

June 18, 2013

The Board of Supervisors of Shelby County, Iowa, met pursuant to law and rules of said board in regular session at 9:00 a.m. in the Supervisors Chambers of the Shelby County Courthouse with the following members present: Roger Schmitz, Chairman; Steve Kenkel, Vice Chairman; Charles Parkhurst; and Marsha J. Carter, Clerk.

The Chair asked that any Conflict of Interest be stated concerning any item on the agenda. None were stated.

It was moved by Kenkel, seconded by Parkhurst, to approve the agenda. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

It was moved by Parkhurst, seconded by Kenkel, to approve the minutes of June 4, 2013, as presented. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

It was moved by Parkhurst, seconded by Kenkel, to approve the Claims of June 18, 2013, and place the listing on file in the Auditor's Office. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

The Board has set aside time quarterly to meet with the Department Heads to discuss any issues pertaining to their departments. Kenkel had requested that each Department Head report on one efficiency they hope to improve this year. Those in attendance and reporting were Mark Hervey, Sheriff; Linda Fahn, Recorder; Carolyn Blum, Treasurer; Tony Buman, Assessor; Nick Preston, Conservation; Marsha Carter, Auditor; Dan Ahart, Engineer; Marcus Gross, Attorney; Bob Seivert, EMA; Joe Stroehrer, Environmentalist.

Ahart and Stroehrer are sharing an excavator.

Buman reported that his Field Appraiser had resigned, and he was considering contracting for this position and/or sharing an employee with the Auditor's Office.

Gross updated the Board on the progress of the Iowa Electronic Document Management System. This system requires all documents filed with court be done electronically with the final goal to be a paperless system.

Preston stated that he does mowing for Secondary Road in some of the outer areas and discussed making the Beaver Bounty form available on line.

Seivert reported he was working with the schools and cities on an Active Shooter Protocol. He also applied and received a \$30,000 grant to help pay for the reorganization of the equipment room in the Emergency Operations Center. His department continues to apply for as many grants as they can.

Hervey and Carter are sharing an employee. He also spoke to the Board about the necessity and the high cost of Inmate Health Insurance. It was a consensus of the Board that this needs to be continued.

As stated by the Sheriff and Assessor, Carter is sharing personnel with both of these offices and continues to look for ways to cut costs. The Assessor's Office even helps set up and staff polling places at election time.

Fahn purchased a machine to issue cash receipts instead of hand writing them.

Blum added a scanner to her copy machine to save the long distance charges for faxing documents. She is also making more forms in-house.

Emily Haase, Water Trail Coordinator for Western Iowa, appeared before the Board to present plans to extend the Nishnabotna water trails into Shelby County. State funds

are available to help with signage and maintenance of access points at no cost to the County. She will come back to the Board when funding is available.

It was moved by Parkhurst, seconded by Kenkel, to pay dues to NACO for 2013. The dues increased from \$400 to \$450. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

Carter informed the Board that Case Management Services expenses and revenues were going to be required to be in a separate fund from Mental Health Services, but the County is not allowed to transfer any money from the Mental Health Fund into this new fund. This means the fund will be running in the red until State reimbursements catch up and, hopefully, bring it back into the black. Carter also told the Board that it is not legal for any fund in the County to be in the red at any time during the year. It was moved by Parkhurst, seconded by Kenkel, to NOT create the new fund for Case Management Services and continue to operate out of the Mental Health Fund. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

The Board will act on the creation of the new fund for Environmental Health and the transfer into that fund at an upcoming meeting.

Carter informed the Board that the remaining funding for the Emergency Management Fund will be completed after July 1 so we will have the exact amount of the ending balance. We will then only transfer funds to meet the maximum \$350,000 Designated Balance and \$30,000 Undesignated.

It was moved by Parkhurst, seconded by Kenkel, to authorize the Chairman to sign the 28E Agreement with the Iowa Precinct Atlas Consortium, as recommended by Marsha Carter, Auditor. AYES: Schmitz, Kenkel, Parkhurst NAYES: None

It was moved by Kenkel, seconded by Parkhurst, to adopt the following resolution:

RESOLUTION NO. 2013-18
APPROPRIATE FUNDS TO OPERATE COUNTY OFFICES AND DEPARTMENTS
FOR FISCAL YEAR 2014

WHEREAS, in accordance with Section 331.434(6) of the Code of Iowa which requires the Board of Supervisors of Shelby County, Iowa, to appropriate funds to operate all offices and departments of said county for Fiscal Year 2014.

