

Operation: New View Board (1 year term)

Jeff Madlom
Shirley Helmrichs

Regional Planning Affiliation Board (1 year term)

Jeff Madlom
Shirley Helmrichs, Alternate
Anthony Bardgett, TECH

Resource Conservation & Development Board (1 year term)

Doug Dabroski

Workforce Investment Region One

Doug Dabroski

Solid Waste Disposal Commission

Doug Dabroski

Township Trustees & Clerks (4 year term unless noted otherwise)**Adams Township**

Kevin Stansberry, Trustee
Karen Cook, Clerk

Bremen Township

Dan Deutmeyer, Trustee
Ron Domeyer, Clerk

Coffins Grove Township

Gerald Lee, Trustee
Cindy Mensen, Clerk

Colony Township

Joe Wulfekuhle, Trustee
Steve Lueken, Clerk

Delaware Township

Bill Oberbroeckling, Trustee
Gary Vontalge, Clerk

Delhi Township

Allie Nefzger, Trustee
Karen Knipper, Clerk

Elk Township

David Pierschbacher, Trustee
Ann Nurre, Clerk

Hazel Green Township

Jim L. Shover, Trustee
Sharon Bacon, Clerk

Honey Creek Township

Don Rhines, Trustee

Milo Township

Melissa Sheppard, Trustee
Barbara J. Mossner, Clerk

North Fork Township

Lois Cahill, Clerk

Oneida Township

Dan Ries, Trustee
Janel Ries, Clerk

Prairie Township

Norman Boss, Clerk

Richland Township

Mark E. Francois, Trustee
Glenn Puffett, Clerk

South Fork Township

David Guthrie, Trustee
Larry Lamont, Clerk

Union Township

Tim Goedken, Trustee
Joan Goedken, Clerk

All Ayes

Motion made by Dabroski, second by Helmrichs and carried to approve the minutes from the December 29th regular session. All Ayes

Motion made by Helmrichs, second by Dabroski and carried to approve the following claim for payment:

Microsoft	Account Reconciliation	\$6.34
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All Ayes

Motion made by Dabroski, second by Helmrichs and carried to approve the following holiday schedule for all non-union employees:

HOLIDAYS – 2015

Martin Luther King Day	Monday	January 19, 2015
President's Day	Monday	February 16, 2015
Memorial Day	Monday	May 25, 2015
Independence Day	Friday	July 3, 2015
Labor Day	Monday	September 7, 2015
Veterans' Day	Wednesday	November 11, 2015
Thanksgiving	Thursday & Friday	November 26 & 27, 2015
Christmas	Thursday & Friday	December 24 & 25, 2015
New Year's Day	Friday	January 1, 2016

All Ayes

Consideration of 2015 Mileage Reimbursement Rate

A few years ago, members of the Board had passed a resolution which stated that the mileage reimbursement rate for Delaware County would follow the business mileage reimbursement rate set by the IRS. The 2015 IRS business rate was set at 57.5¢ per mile. The current Board feels this might be a bit high in light of the recent lower gas prices. They highly encourage employees to utilize the county fleet cars that have been made available. The Board would like to research this more before setting the rate for the entire year.

Motion made by Helmrichs, second by Dabroski and carried to temporarily set the 2015 Delaware County mileage reimbursement rate at the IRS rate of 57.5¢ per mile. Said rate shall be effective for the month of January 2015 only. By the end of said month, the Board shall take this matter under consideration again before setting the rate for the entire year. All Ayes

Motion made by Dabroski, second by Helmrichs and carried to approve the following newspapers as the official newspapers of the county:

*The Delaware County Leader,
The Dyersville Commercial and
The Manchester Press*

All Ayes

Motion made by Helmrichs, second by Dabroski and carried to appoint KMCH Radio as the official radio station of Delaware County. All Ayes

Motion made by Dabroski, second by Helmrichs and carried to approve the following resolution:

RESOLUTION 2015-001**AUTHORIZATION OF AUDITOR TO ISSUE WARRANTS**

BE IT RESOLVED by the Board of Supervisors of Delaware County, Iowa, that the Delaware County Auditor be and is hereby authorized to issue warrants when the Board is not in session for fixed charges, including freight, postage, water, lights, fuel, telephone service and insurance premiums upon the filing of duly authenticated bills and for salaries and payrolls as approved by the Board of Supervisors, all according to Section 331.506 of the 2009 Code of Iowa. Also, for the emergency allowance of claims through the Community Services Department according to Board Resolution passed December 23, 2002.

