

Floyd County Board of Supervisors Meeting  
June 12, 2023, 9:00 a.m.

The Floyd County Board of Supervisors met at Floyd County Courthouse EOC/Training Room with the following in attendance: Supv Mark Kuhn, Supv Dennis Keifer and Supv Jim Jorgensen.

Jorgensen/Keifer moved to approve the agenda as presented. Motion carried 3-0.

Public comment: none.

Keifer/Jorgensen moved to approve the June 5, 2023 minutes. Motion carried 3-0.

The Board discussed a violation of the credit card charge made by Auditor Gloria Carr where \$0.96 in sales tax was included in an online county purchase for a notary stamp; Carr has sought reimbursement. Jorgensen/Keifer moved to approve the claims presented: County 2825-2899, Secondary Roads #22989-23018 and Drains #15380 and to issue a warning to Auditor Carr regarding sales tax on purchase as a misuse of the credit card policy. Motion carried 3-0.

Updates on various boards/commissions/activities: Supv Keifer attended Main Street Charles City and Joint Entity meetings and mentioned Bill Croell, Croell Redi Mix, thanked the board for doing business with them. Supv Jorgensen attended an Ambulance Commission meeting and visited with Jason Webster about doing security updates for the courthouse, visited with a potential contractor for drainage work, and had comments with various people about the radio communications project, the pipeline and cost to county. Supv Kuhn worked with the Assessor, Secondary Roads, and Zoning departments regarding tomorrow's pipeline meeting and displaying maps.

Updates on various boards/commissions/activities: There is a 1 p.m. Owner-Architect-Contractor meeting followed by starting with punch list items for completion of the project. The germination date for seeding the grass has ended and if the county wants to seed anyway, there will be no warranty; consensus was to wait until the August 15 start date for the next appropriate seeding date. Plans to drain the atrium area were discussed; Supv Keifer will visit w/Otto's Oasis. Willard Milleson and Jodi Hammond-Milleson were present to discuss the adjoining property line that was contracted through the project to identify the line for the easement area. Auditor Carr commented that work had been done over a year ago except for an area where Milleson's vehicle was not moved to complete the project. Milleson disagreed with ownership of the vacated alley area until last week when HRS Surveying came onsite to identify the property line but requested the county leave the landscape the way it is. Carr suggested the work proceed as planned due to the dispute that started over a year ago to preserve the area if utility work is necessary. Hammond-Milleson commented that parking on the easement line has been a problem in the past and will likely be a problem in the future. At Hammond-Milleson's request, Carr suggested the county consider tying in another county project that requires cutting out a curb on the county's property along with cutting out the west curb in the neighbor's driveway for the purpose of widening their driveway. Keifer/Jorgensen moved to proceed with the excavation work to the property line and to include a curb cutout on the neighbor's property with a future county project for curb cutouts on the county's property. Motion carried 3-0.

Keifer/Jorgensen moved to approve Res #21-23\* Number and Appointment of Assistants and Clerks: Pursuant to Iowa Code Chapter 331.903.1, the number of deputies, assistants and clerks for each office shall be determined by the Board and the number and approval of each appointment shall be adopted by a resolution and recorded in the minutes of the Board; Resolution #14-23 approved on April 3, 2023 allowed the County Attorney to have one full-time Assistant County Attorney and two full-time clerks and approved appointment of Randy Tilton as Assistant County Attorney, Erin Myers as Victim Witness Coordinator/Paralegal and Melissa Pitzenberger as Secretary/Office Manager; County Attorney Todd Prichard has requested consideration to add a part-time Assistant County Attorney position and is in need to replace the Secretary/Office Manager position; be it resolved by the Board that the County Attorney shall be allowed one additional position for a part-time Assistant County Attorney; be it further resolved that the Board approves the appointment of Part-time Assistant County Attorney Kalliope Genzler, effective on or about August 1, and Clerk-Full-time Secretary/Office Manager Elizabeth Knecht, starting June 26. Roll call: Ayes-Keifer, Jorgensen, Kuhn; Motion carried 3-0.

The Board discussed wages and an itemized budget of the two county attorney positions. Recorder Amy Assink questioned the timing of the cost of living increase as unfair for the clerical position Prichard proposed to start at \$21.60 per hour on June 26 and increase to \$22.25 on July 1 rather than at the end of the typical 6-month probationary period. Prichard is concerned of the employee not accepting the position, offered the position at a rate believed to be what the employee is worth, and would like to get board approval as soon as possible. Prichard also

offered to reduce the annual salary request of \$45,000 to \$42,500 for the new part-time assistant county attorney. Keifer/Jorgensen moved to approve the hire of Elizabeth Knecht at \$21.60 per hour and an increase to \$22.25 per hour at the end of a successful 6-month probationary period. Motion carried 3-0. Keifer/Jorgensen moved to set an annual salary of \$42,500 for Kalliope Genzler, part-time Assistant County Attorney. Motion carried 3-0.

