

PROCEEDINGS OF THE FRANKLIN COUNTY BOARD OF SUPERVISORS

June 24th, 2024

The Board of Supervisors met at 8:30AM on Monday June 24th 2024 at the Franklin County Courthouse with Board members Vanness, McVicker, and Lukensmeyer present.

The Board began their meeting by witnessing the Oath of Office being administered to Future County Attorney, Andrea Miller (effective July 8th, 2024).

Motion by McVicker, seconded by Lukensmeyer to approve the Agenda with the removal of New Business item #7. All ayes. Motion carried.

Motion by Lukensmeyer, seconded by McVicker to approve the minutes from the 6/17/2024 regular session. All ayes. Motion carried.

Public Comment & Board Committee Updates: Lukensmeyer attended CICS. McVicker attended Second Judicial District and NIACOG Housing Trust Fund.

Jay Waddingham, Secondary Roads Engineer, met with the Supervisors to provide them an update on his department.

A drainage meeting pertaining to JDD 1-31-86 Main Open Ditch was held. Full minutes may be obtained from the Auditor's office or on the county website.

Motion by McVicker, seconded by Lukensmeyer to approve claims as submitted. All ayes. Motion carried.

Motion by Lukensmeyer, seconded by McVicker to approve a resolution authorizing appropriations to County Officers & Departments for FY24/25. The resolution reads as follows:

RESOLUTION #2024-35

Authorizing Appropriations to County Officers and Departments for FY24/25

WHEREAS, the County Board of Supervisors shall appropriate dollars for all budgetary departments based on Iowa Code 331.433(6); **WHEREAS**, appropriations on Budgetary Funds/Departments for FY24/25 are based on the Notice of Public Hearing-Proposed Budget published on April 3, 2024. **NOW, THEREFORE BE IT RESOLVED**, the Franklin County Board of Supervisors agree to appropriate 100% of the budgeted amounts for expenditures for all remaining budgetary departments.

Roll call vote was as follows, Ayes: Lukensmeyer, McVicker, Vanness; Nays: None. Motion carried and resolution duly adopted.

Motion by Lukensmeyer, seconded by McVicker to approve FY2025 wages as presented. All ayes. Motion carried.

Motion by McVicker, seconded by Lukensmeyer to approve a resolution amending Franklin County Employee Handbook Section Four: Time Off Benefits. The resolution reads as follows:

RESOLUTION #2024-33

AMENDING FRANKLIN COUNTY HANDBOOK SECTION FOUR: TIME OFF BENEFITS

WHEREAS, the updated Franklin County Employee Handbook final copy was presented and approved by the Board of Supervisors on August 19th, 2019; **WHEREAS**, the Board of Supervisors are adding Section 4.17 "Precinct Election Official Leave"

Precinct Election Office Leave

4.17

Franklin County encourages community involvement and civic responsibility when it comes to recognizing the importance of protecting and promoting the right to vote.

As a strategy to better support employees who wish to volunteer to serve as non-partisan poll workers, each regular full-time employee shall be granted two (2) paid administrative leave days to serve as a PEO (Precinct Election Official) for Franklin County, including training periods.

Department Heads and Elected Officials are encouraged to accommodate their employees' request for time off to serve as a PEO for any election event. However, scheduling of administrative leave for the above-described purpose is subject to the discretion of the requesting employee's Department Head or Elected Official without significantly impairing mission-essential operations.

Leave time will be verified with the Franklin County Auditor. Administrative leave time may only be used during the employee's regular scheduled hours and will not count work hours for the purpose of calculating

overtime. If PEO duties require the employee to be absent for a longer period of time than as allowed in this policy, the employee must use accrued leave or earned comp time to cover the absence.

THEREFORE, the added section is effective upon the passing of this resolution.

Roll call vote was as follows, Ayes: Lukensmeyer, McVicker, Vanness; Nays: None. Motion carried and resolution duly adopted.

RESOLUTION #2024-34

APPROVING THE AMENDED CAFETERIA PLAN INCLUDING A HEALTH FLEXIBLE SPENDING ACCOUNT & DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT

WHEREAS, the undersigned authorized representative of Franklin County (the Employer) hereby certifies that the following resolutions were duly adopted by the Employer on February 16, 2016, and that such resolutions have not been modified or rescinded as of the date hereof: NOW, THEREFORE BE IT RESOLVED, that the form of amended Cafeteria Plan including a Health Flexible Spending Account and Dependent Care Flexible Spending Account effective January 1, 2024, presented to this meeting is hereby approved and adopted and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan. The undersigned further certifies that attached hereto as Exhibits A and B, respectively, are true copies of Franklin County Flexible Benefits Plan as amended and restated, and the Summary Plan Description approved and adopted in the foregoing resolutions.

Roll call vote was as follows, Ayes: Lukensmeyer, McVicker, Vanness; Nays: None. Motion carried and resolution duly adopted.

Motion by Lukensmeyer, Seconded by McVicker to appoint Andrea Miller as Temporary Part-Time County Attorney beginning 6/24/24 and setting her wage at \$7.25 per hour. All ayes. Motion carried.

There was discussion regarding the fiscal year end petty cash count. Supervisor Lukensmeyer will complete it this year on Friday afternoon, 6/28/24.

Chairman Vanness adjourned the meeting at 10:42AM until Monday July 1st 2024, at 8:30AM at the Franklin County Courthouse.

ATTEST:

Chris Vanness, Chairman

Katy A. Flint, Auditor & Clerk to the Board