THEREFORE BE IT RESOLVED, that the Board of Supervisors do hereby authorize the appropriations for Fiscal Year 2014 as follows:

SECTION 1: The amounts itemized by department on the following Schedule A are hereby appropriated from the resources of each fund so itemized.

SECTION 2: Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations from the itemized fund, effective July 1, 2013.

SECTION 3: In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amount appropriated pursuant to this resolution.

SECTION 4: If at any time during the budget year the Auditor shall ascertain that the available resources of a fund for that year will be less than said funds total appropriations she shall immediately so inform the Board and recommend appropriate corrective action.

SECTION 5: The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate on a report the status of such accounts to the applicable department monthly during the budget year.

SECTION 6: All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2014.

SCHEDULE A

POLICY AND ADMINISTRATION	1,979,419
IT/GIS	373,108
AUDITOR	211,859
RECORDER	191,362
TREASURER	289,915
ATTORNEY	170,041
COURT RELATED COSTS	84,400
SHERIFF/JAIL	1,349,165
CONSERVATION/LAND USE	272,654
PUBLIC HEALTH	359,741
SOCIAL SERVICES	68,900
VETERANS	47,301
MH/MR/DD	1,539,889
SECONDARY ROAD	4,765,164
TOTAL	\$ 11,702,918

The above and foregoing resolution was adopted by the Board of Supervisors of Shelby County, Iowa, on June 18, 2013, the vote thereon being as follows:

AYES: Schmitz, Kenkel, Parkhurst NAYES: None

It was moved by Parkhurst, seconded by Kenkel, to adopt the following resolution:

RESOLUTION NO. 2013-19 AUTHORIZE AUDITOR TO TRANSFER FUNDS

WHEREAS, it is desired to transfer monies from the General Funds and from the Rural Basic Fund, and

WHEREAS, said operating transfers are in accordance with Sections 331.432, Code of Iowa,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Shelby County, Iowa, as follows:

SECTION 1. The Auditor is hereby authorized to transfer funds from the General Basic and Supplemental Funds and from the Rural Basic Funds to the Capital Fund to cover expenditures as set out in the County Budget for Fiscal Year 2014.

SECTION 2. The Auditor is hereby authorized to transfer funds from the General Basic Fund to the General Supplemental Fund to cover expenditures as set out in the County Budget for Fiscal Year 2014.

SECTION 3. The Auditor is hereby authorized to transfer funds from the Rural Basic Fund to the Rural Supplemental Fund to cover expenditures as set out in the County Budget for Fiscal Year 2014.

SECTION 4. The Auditor is hereby authorized to transfer funds from the Rural Basic Fund to the Flood & Erosion Control Fund to cover expenditures as set out in the County Budget for Fiscal Year 2014.

SECTION 5. The Auditor is hereby authorized to transfer funds from the General Basic and Rural Basic Funds to the Secondary Road Fund to cover expenditures as set out in the County Budget for Fiscal Year 2014.

SECTION 6. The Auditor is hereby authorized to transfer funds from the General Basic Fund to the Conservation Fund to cover expenditures as set out in the County Budget for Fiscal Year 2014.

The above and foregoing resolution was adopted by the Board of Supervisors of Shelby County, Iowa, on June 18, 2013, the vote thereon being as follows:

AYES: Schmitz, Kenkel, Parkhurst NAYES: None

Dan Ahart, the County Engineer, was available to update the Board on activities of the county road crews and the status of current maintenance and construction projects.

Ahart reported that they had won the court case for the vandalism done to one of the mud roads. The person was fined \$200 plus restitution costs and court costs.

There being no further business appearing, the Chairman declared the meeting adjourned at 10:34 a.m.

After adjournment, the Board went into a closed session, which was an Exempt Labor Negotiations Session – Iowa Code 20.17(3).

Roger Schmitz, Chairman

ATTEST:

Marsha J. Carter
Clerk to the Board of Supervisors

NOTE: These minutes are as recorded by the Clerk to the Board of Supervisors and are subject to Board approval at the next regular meeting.