

April 2, 2019

The Board of Supervisors met at 9:00 o'clock A.M. with Kyle Schultz, Chairman presiding. All members were present.

Minutes of the previous meeting were read and approved.

The Board recognized the change of wage for Vernis Nihsen and Doug Thede, Seasonal Part-Time Roadside Maintenance in the Roadside Department.

The Board recognized the change of wage for Gene VonTersch, David Reisz, Paul Outhouse and Brian Schechinger, Seasonal Part-Time Road Maintenance with CDL in the Engineer's Department.

The Board recognized the change of wage for Hunter Lilliholm, Seasonal Part-Time Bridge Maintenance with CDL in the Engineer's Department.

The Board recognized the hiring of Damon Crampton, Seasonal Part-Time Road Maintenance with CDL in the Engineer's Department.

The Board recognized the hiring of Jacob Macumber and Matt Pfadenhauer, Seasonal Part-Time Bridge Maintenance with CDL in the Engineer's Department.

The Board recognized the hiring of Kayla Ragaller, Engineer's Office in the Engineer's Department.

The Board recognized the Change of status for Pearl Koontz from Part-Time Jailer to Civil Process/Part Time Jailer in the Sheriff's Office.

The Board recognized the change of status for Janet Heese from Civil Process/Part Time Jailer to Chief Jailer in the Sheriff's Office.

The Board recognized the change of wage for Crystal Price, Drive Examiner, in the Treasurer's Office.

The Board recognized the change of wage for Daniel Fitzpatrick, Maintenance Employee I, in the Engineer's Department.

A motion was made by Skoog, seconded by Blum to extend the property tax due date through April 2, 2019 due to a publication error.

Motion was passed unanimously.

The Board approved the following Underground Utility Permits:

No. 19-03 – West Central Iowa Rural Water – installing a 3" water service line crossing 330th St. at a point located 15 feet south of the entrance to 2370 330th St. thence north in the west road ditch 1100 feet to connect to an existing main.

A motion was made by Blum, seconded by Vogt to approve the Iowa Department of Transportation Program and Budget for FY ending June 30, 2020.

Motion was passed unanimously.

The Board proclaimed April 2019 as Child Abuse Prevention Month.

A motion was made by Skoog, seconded by Muhlbauer to proclaim April 2019 as Keep Iowa Beautiful Month.

Motion was passed unanimously.

The Board met with Doug Haase, Weed Commissioner to discuss the 2019 Season.

A motion was made by Muhlbauer, seconded by Skoog to approve the Publication of Public Notice for Destruction of Noxious Weeds & Fines assessed.

Motion was passed unanimously.

The Board met with Josh Hansen, of LightBox Systems to discuss IT options.

A motion was made by Skoog, seconded by Vogt to approve the Carroll Control Systems, Inc. quote for the Courthouse Air Compressor of \$2750.

Motion was passed unanimously.

A motion was made by Blum, seconded by Muhlbauer to approve the Carroll Control Systems, Inc. quote for the Annex HVAC for \$14,300.

Motion was passed unanimously.

A motion was made by Skoog, seconded by Muhlbauer to approve the following resolution:

RESOLUTION NO. 2019-17

A Resolution of the County Board of Supervisors of Crawford County, Iowa,
Establishing the Crawford County Land Mobile Radio Advisory Board

WHEREAS the County Board of Supervisors has identified a need for ongoing administration and management of radio communications systems and practices utilized by public safety entities within the County, and;

WHEREAS the County Board of Supervisors has determined that it would be beneficial to receive input with regard to such administration and management from the various public safety entities utilizing such systems and practices within the County, and;

WHEREAS the County Board of Supervisors wishes to retain all authority over adoption and implementation of any proposed changes to existing systems and practices;

NOW, THEREFORE, be it resolved by the Crawford County Supervisors of Crawford County, Iowa, that there now be created the Crawford County Land Mobile Radio Advisory Board as follows:

- .01 Purpose
- .02 Membership
- .03 Powers and Duties
- .04 Meetings
- .05 Officers and Duties
- .06 Duration
- .07 Conflict of Law

Section .01, Purpose: The purpose of the Crawford County Land Mobile Radio Advisory Board (“Advisory Board”) shall be to provide information, guidance, and assistance to the County Board of Supervisors with regard to systems and practices related to radio communication by and between public safety entities within the County.