Dated at Manchester, Iowa this 2nd day of January, 2015

Board of Supervisors
 Delaware County, Iowa
 /S/ Jeff Madlom, Chairperson
 ATTEST:
 /S/ Carla K. Becker, Delaware County Auditor
 All Ayes

Motion made by Helmrichs, second by Dabroski and carried to approve the following resolution:

**RESOLUTION 2015-002
 CONSTRUCTION EVALUATION RESOLUTION**

WHEREAS, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a "construction evaluation resolution" relating to the construction of a confinement feeding operation structure; and
WHEREAS, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and
WHEREAS, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR's decision regarding a specific application; and
WHEREAS, by adopting a construction evaluation resolution the Board of Supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the Board of Supervisors between February 1, 2015 and January 31, 2016 and submit an adopted recommendation regarding that application to the DNR; and
WHEREAS, the Board of Supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board's recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF DELAWARE COUNTY that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

/S/ Jeff Madlom, Chairperson
 Delaware County Board of Supervisors
 Date: January 2, 2015
 ATTEST:
 /S/ Carla K. Becker, County Auditor
 All Ayes

Motion made by Dabroski, second by Helmrichs and carried to approve the following resolution:

**RESOLUTION
 2015-003**

**AUTHORIZATION FOR THE COUNTY ENGINEER TO CLOSE ANY SECONDARY ROAD FOR THE PURPOSE OF
 CONSTRUCTION, ROUTINE MAINTENANCE, OR EMERGENCIES DURING 2015**

WHEREAS, the Delaware County Board of Supervisors is concerned about tort liability and traffic safety involved during construction and maintenance on the secondary road system, and
WHEREAS, they are further interested in accommodations for the traveling public, adjacent landowners and related users during construction and maintenance operations,
NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Delaware County on this second day of January, 2015, to give the Delaware County Engineer, or authorized representative thereof, the authority to temporarily close sections of highway in Delaware County's road system when necessary because of construction, maintenance, or natural disaster.

**DELAWARE COUNTY
 BOARD OF SUPERVISORS**

/S/ Jeff Madlom, Chairperson
 /S/ Doug Dabroski
 /S/ Shirley E. Helmrichs
 Attest:
 /S/ Carla K. Becker, County Auditor
 All Ayes

Motion made by Helmrichs, second by Ries and carried to approve the following resolution:

RESOLUTION 2015-004

FARM TO MARKET COMPLETION OF WORK AND FINAL ACCEPTANCE

BE IT RESOLVED by the Board of Supervisors of Delaware County, Iowa that the County Engineer of Delaware County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications therefore in connection with all Farm to Market construction projects in this county.

Dated at Manchester, Iowa this 2nd day of January 2015.

Board of Supervisors
 Delaware County, Manchester, Iowa
 /S/ Jeff Madlom, Chairperson
 /S/ Doug Dabroski
 /S/ Shirley E. Helmrichs
 ATTEST:
 By /S/ Carla K. Becker, County Auditor
 All Ayes

Motion made by Dabroski, second by Helmrichs and carried to approve the following resolution:

RESOLUTION 2015-005

EMINENT DOMAIN COMPENSATION COMMISSION

WHEREAS, Section 331.321(1.v) of the 2013 Code of Iowa requires the Board of Supervisors to annually appoint not less than twenty-eight (28) residents of the County to an Eminent Domain Compensation Commission and,
WHEREAS, said Section establishes four (4) representative categories for said Compensation Commission,
NOW, THEREFORE BE IT RESOLVED that the following persons are hereby appointed to the Eminent Domain Compensation Commission of Delaware County, Iowa, in the category listed, for a term of one year ending December 31, 2015:

A. Owner-Operators of Agricultural Property:

- | | | |
|-------------------|----------------------------|----------------------------|
| 1. Doug Schulte | 2184 195 th St | Manchester, IA 52057 |
| 2. Ellen Francois | 1364 120 th Ave | Dundee, IA 52038 |
| 3. Charles Ankrom | 2275 110 th Ave | Masonville, IA 50654 |
| 4. Wilbur Kehrl | 1596 210 th St | Manchester, IA 52057 |
| 5. John Ries | 516 Andrew St | Hopkinton, IA 52237 |
| 6. Marvin Heims | 1590 400 th St | Strawberry Point, IA 52076 |
| 7. Doran Zumbach | 3278 110 th Ave | Coggon, IA 52218 |

B. Owners of City Property:

- | | | |
|----------------|---------------------------|----------------------|
| 1. Craig Starr | 600 110 th Ave | Masonville, IA 50654 |
| 2. Larry Stone | 307 S Washington St | Edgewood, IA 52042 |
| 3. Jeff Larson | 505 Line St | Manchester, IA 52057 |

- | | | |
|---------------------|------------------|----------------------|
| 4. Lorraine Gaffney | PO Box 64 | Ryan, IA 52330 |
| 5. Barb Robinson | 306 South St | Dundee, IA 52038 |
| 6. Mary Ann Poynor | 724 E. Howard St | Manchester, IA 52057 |
| 7. Karen Schmitz | 111 Beckner St | Greeley, IA 52050 |
- C. Licensed Real Estate Agents or Brokers:**
- | | | |
|--------------------|-----------------------------|----------------------|
| 1. Eric Jasper | PO Box 365 | Hopkinton, IA 52237 |
| 2. Teresa Greve | 2151 110 th Ave | Masonville, IA 50654 |
| 3. Teresa Turnis | 2418 180 th Ave | Manchester, IA 52057 |
| 4. Barb Sailer | 1100 Rosewood Drive | Manchester, IA 52057 |
| 5. Kevin Graybill | 21913 182 nd Ave | Manchester, IA 52057 |
| 6. Bob Wendt | 1101 Stiles St | Manchester, IA 52057 |
| 7. Mary Kay Starks | 25944 225 th Ave | Delhi, IA 52223 |
- D. Persons Having Knowledge of Property Value:**
- | | | |
|----------------------|----------------------------|----------------------|
| 1. Linda Bessey | 1959 162 nd Ave | Manchester, IA 52057 |
| 2. Delbert Ronnebaum | 2769 190 th St | Earlville, IA 52041 |
| 3. Dave Smith | 1031 New St | Manchester, IA 52057 |
| 4. Gordon Keith | 305 Gay St | Delhi, IA 52223 |
| 5. Christine Tegeler | 16920 185 th St | Manchester, IA 52057 |
| 6. Donna Reeder | 712 Tanglewood Drive | Manchester, IA 52057 |
| 7. Scott Wegmann | 1017 Sunrise Drive | Manchester, IA 52057 |

Witness my hand and the Seal of this County, this 2nd day of January, 2015.

Delaware County Board of Supervisors

/S/ Jeff Madlom, Chairperson

/S/ Doug Dabroski

/S/ Shirley E. Helmrichs

Attest: /S/ Carla K. Becker, County Auditor

All Ayes

ENGINEER'S REPORT

None.

NEXT MEETING DATE

The next meeting will be held on Monday, January 5, 2015 with a work session at 10:00 am and the regular session at 1:15 pm.

PUBLIC COMMENTS:

Board members thanked the representatives of the local newspapers and KMCH radio for all the good reporting they have done throughout 2014 on behalf of the county.

Motion made by Helmrichs, second by Dabroski and carried to adjourn the meeting at 1:46 pm. All Ayes

These minutes have been read and approved.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, Auditor

STATE OF IOWA)
) Ss:
DELAWARE COUNTY)

January 5, 2015
Manchester, Iowa
1:15 p.m.

