for total of \$130.60 due to deceased not having an estate; EMS-012919B Approving writing-off account MAD-18110182 for total of \$152.12 due to deceased not having an estate; EMS-012919C Approving writing-off account MAD-16301149 for total of \$600.00 due to deceased not having an estate; EMS-012919D Approving writing-off account MAD-18090452 for total of \$1476.00 due to deceased not having an estate; PHA-012919 Approving Public Health Director Sharon Miller to attend Roadmap to Ready in St. Louis, MO, with travel expenses may not exceed \$400.00/Fight, \$80.00/Airport Transportation, \$400.00/Hotel and Tier Level 2 Per Diem for Meals reimbursable by the Public Health Emergency Preparedness Grant; SPV-012919A Approving the vacancy in the Office of County Auditor be filled by appointment 5th FEB 2019; SPV-012919C Appointing Heather Riley to the Bricker-Price Block Board for Term of 1st JAN 2019 through 31st DEC 2020; SR-012919 Approving Agreement to Blade Private Drive between Madison County and Chip See. **Fitch moved, Clifton seconded:** SPV-012919B Approving position description and hiring process for Information Services Technician

Following Board discussion and input from concerned citizens regarding the effects of the subdivision on Badger Creek Watershed, Clifton moved, Fitch seconded, resolution ZO-012919 approving the Final Plat of The Farm at Badger Creek Subdivision. Ayes— Price, Clifton, Nays—Fitch; motion passed.

Fitch voiced concern with the current Land-Disturbing Affidavit Form. Nicholl suggested Fitch work with Soil and Water Conservation District to update the form.

Supervisors reported on their boards. Old business included an update on the grant request submitted to Jeffris Family Foundation for courthouse windows replacement funding. The board reviewed priorities for 2019: Annex remodel on schedule pending review and final approval of Mediacom contract; discussions with Elderly Services/Meal Site regarding future needs.

Following public input, Fitch moved, Clifton seconded, to adjourn the meeting at 10:16; motion carried unanimously.

Heidi L. Burhans, County Auditor

Aaron Price, Chairman, Board of Supervisors

Claims Total: MHDS CICS Fiscal Agency \$410,362.34

Tuesday, 5 February 2019

Madison County Board of Supervisors met in regular session on 5 February 2019 at 9:00 a.m. in the conference room following their attendance at the monthly department head meeting. Chairman Price called the meeting to order with Supervisors Fitch and Clifton present.

Fitch moved, Clifton seconded, to approve the consent agenda; motion carried unanimously. Filed and received were the Recorder's JAN fees collected.

Resolutions Approved Unanimously

Clifton moved, Fitch seconded: EMS-020519A Approving writing-off accounts MAD-18020002 & MAD-18160073 for total of \$299.53 due to deceased not having an estate; EMS-020519B Approving writing-off Account MAD-17071008 for total of \$162.79 due to deceased not having an estate; EMS-020519C Approving writing-off account MAD-1401407 for total of \$462.00 due to deceased not having an estate; SPV-020519A Approving salary adjustments for Madison Co. Elected Officials effective 1 JUL 2019 for FYE2020; SPV-020519C Approving the vacancy in the Office of County Auditor be filled by appointment 12 FEB 2019; SR-020519 Approving revisions to the Madison Co. 2019 Five Year Road Program. **Fitch moved, Clifton seconded:** SPV-020519B Scheduling the public hearing for the budget of FYE2020 for 25 FEB 2019 at 6:00 p.m.; TO-020519 Approving longevity wage increase of \$0.04/hour for Stephany Marlow per union contract effective retro-actively to 5 JAN 2019.

Clifton moved, Fitch seconded, to approve temporary liquor license application for Winterset Knights of Columbus at the Knotty Pine Venue on 16 FEB 2019; motion carried unanimously.

Fitch moved, Clifton seconded, to approve the renewal liquor and wine application for Winterset Cidery, LLC; motion carried unanimously.

Supervisors reported on their boards and reviewed priorities for 2019: comprehensive plan presentation 12 FEB; local contractor inquired about bidding the Elderly Services/Meal Site but preliminary planning is not complete and project is not currently part of the urban renewal plan-Fitch or Clifton will lead this effort.

County Engineer, Todd Hagan, met with the Board. Three additional box beam bridges will be added to the Madison Co. 2019 Five Year Road Program to be considered for partial federal funding administered by the DOT; Engineer Hagan will submit final revisions 12 FEB.

Executive Director Tom Leners met with the Board and provided an update on the Madison County Development Group's activity from 17 DEC through 14 JAN.

Following public input, Fitch moved, Clifton seconded, to adjourn the meeting at 9:52; motion carried unanimously.

Aaron Price, Chairman, Board of Supervisors

Claims Total by Fund:	General Basic	34083.06
	General Supplemental	10791.30
	Rural Basic	4608.00
	Secondary Road	25227.26
	Conversation Spec Resource	142.88
	Capital Projects	37027.70
	Emergency Management	17760.29
	Assessor's Agency	2287.77
	Group Health Insurance	1740.10
	Life & Disability Insurance	916.12
	Handwritten	<u>14697.46</u>
	TOTAL \$	149281.94