Section .02, Membership:

- (1) There shall be seven voting members of the Advisory Board, each entitled to one vote of equal weight, each appointed by the entity he or she represents, as follows:
 - a. One member representing the Crawford County Sheriff’s Office.
 - b. One member representing the Crawford County Firefighters’ Association.
 - c. One member representing the Crawford County Emergency Medical Services Association.
 - d. One member representing the Crawford County “E-911” Service Board.
 - e. One member representing the Crawford County Emergency Management Agency.
 - f. Two members representing the Crawford County Board of Supervisors.
- (2) Each of the Voting Members listed in Section .02(1) shall be a resident of Crawford County.
- (3) Each of the Voting Members listed in Section .02(1) shall also have an Alternate Member, who shall also be a resident of Crawford County, who shall be appointed by the entity the Voting Member represents, and who shall have the right to vote in the event of the absence or incapacity of the Voting Member. Alternate Members may attend and participate in any meeting as non-voting members.
- (4) Voting members listed in Section .02(1), or their respective Alternate Member (if currently holding the right to vote pursuant to Section .02(2)), shall be empowered to designate another person as Temporary Proxy to represent the Voting Member or Alternate Member before the Advisory Board and to cast the vote of the Voting Member or Alternate Member by proxy at any given meeting of the Advisory Board. Designation of a Temporary Proxy under this section must in writing, must be signed by the Voting Member or Alternate Member for whom the temporary proxy is acting, and must be delivered to the Chairperson of the Advisory Board prior to the conduct of business for the meeting in which the Temporary Proxy intends to vote. Designation of a Temporary Proxy under this section shall be for effective for no more than one meeting of the Advisory Board.
- (5) There may be additional members of the board, who shall be non-voting members, as follows:
 - a. One non-voting member representing the Crawford County Conservation Board.
 - b. One non-voting member representing the Crawford County Secondary Roads Department.
 - c. One non-voting member from any other entity designated by the County Board of Supervisors.
- (6) Any Voting Member, Alternate Member, or Non-Voting Member may be terminated from membership on the Advisory Board as follows:
 - a. Voluntary Resignation
 - b. Death, incapacity, or change of residence
 - c. Involuntarily by the Board of Supervisors for any reason, including a recommendation for such involuntary termination by a majority vote of the Advisory Board.
- (7) In the event of termination of membership pursuant to Section .02(5), the entity represented by the terminated member shall appoint a replacement to the same position and shall notify the County Board of Supervisors of such nomination within 30 working days of the termination.

Section .03, Powers and Duties:

- (1) The Advisory Board shall prepare an annual proposed budget, based on the fiscal year beginning July 1 of each year, for the development and continued operation of radio communications systems for public entities within the County. Such proposed budget shall be presented to the County Board of Supervisors no later than January 31 of the same calendar year in which the fiscal-year budget will commence.
- (2) The Advisory Board shall make recommendations and proposals to the Board of Supervisors, at any time and as the Advisory Board may deem appropriate, for the following actions:
 - a. Entry into contracts implementing or effectuating radio communications systems or their operation, maintenance, administration, or planning.
 - b. Application for grants or other assistance, monetary or otherwise, from federal, state, or other agencies.
 - c. Authorization of expenditures to implement or effectuate radio communications systems or their operation, maintenance, administration, or planning.