The Delaware County Board of Supervisors met in regular session this date at 1:15 p.m. with all members present. Also present were Jill Kammermeyer, Donna Boss, Lori Scovel, Paula Hargrafen, Julie Smith, Jim Hauschild, Tim Vick, Jack Klaus, Ellen Krogmann, Anthony Bardgett, Carla Becker, and two members of the media. Chairperson Madlom called the meeting to order.

Motion made by Helmricks, second by Dabroski and carried to approve the following employees to attend their respective out-of-county meetings: Jeff Madlom, Doug Dabroski and Shirley Helmricks to attend the RTA meeting in Dubuque on January 7th; Shirley Helmricks to attend the Regional MH meeting in Cedar Rapids on January 8th; Jeff Madlom to attend the Operation New View meeting in Dubuque on January 7th; Peggy Petlon to attend a Regional MH meeting in Cedar Rapids on January 12th, a training meeting in Des Moines on January 16th and a transportation meeting in Dubuque on January 20th; Daneen Schindler to attend the ISAC NCO School in Altoona on January 15th; and Carla Becker to attend the ISAC NCO on January 14th in Altoona and several ISACA/SEAT Board meetings in Des Moines on January 15th. All Ayes

Motion made by Dabroski, second by Helmricks and carried to approve the following claims for payment:

Alliant Energy	Service	2589.15	Mediacom LLC	Data Processing	205.90
Black Hills Energy	Service	275.77	VISA / Mastercard	Postage & Mailing	734.84
BP	Fuels	653.65	Walmart Community	Photo Supplies	6.09
CenturyLink	Telephone Services	424.09	Windstream	Telephone Service	1503.86
City of Manchester	Water Use & Sewer	409.15			

All Ayes

There were no "Applications for Approval of Underground Construction on Delaware County Right-of-Way" submitted for consideration at today's meeting.

Motion made by Helmricks, second by Dabroski and carried to acknowledge receipt of the following manure management plan update: Nick Andersen, Elk Ridge 38 LC, in Section 18 of Elk Township. All Ayes

Presentation and Request to Proclaim January 2015 as Mentoring Month – Ellen Krogmann with Helping Services

Ellen Krogmann, Helping Services, addressed the Board regarding proclaiming January 2015 as Mentoring Month within Delaware County. She stated that the program has six goals for youth:

1. To have positive relationships with peers and other caring adults
2. Increase self-esteem
3. Increase or maintain their ability to problem solve
4. Increase or maintain their ability to resist the use of alcohol, tobacco and other drugs
5. Be hopeful about their future
6. Increase or enhance their attitude towards school

Currently, they have 12 youth waiting to be paired with a mentor (8 boys and 4 girls). Children eligible for the program are from 5-16 years of age. Most come from low income or single parent families.

Motion made by Dabroski, second by Helmricks and carried to make the following proclamation:

NATIONAL MENTORING MONTH 2015

WHEREAS, studies show that mentoring is a highly effective strategy for preventing several key problems that young people face, including school retention rates, self-confidence, and living up to their potential; and

WHEREAS, mentors are a highly valued source of friendship to the youth in our county; and

WHEREAS, more mentors are needed to become a caring friend for youth;

NOW, THEREFORE, WE, THE DELAWARE COUNTY BOARD OF SUPERVISORS do hereby proclaim that January 2015 is National Mentoring Month in Delaware County. As public officials, we also call upon all citizens, parents, governmental agencies, public and private institutions, churches, businesses, and schools in our county to join us in raising awareness of mentoring in its various forms, helping to recruit individuals to mentor youth, and to support the rapid growth of mentoring in Delaware County.

Date: January 5, 2015

/S/ Jeff Madlom, Chairperson

Delaware County Board of Supervisors

All Ayes

Consideration of Communications 28E Agreement Renewal with the City of Manchester

Tim Vick, Manchester City Manager, and Manchester Police Chief Jim Hauschild were present to answer any questions the Board may have on the proposed agreement renewal. Both the Delaware County Attorney's Office and the Manchester City Attorney have reviewed the proposed document.