John Danos, Dorsey-Whitney attorney, provide procedural orders for consideration of securing general obligation debt under a simple public hearing process with no referendum requirement or petition process due to the purposes being essential county purpose for communications towers and equipment. The first phase is go get the authority to enter into a public purpose process with a 4-day publication notice. The second phase of the project could be done in a 6-8 week process with money in hand. Heidi Kuhl, Northland Securities representative, believes bonds could be secured likely at a AA- rating, mentioned short-term interest rates are low, the board would need to set a not-to-exceed amount, the bonds could have a call-date of about seven years out, and bonds could be split over a couple of issues if desired. Shari Schmitt, Motorola representative, reviewed timelines of the project including the August 24 deadline to secure prices and an estimated completion of the project within 18-24 months. Ben Chatfield, 911 Board representative, mentioned costs outside of the Motorola contract, potentially cutting out some of the maintenance contract costs, and ongoing costs to maintain the system; Supv Kuhn would like the costs of the project to be clearly defined. The Fossil and Prairie Center, originally funded through a REAP grant, should be confirmed if it is an appropriate site for placing the tower. Chatfield will reach out to Omnitel for a per mile cost if the tower would have to be relocated somewhere other than the Center. Other discussion included ongoing maintenance costs covered with through the 911 fund and opportunities to lease space on the tower. The consensus is to move forward with the process of setting a hearing date.

Brandi Schmidt, County Assessor, provided an overview of the new Homestead Credit, an exemption for property owners over age 65 that lowers the taxable amount. The deadline to sign up for the first year is July 1. For assessment year 2023 payable FY2024/2025 the taxable value is lowered \$3,250 and the following year is lowered by \$6,500. The credit is not backfilled by the state, leaving the taxing authorities to absorb the cost. The original expectation was to receive about 22% (over 900) of the overall 4,400 applications with the county but the number could be as high as 40% (over 1,700) of applications. Around 900 credits would reduce taxable value around \$2.8 million for the first year and \$5.6 million for subsequent years; 1,700 applications would reduce taxable value around \$5.7 million for the first year and \$11.4 million for subsequent years. In addition, the new legislation for military exemptions increases from \$1,850 to \$4,000, with the state not funding the difference. These legislative changes have potential for significant revenue loss to the taxing authorities but are beneficial to the property owners who are eligible for the exemptions.

Keifer/Jorgensen moved to approve the Emergency Ambulance Services Agreement, a 3-year contract between American Medical Response, City of Charles City, and Floyd County at \$415,000 year one and increasing 3% each year. Motion carried 3-0.

Keifer/Jorgensen moved to approve the Application for Use of Floyd County Courthouse Grounds to display a wagon with advertising for the Floyd County Fair. Motion carried 3-0.

Jacob Page, County Engineer, provided departmental updates. Secondary Roads has been working on driveway permits, work orders, pipe repairs, mowing black top roads, spraying guard rails, ditch brushing, general shop maintenance, sign inventory, plank repair on bridge on Echo, 130<sup>th</sup> and Victory Ave corrugated metal pipe (CMP) replacement project, and pipe replacement on Underwood Ave. Office staff have been working on S70 and B20 paving projects, 130<sup>th</sup> and Victory CMP project, day labor projects, crack filling on T38, T26, and T64, and general office work.

Keifer/Jorgensen moved to approve a temporary increase on Auditor Carr's VISA Business Card up to a \$11,000, including sales tax, to purchase blinds for the courthouse windows with the understanding the sales tax will be reimbursed by the online vendor. Motion carried 3-0.

The board discussed the proposed employee handbook changes. Mike Galloway, Ahlers-Cooney legal counsel has reviewed the handbook for compliance and only recommended putting a cap on the compensatory time earned. Department heads suggested new hires within the last year be given five vacation days or a prorated number of days which could be done by board action rather than written in the handbook. The board would like more information on handling disciplinary action or reprimands of employees who report to the board of supervisors, tobacco use in county vehicles, personal vehicle liability insurance limits, harassment charges and investigations, and addressing employees who work for more than one department and/or autonomous boards

and/or elected officials. Supv Kuhn does not think the handbook could be ready for approval by July 1 but will contact Galloway on his questions.

Future agenda items: nothing discussed.

Keifer/Jorgensen moved to adjourn. Motion carried 3-0.

ATTEST:

Gloria A. Carr  
Floyd County Auditor

Mark A. Kuhn, Chair  
Floyd County Board of Supervisors