- d. The purchase of equipment or other property, real or personal, to implement or effectuate radio communications systems or their operation, maintenance, administration, or planning.
 - e. The disposal of equipment or other property, real or personal, that the Advisory Board deems no longer necessary to implement or effectuate radio communications systems or their operation, maintenance, administration, or planning.
 - f. Any other action for the purpose of implementing or effectuating radio communications systems or their operation, maintenance, administration, or planning.
- (3) The Advisory Board shall remain entirely advisory in nature and shall have no executive power(s). All power(s) to take action pursuant to this Resolution, including but not limited to the actions described in Section .03(2), shall remain vested in the County Board of Supervisors and/or any other entity granted such power(s) by statute, ordinance, or regulation.
 - (4) The Advisory Board shall create an inventory process for any equipment or other property acquired pursuant to this Resolution. Such equipment or property shall be clearly marked as property of Crawford County and shall be recorded by the Advisory Board through an inventory process which identifies the location, use, and disposition of all items.
 - (5) The Advisory Board shall comply with Iowa Code Chapter 21 (Open Meetings) and Iowa Code Chapter 22 (Open Records).

Section .04, Meetings:

- (1) The Advisory Board shall meet at such times and locations as called by the Chairperson, but not less than once per calendar year.
- (2) Special meetings may be called either by the Chairperson or by written petition of a simple majority of voting members. In either event, the call for any special meeting shall specify the purpose of the special meeting.
- (3) Electronic meetings, conducted through the use of technology that allows all parties to hear each and every other party, may be conducted at the discretion of the Chairperson, but must comply with all other provisions of this Resolution, including Section .03(5) (Open Meetings).
- (4) A quorum shall consist of a simple majority of Voting Members; and/or Alternates Members who are present pursuant to section .02(2); and/or Temporary Proxies who are present pursuant to Section .02(3).
- (5) All votes taken by the Advisory Board shall be decided by simple majority. In the event of a tied vote, the proposal shall fail.

Section .05, Officers and Duties:

- (1) Election of officers shall be held in January of each odd-numbered year, or as vacancies occur.
- (2) The Chairperson of the Advisory Board shall be elected by the membership of the Advisory board from among its members and shall serve for a period of two years. The Chairperson shall:
 - a. Issue a call to each meeting
 - b. Prepare the agenda for each meeting
 - c. Conduct meetings
 - d. Facilitate communication between the members, between the Advisory Board and the Board of Supervisors, and between the Advisory Board and the public or other entities
- (3) The Vice Chairperson of the Advisory Committee shall be elected by the membership of the Advisory Board from among its members and shall serve for a period of two years. The Vice Chairperson shall serve in the place of the Chairperson in all respects in the event of the absence of the Chairperson for any reason.
- (4) The Advisory Board shall appoint a secretary who shall serve for a period of two years. The Secretary shall record minutes of all meetings and conduct correspondence as directed by the Chairperson.

Section .06, Amendments:

- (1) The provisions of this Resolution may be amended by a simple majority of the County Board of Supervisors provided that all members of the Advisory Board, to include Voting Members, Alternates, and Non-Voting Members, are provided notice of any proposed amendment(s) no less than 10 days prior to the vote to amend.

Section .07, Duration:

- (1) The duration and existence of the Advisory Board shall be perpetual unless dissolved by the Board of Supervisors or unless dissolution is required by enacted statute, ordinance, or regulation.
- (2) The County Board of Supervisors may dissolve the Advisory Board at any time and for any reason.

Section .08, Conflict of Law:

- (1) No provision of this Resolution shall be construed as intended to contravene or supersede any existing lawful statute, ordinance, or regulation.
- (2) In the event that any provision of this Resolution shall be found to be in conflict with any existing statute, ordinance, or regulation, then such provision shall be void and without effect; however, such event shall not invalidate this Resolution as a whole and all other provisions shall remain in full force and effect.

Voting Aye: Blum, Muhlbauer, Schultz, Skoog and Vogt. Voting Nay: None. Motion passed unanimously.

On motion duly seconded the Board adjourned at 11:20 o'clock A.M.

Agendas for the next meeting are posted and available at the Courthouse on Friday at 4:30 o'clock P.M. preceding the next meeting.

County Auditor

Chairman