Supervisor Helmricks voiced some concern with the verbiage in Section 10 stating "undivided equal shares" whereas everywhere else in the document references a 60/40 split. She would like verification from the County Attorney on the verbiage.

Motion made by Helmricks, second by Dabroski and carried to approve the following 28E Agreement subject to the County Attorney's review of the verbiage in Section 10:

COMMUNICATIONS CENTER AGREEMENT

THIS AGREEMENT, by and between the City of Manchester, Delaware County, Iowa, hereinafter referred to as "City", and Delaware County, Iowa, hereinafter referred to as "County",

IT IS HEREBY AGREED as follows:

1. This agreement is entered into pursuant to Chapter 28E.4 of the Iowa Code providing for agreements between public agencies for joint or cooperative action.
2. **TERM.** This agreement shall terminate on June 30, 2018.
3. **PURPOSE.** This agreement is entered into to allow the parties to provide for efficient and appropriate emergency and law enforcement communications throughout Delaware County.
4. **SERVICES PROVIDED.** The City shall furnish and pay for radio operator service 24 hours a day, seven days a week, for operation of radio units located in the Manchester Police Department, also known as the Delaware County Communications Center, in the City of Manchester, Iowa. The radio communications service provided by the radio operators referred to herein shall be available to and for the benefit of law enforcement and related emergency services provided by various agencies throughout Delaware County.
5. **EQUIPMENT AND FACILITIES.** The City shall, subject to the other provisions set forth herein, provide for the physical facility used to house and operate communications center equipment and services that are the subject of this agreement.
6. **COMMUNICATIONS CENTER EQUIPMENT.** The parties acknowledge that the Delaware County 911 Commission has purchased and retains ownership of certain property used at the Communications Center. The Delaware County E-911 Commission shall remain fully responsible for maintenance costs of such equipment.
7. **FINANCIAL OBLIGATIONS OF THE PARTIES.**
 - a. **RADIO OPERATORS.** Costs incurred by City for providing radio operator service as set forth herein shall include but not be limited to salary, workers compensation insurance, employer contribution for Social Security, IPERS, and other insurance and unemployment charges. The County shall reimburse the City for 60 percent of such costs.
 - b. **GENERAL OPERATIONS.** All costs for operation and maintenance for the Communications Center (including but not limited to utilities, supplies, labor and insurance) which are not specifically allocated by this agreement shall be split by the following ratio, City forty percent and County sixty percent. Such costs shall first be paid by

- the City and the County shall, within 30-days of receiving a statement, reimburse the City for expenses under this agreement. The County may, subject to approval by the City, pay expenses directly to a supplier or service company.
- c. **GENERAL COMMUNICATIONS EQUIPMENT.** Except for equipment purchased by the Delaware County E-911 Commission, all costs for maintenance, repairing or replacing equipment used for operation of this facility shall be split between the City (40%) and County (60%).
 - d. **INSURANCE COSTS.** The City and County shall each be responsible for sharing in the costs for obtaining insurance on equipment used by the Communications Center which is not owned and insured by the Delaware County E-911 Commission. The County shall reimburse the City 60% of said costs.
 - e. **TELEPHONE SERVICE COSTS.** The City shall pay Windstream or its successors and assigns providing telephone service to citizens and businesses in Delaware County, for its service charges on the leased lines to the west side water tower, antennas and radios, said antennas and radios being available to and for the benefit of the entire county pursuant to this agreement. The County shall reimburse the City for sixty percent of such costs.
 - f. **MANNER OF PAYMENT.** Payments to be made by the County to reimburse City pursuant to the terms of this agreement shall be paid at least quarterly, upon proper presentation of a claim by the City.
8. **NO ENTITY CREATED.** This agreement shall not be deemed to establish a separate legal entity.
 9. **MANAGEMENT.** The Chief of Police for the City of Manchester, Iowa, shall be responsible for operation of the Communications Center as set forth herein.
 10. **OWNERSHIP.** All property and equipment used or purchased by County and City pursuant to this agreement shall remain jointly owned in undivided equal shares by County and City.
 11. **FILING.** A copy of this agreement shall be filed with the Secretary of State and recorded with the Delaware County Recorder.
 12. **DISPOSITION OF EQUIPMENT UPON TERMINATION OF AGREEMENT.** In the event this agreement between City and County is not renewed, all equipment purchased with E911 funds shall remain the property of the Delaware County E-911 Commission and all remaining jointly-held assets shall be sold in a commercially reasonable manner and the net proceeds of such sale divided with sixty percent going to the County and forty percent returning to the City.
 13. **TERMINATION OF AGREEMENT.** The duration of the agreement shall be three (3) years commencing on July 1, 2015 unless action is taken to withdraw or dissolve the agreement as herein stated:
 - a. The governing body of the Party shall adopt a resolution to withdraw from the agreement.
 - b. A certified copy of such resolution shall be filed with the City Clerk of Manchester and shall be postmarked no less than one (1) year prior to the anniversary date of this agreement.
 - c. A certified copy of such resolution shall be mailed to all other parties to the agreement at such address as specified by each party herein, and shall be postmarked no less than 1 year prior to the anniversary date of this agreement.
 - d. In the event of termination of this Agreement, the terminating party shall assume and hold the non-terminating party harmless for provision of dispatch services previously provided to communities previously served of this agreement.

CITY OF MANCHESTER, IOWA

BY: Milt L. Kramer, Mayor

BY: Erin Learn, City Clerk

DELAWARE COUNTY, IOWA

BY: /S/ Jeff Madlom, Chairperson

Delaware County Board of Supervisors

BY: /S/ Carla Becker, County Auditor

All Ayes

Presentation and Funding Request – Delaware County Tourism Committee

Paula Hargrafen, Delaware County Tourism Coordinator, addressed the Board on behalf of the Tourism Committee and thanked them for their support in 2014. Ms. Hargrafen provided a portfolio of the Committee's 2014 accomplishments and highlighted some of those accomplishments in her presentation to the Board. They have utilized the County's money as matching dollars in several grants. They will soon be publishing the third visitors guide to Delaware County and partnered with the Scenic Byway Committee to create a map of the byway with points of interest on the back. In 2015 they will also partner with the Good to Great Committee to help promote the White Water Park. Their "Splashing through Delaware County" campaign for 2015 is intended to promote the Maquoketa River Corridor including Lake Delhi and the White Water Park.

Jack Klaus, Manchester Chamber Director, stated that merchants are seeing people who originally came to their shops through bus trips are coming back on their own from as far away as Des Moines.

The Board thanked the committee and Ms. Hargrafen for their hard work on behalf of Delaware County.

Motion made by Dabroski, second by Helmricks and carried to acknowledge receipt of the Delaware County Auditor's report for the quarter ending December 31, 2014 showing that \$4,974.47 was collected and deposited into the general funds. All Ayes

Motion made by Helmricks, second by Dabroski and carried to acknowledge receipt of the Recorder's monthly report showing that for the month of December 2014 the following fees were collected and deposited into their respective funds:

General Fund	\$10,310.71
Recorder's Document Management Fund	307.00
Electronic Transfer Fund	<u>307.00</u>
Total	\$10,924.71

All Ayes

Motion made by Dabroski, second by Helmricks and carried to acknowledge receipt of the Sheriff's Quarterly Report showing that for the quarter ending December 31, 2014 \$80,706.08 was collected for various fees and charges and deposited into the general fund. All Ayes

Motion made by Helmricks, second by Dabroski and carried to table consideration of the Treasurer's Monthly Banking and Investment Report until the January 12th meeting. All Ayes

ENGINEER'S REPORT

Brush cutting is officially over and snow removal is about to begin.

NEXT MEETING

The next regular session will be held on Monday, January 12, 2015 at 1:15 pm.

PUBLIC COMMENTS

None.

Motion made by Dabroski, second by Helmricks and carried to adjourn the meeting at 1:46 p.m.

These minutes have been read and approved.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor