

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

April 3, 2017
 Manchester, Iowa
 10:00 a.m.

The Delaware County Board of Supervisors met in work session this date at 10:00 a.m. with all members present. Also present were Monica Heiserman and Carla Becker. There were no members of the media present. Chairperson Madlom called the meeting to order.

Tom Schuetz with Group Services the current plan design for the self-funded portion of the county's medical insurance. With the recent concerns regarding the Safe-T Fund invoices to cover claims shortages, he is recommending that the self-funding budget be increased to keep a better cash flow throughout the year. He also feels that the FY 2015/16 ending balance as noted by the actuary was erroneous. He will communicate with the actuary to get this corrected before the end of FY 2016/17.

There being no further business before the Board, the work session was closed at 10:35 am.

These minutes have been read and approved.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

April 3, 2017
 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 Mike Corkery, Daneen Schindler, Anthony Bardgett, Carla Becker, and one member of the media. Chairperson Madlom called the meeting to order.

Motion made by Buschmann, second by Helmrichs and carried to approve the agenda as posted. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the minutes from the last meeting. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to acknowledge the following employees to attend their respective out-of-county meetings: Peggy Petlon to attend the Regional MH meeting in Cedar Rapids on April 6th, visit Chatham Oaks in Iowa City on April 7th, attend the IACP meeting in Des Moines April 18th & 19th, attend the TCM meeting in Des Moines April 20th & 21st, and attend the Regional MH meeting in Cedar Rapids on April 27th; Peggy Petlon and Raylynn Lee to attend the VA school in Des Moines April 10th – 13th; Supervisors Madlom and Helmrichs to attend the Regional MH meeting in Cedar Rapids on April 6th; and Anthony Bardgett to attend the Asphalt Paving Association meeting in Cedar Rapids on April 5th. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the following claims for payment, including the May 31st payroll in the amount of \$177,726.80 warrant #14733 - #14839:

Advanced Systems Inc	Maint-Off Equip/Furniture	32.20	Iowa LTAP	Roads	900.00
Alliant Energy	Service	3880.08	IA Prison Industries	Traffic & St Sign	182.16
Altorfer Inc	Construction/Maint Equip	1246.36	ISAC	Education & Training	320.00
Bard Materials	Roads	11694.85	ISAC Group Unemployment	Unemployment Comp	3484.29
BL Murray Co	Custodial Supplies	36.70	ISACA Treasurer	Dues & Memberships	225.00
Black Hills Energy	Service	241.63	Jones Co Sheriff	Legal-Court Related	25.13
Bodensteiner Implement	Repair/Maint-Const Equip	136.35	JP Cooke Co	Stationery/Supplies	527.95
R Ried Boom MD	Medical & Health Services	35.00	L&L Murphy Consulting	Planning-Consulting	2000.00
BP	Fuels	593.79	Leader Publications	Board Proceedings	1325.87
Burrington Group Inc	Buildings-Repair/Maint	4637.75	Jill Lewis	Buildings-Repair/Maint	150.00
Canon Solutions America Inc	Maint-Off Equip/Furniture	11.27	M&M Snow Removal	Buildings-Repair/Maint	1420.00
Cedar Cross Overhead Door	Buildings	131.00	Loel J Madlom	Employee Mileage/Subs	239.63
Central Iowa	Water Use & Sewer	51.79	Mail Services LLC	Postage & Mailing	572.68
Cintas	Safety Items	151.42	Manchester Press	Legal Notice	42.00
City Laundering Co	Custodial Supplies	180.64	City of Manchester	Water Use & Sewer	278.31
Dash Medical Gloves, Inc	Medical & Lab Supplies	99.80	Mediacom LLC	Data Processing	431.80
Dearborn Ntnl Life Insurance	Life Insurance	393.19	Midwest Business Products	Office Equipment	166.66
Del Co Public Health	Refund/Reimburse	16313.31	Monkeytown	Supplies	449.99
Delaware Soil & Water	Agric/Hort Services	2500.00	MPH Industries Inc	Radio & Communications	1899.00
Diamond Mowers Inc	Construction/Maint Equip	227.55	Office Express	Stationery/Supplies	172.58
DJ Repair	Repair/Maint- Vehicle	45.46	Palmer Hardware	Minor Equip & Hand Tools	72.57
Dubuque County Sheriff	Legal-Court Related	80.00	Premier Parts Inc	Construction/Maint Equip	249.56
E Central Dist of Assessors	Dues & Memberships	750.00	Racom Corp	Repair/Maint-Radio Equip	2371.00
Eastern Iowa Tire Inc	Tires	3814.18	Rite Price Office Supply	Supplies	473.32
Edgewood Oil Co	Lubricants	2765.20	Ritter Tool Sales Inc	Minor Equip & Hand Tools	900.00
Edgewood Saw & Supply	Construction/Maint Equip	45.72	RTL Equipment Inc	Construction/Maint Equip	76.04
Jody Elgin	Custodial Supplies	147.00	Schau Housing	Rent Payments	225.00
Tina Elgin	Custodial	500.00	Schneider Corporation	Data Processing	12790.00
Erman Corporation Inc	Steel-Iron- Metals	20200.00	Silveredge Cooperative	Fuels	1030.05
Fastenal Company	Minor Equip & Hand Tools	309.42	Simmons Perrine Moyer et al	Legal-Court Related	3786.25
The Fish Shack	Public Education Items	3.38	Solutions Inc	Data Processing	351.81
Forensic Assessments LLC	Legal-Court Related	4366.65	Stetson Building Products	Minor Equip & Hand Tools	412.56
Ginter Tools LLC	Minor Equip & Hand Tools	254.91	Summit Companies	Buildings-Repair/Maint	185.50
GNB Bank	Stationery/Supplies	45.00	Three Rivers FS	Fuels	7362.46
GreatAmerica Financial Svcs	Office Equipment/Furniture	81.46	Truck Country of Iowa	Construction/Maint Equip	59.86
Group Services Inc	Insurance	24753.78	Vanguard Appraisals Inc	Appraisal Services	3530.00
Harter Custom Pumping Inc	Buildings	565.00	VISA / Mastercard	Education & Training	3887.35
Heather Andregg	Buildings-Repair/Maint	200.00	Walmart	Custodial Supplies	299.89
Hopkinton Municipal Utilities	Electrical Power	83.45	Weber Paper Company	Custodial Supplies	414.67
IA Co Recorders Assn	Education & Training	20.00	Windstream	Telephone Service	462.31
Iowa DOT	Minor Equip & Hand Tools	50.00	Windstream	Telephone Service	1899.94
IA Law Enforcmnt Academy	Education & Training	320.00			

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

Motion made by Buschmann, second by Helmricks and carried to acknowledge receipt of the following manure management updates: McDonald Acres, Thomas P. McDonald, in Section 23 of Hazel Green Township; Delaware Finishers, James Dolan, in Section 30 of Prairie Township; P & D, Jeff State, in Section 7 of Honey Creek Township; Zumbach Finishers, Pork Chop Ranch, Inc., in Section 31 of Union Township; R & D Livestock in Section 32 of Honey Creek Township; and Nick Eike in Section 3 of Hazel Green Township. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the appointment of DeAnn Althoff as a non-resident member of the Delhi Public Library Board of Trustees. Ms. Althoff will serve until July 1, 2019 to fill out the remainder of the term made vacant by the resignation of Marcia Russ. Ms. Russ was serving as a resident member of said Board. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the appointment of Dr. Courtney Messerly as an additional Deputy Medical Examiner for Delaware County. In order to keep with the current rotation, Dr. Messerly's initial term will expire on December 31, 2017. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the renewal premiums from Wellmark Blue Cross and Blue Shield effective July 1, 2017 through June 31, 2018 as follows: Single \$414.60; EE/Spouse \$849.10; EE/Children \$784.84; and Family \$1,272.41. This is a decrease of 2.73% from the FY2016-17 rates. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve increasing the employee life insurance coverage from \$10,000 to \$25,000 effective July 1, 2017. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve sending an official request to Wellmark Blue Cross Blue Shield to release the medical insurance renewal rates in January of each year instead of the current policy of releasing them in early March. The Board discussed the pros and cons of making this request. Board members felt it was a definite advantage to have the rates early to allow for their usage in both the budgeting and collective bargaining processes. The request will be sent to the Wellmark underwriters for consideration. All Ayes

Pam Klein joined the meeting.

PUBLIC HEARING – Second and Final Reading of Proposed Ordinance No. 40 – Delaware County Private Sewage Disposal Systems

This being the date and time set to hold a public hearing on the second and final reading of proposed Ordinance No. 40, an Ordinance Regulating Private Sewage Disposal Systems in Delaware County, Chairperson Madlom opened the public hearing at 1:33 pm. The Board members took turns reading the proposed ordinance aloud. There being no comments from the public, either written or oral, the public hearing was closed at 1:55 pm.

Motion made by Buschmann, second by Helmricks and carried to approve the following resolution adopting Proposed Ordinance No. 40:

RESOLUTION No. 2017-30

WHEREAS, the second reading of Proposed Ordinance #40, "AN ORDINANCE REGULATING PRIVATE SEWAGE DISPOSAL SYSTEMS IN DELAWARE COUNTY, IOWA" was held today, Monday, April 3, 2017 at 1:15 pm, and

WHEREAS, there were no comments received, either written or oral, for or against the passage of said ordinance.

NOW, THEREFORE, BE IT RESOLVED that the second and final reading of the ordinance entitled:

"AN ORDINANCE REGULATING PRIVATE SEWAGE DISPOSAL SYSTEMS IN DELAWARE COUNTY, IOWA"

Is approved as read and that said Ordinance is hereby adopted on this 3rd day of April, 2017.

We furthermore direct the Delaware County Auditor to publish said ordinance, in its entirety, in all three official newspapers of the county.

Approved this 3rd day of April, 2017 by the Delaware County Board of Supervisors.

/S/ Jeff Madlom, Chairperson

/S/ Pete Buschmann

/S/ Shirley E. Helmricks

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

The full text of Ordinance No. 40 is as follows:

**ORDINANCE NO. 40
DELAWARE COUNTY PRIVATE SEWAGE DISPOSAL SYSTEMS**

That Delaware County On-site Wastewater Treatment and Disposal Systems, Ordinance No. 19, was duly published on the 15th day of December, 1998, and was referred to as Delaware County Ordinance No. 19, On-site Wastewater Treatment and Disposal Systems.

Ordinance No. 19 is hereby repealed and this ordinance is adopted in lieu thereof.

1. APPLICATION OF RULES. These rules are applicable only to private sewage disposal systems. Anyone repairing or constructing a private sewage disposal system is required to have a valid permit issued prior to the start of work.

2. DEFINITIONS

- A. **"Administrative authority"** means the Delaware County Board of Health or its designee, the Delaware County Sanitarian.
- B. **"Private sewage disposal system"** means any system which provides for the treatment or disposal of domestic sewage from four or fewer dwelling units or the equivalent of less than 16 individuals on a continuing basis, including domestic waste, whether residential or nonresidential, but not including industrial waste of any flow rate except as provided for in Iowa Administrative Code 567—68.11 (455B). This includes, but is not limited to, septic tanks, holding tanks for waste, chemical toilets, impervious vault toilets, and portable toilets.
- C. **"POTW"** or **"publicly owned treatment works"** means any device or system used in the treatment of municipal sewage or industrial wastes of a liquid nature which is owned by a municipal corporation or other public body created by or under Iowa law and having jurisdiction over disposal of sewage, industrial wastes or other wastes, or a designated and approved management agency under Section 208 of the Act.
- D. **"Transfer"** means the transfer or conveyance by sale, exchange, real estate contract, or any other method by which real estate and improvements are purchased, if the property includes at least one but not more than four dwelling units, unless exempt under Iowa Code Section 455B.172.

3. GENERAL

- A. No private sewage disposal system shall be installed, repaired, or rehabilitated where a publicly owned treatment works (POTW) is available within 200 feet.
- B. When a POTW becomes available within 200 feet of any building or any exterior drainage facility connected thereto, any building then served by a private sewage disposal system shall be connected to said POTW within a time frame or under conditions established by the administrative authority.

4. PERMIT PROCEDURE:

- A. No private sewage disposal system shall be installed, altered, or repaired unless a construction permit has been issued by the administrative authority.
- B. **Applications:** Any person, firm, or corporation desiring a permit for a private sewage disposal system must file an application with the DELAWARE COUNTY SANITATION INSPECTOR. The permit purchased by the property owner or contractor shall state such pertinent information as required.
 - a. Effective July 1, 2017, all private sewage disposal systems shall be installed, altered, repaired, or maintained by an approved contractor. An applicant must identify an approved contractor when applying for a permit.

- i. An approved contractor must meet the following requirements:
 - 1. Must be a holder in good standing of an Iowa Onsite Wastewater Association (IOWWA) certification as a certified installer of private sewage systems, either basic or advanced levels; and
 - 2. Be onsite at all times during the system installation, repair, alteration, or maintenance.
 - ii. The administrative authority will verify a contractor's certification is in good standing with the IOWWA prior to issuing a permit.
 - b. Site evaluation: A site evaluation shall be conducted prior to the issuance of a construction permit. Consideration shall be given, but not be limited, to the factors set forth in Iowa Admin. Code 567—69.3 (455B).
 - c. The administrative authority may require the submission of a design plan prepared by an engineer prior to issuing a construction permit.
- C. **Fees:** Upon approval of this application by the Delaware County Sanitarian, the permit will be issued upon payment of the required fees.

Sewer permit	\$150.00
Alteration	\$150.00
Repair of a previously approved, permitted system	\$0.00
- D. **Permit:** The permit must be readily available upon request by administrative authority.
- E. **Validity:** Permits shall be valid for a maximum of twelve (12) months from the date of issuance. If the system is not completed during this time frame, another permit is required.
- F. **Denial:** The Delaware County Sanitarian has the authority to deny an application for a permit based upon conformance with this ordinance and reasonable consideration for the public health. A denial shall be in writing, state the grounds for the denial, and inform the applicant of the rights of appeal.
No permit which requires as a precondition the granting of an easement or variance shall be granted until the applicant has recorded the necessary easement or variance document in the office of the County Recorder.

5. INSPECTIONS

- A. The Delaware County Sanitarian must be notified orally one calendar day before the work is to be inspected or tested. Inspections are conducted during normal working hours.
- B. No part of any private sewage disposal system shall be used, covered, or so constructed as to deny the mandatory final inspection by the administrative authority. This includes alteration in or repair of an existing system.
- C. Whenever the administrative authority has reasonable grounds to believe that a violation of this regulation exists, it may enter upon and make any inspection of such premises, dwelling or other building, and gather other necessary information, including water samples or other necessary specimens for the purpose of laboratory analysis, or introduce into the system necessary testing materials for tracing the source of any apparent sewage discharge to the surface of the ground. The owner or occupant of such premises shall permit the administrative authority to enter such premises, make such inspection, and obtain such samples.
- D. Inspection by the administrative authority shall be made between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday and at other times with the consent of the occupant or in case of emergency. The provisions of this section apply to all premises, buildings or dwellings, whether vacant or occupied. The administrative authority may make as many additional inspections of such premises as are deemed necessary to determine the compliance with this regulation. Every occupant of a dwelling or dwelling unit shall give the owner thereof, or his agent or employee access onto any part of such dwelling or dwelling unit, or its premises, at all reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with the provisions of this regulation or with any lawful regulation or any lawful order issued pursuant to the provisions of this regulation.
- E. Refusal of admittance. In the event the administrative authority, in proceeding to enter any premises for the purpose of making an inspection to carry out the provisions of this regulation, shall be refused entry, an application shall be made to the court for an administrative search warrant. Such warrant shall be executed by an employee of the Delaware County Sanitarian between the hours of sunrise and sunset. During entry onto the property pursuant to an administrative search warrant, only those activities necessary to carry out the provision of this regulation shall be allowed.

6. TIME OF TRANSFER INSPECTIONS

- A. A building where a person resides, congregates, or is employed that is served by a private sewage disposal system shall have the sewage disposal system serving the building inspected prior to any transfer of ownership of the building, unless specifically exempted by law.
- B. All inspections shall be conducted by a DNR certified inspector and in accordance with the provisions outlined for such inspections within IAC Chapter 69. All costs shall be the responsibility of the property owner or transferor. Following an inspection, a DNR inspection report form and any related reports shall be provided to the Department of Health, the DNR, and the County Recorder. Any deficiencies identified within the inspection report shall be remedied by written mandate of the Department of Health. The Department of Health shall issue a repair permit for mandated improvements upon receipt of the required fee and shall perform a compliance inspection.
- C. If the original owner or transferor fails to have the property inspected as required, such failure shall constitute a violation of this ordinance.
- D. All private sewage disposal systems that discharge wastewater are not in compliance with the minimum standards set forth in this ordinance and IAC Chapter 69. Such systems shall be brought into compliance prior to closing of the property transfer, unless arrangements have been made whereby the system will ultimately be brought into compliance at a later date based upon a schedule approved by the Department of Health. Systems that discharge untreated wastewater to any source are illegal and may not be transferred and left "as is" under any circumstance.
- E. Any private sewage disposal system that was installed under County permit or passed a certified inspection within two (2) years prior to the sale or transfer is exempt from further inspection until the next change of ownership.

- 7. **PURPOSE.** The purpose of this ordinance is to promote and encourage public health and sanitation. Delaware County does not guarantee the workmanship and quality of any work a private contractor performs on any private sewage disposal system located within Delaware County. Rather, Delaware County recognizes the need for properly permitted and installed private sewage disposal systems. These systems are approved and certified by trained personnel from the Delaware County Sanitation Department. The Delaware County Board of Health and the Delaware County Board of Supervisors will establish and enforce such rules as necessary to ensure compliance with the permit and installation procedures for private sewage disposal systems within Delaware County.

In accordance with Section 331.302 (4A) of the 2015 Code of Iowa, Sections 455A.6, 455B.171, and 455B.173(3) and (8) concerning Water Quality are incorporated into this ordinance by this reference inasmuch as these sections relate to Private Sewage Disposal Systems. The provisions of Iowa Administrative Code 567—69, Private Sewage Disposal Systems, or revisions therein, are adopted by reference and made a part of this ordinance.

8. VIOLATION PROVISION:

- A. Any violation of this ordinance may be prosecuted as a county infraction pursuant to Section 331.307, Code of Iowa.
- B. The County Sanitarian, or any other Delaware County representative duly authorized by the Board of Supervisors, may issue a civil citation to any person who commits a violation of this ordinance.
- C. The citation may be served by personal service as provided in Iowa Rules of Civil Procedure 1.305, or by certified mail addressed to the respondent at the respondent's last known mailing address, return receipt requested, or by publication in the manner provided in Iowa Rule of Civil Procedure 1.313 and subject to the conditions of Iowa Rule of Civil Procedure 1.310.
- D. A copy of the citation shall be retained by the issuing officer, and one copy shall be sent to the Clerk of the District Court. The citation shall serve as notification that a civil offense has been committed and shall contain the name and

address of the respondent; the name or description of the infraction; the location and time of the infraction; that amount of civil penalty to be assessed or the alternate relief sought, or both; the manner, location and time in which the penalty may be paid; the time and place of court appearance; and the penalty for failure to appear in court.

- E. If the person named in the citation is served as provided in this section, and fails without good cause to appear in response to the civil citation, judgment shall be entered against the person cited.
- F. A violation of this ordinance may be a civil offense punishable by a civil penalty in the amount set forth in Iowa Code Section 331.307, or if the violation is a repeat offense, a civil penalty not to exceed the amount set forth in Section 331.307 for each repeat offense. Each day that a violation occurs or is allowed by the respondent to exist, constitutes a separate offense. A person found guilty of a county infraction is liable for the court costs and fees. If a person is found not guilty of a county infraction or the action is dismissed, the county is liable for the court costs and court fees.
- G. Seeking a civil penalty, as authorized in this section, does not preclude Delaware County from seeking alternative relief from the court in the same action.
- H. Delaware County shall have the burden of proof that a violation occurred and that the respondent committed the violation, or allowed the violation to occur on property under his or her control. The proof shall be by clear, satisfactory and convincing evidence. The court shall ensure that the respondent has received a copy of the charges and that the respondent understands the charges. The respondent may question all witnesses who appear for Delaware County and the respondent may produce evidence or witnesses on his or her own behalf. The respondent may be represented by counsel of the respondent's own selection and at the respondent's own expense. The respondent may enter a plea admitting or denying the violation.
- I. When judgment has been entered against a respondent, the court may do any of the following:
- Impose a civil penalty by entry of a personal judgment against the respondent.
 - Direct that payment of the civil penalty be suspended or deferred under conditions imposed by court.
 - Grant appropriate alternative relief ordering the respondent to abate or cease the violation.
 - Authorize Delaware County to abate or correct the violation.
 - Order that Delaware County's costs for abatement or correction of the violation be entered as a personal judgment against the respondent or assessed against property where the violation occurred, or both.
- J. If a respondent willfully violated the terms of an order imposed by the court, the failure is contempt.
- K. The magistrate or district associate judge shall have jurisdiction to assess or enter judgment for costs of abatement or correction in an amount not to exceed the jurisdictional amount for a money judgment in a civil action pursuant to Section 631.1(1), Code of Iowa, for magistrate, and Section 602.6306(2), Code of Iowa, for district associate judges. If Delaware County seeks abatement or correction costs in excess of those amounts, the case shall be referred to the district court for hearing and entry of an appropriate order. The procedure for hearing in the district court shall be the same procedure as that for a small claims appeal pursuant to Section 631.13, Code of Iowa.
- L. A respondent or Delaware County may file a motion for a new trial or may appeal the decision of the magistrate or district associate judge to the district court. The procedure on appeal shall be the same as for a small claim pursuant to Section 631.13, Code of Iowa. A factual determination made by the trial court, supported by substantial evidence as shown in the record, is binding for purposes of appeal relating to the violation at issue, but shall not be admissible or binding as to any future violation for the same or similar ordinance provision by the same respondent.
- M. The issuance of a civil citation for a county violation, or any ensuing court proceeding, does not provide an action for false arrest, false imprisonment, or malicious prosecution.
- N. Nothing in this Section precludes the prosecution of violations of this ordinance as a simple misdemeanor if a state law violation has also been determined to have occurred.
9. **APPEAL.** Any person who feels aggrieved by any notice or order made by the Board of Health or its designee shall have the right to appeal to the Board of Health within twenty (20) days of the date of such order. Said appeal shall be in writing and shall state his/her reasons for requesting that the notice or order be rescinded or modified. The Board of Health may, by majority vote, modify, withdraw, or order compliance with said notice or order.
An appeal from any order of the Board of Health may be taken to the Board of Supervisors within twenty (20) days. Said appeal shall be in writing and shall state his/her reasons for requesting that the notice or order be rescinded or modified.
10. **AUTHORITY OF DEPARTMENT OF NATURAL RESOURCES.** Nothing here shall preclude the State, through the Department of Natural Resources, from exercising its rights of enforcement under Iowa Code Chapter 455B and the relevant sections of the Iowa Administrative Code.
11. **JURISDICTION.** The provisions of this ordinance shall apply throughout Delaware County, Iowa.
12. **CONFLICT WITH STATE LAWS.** This ordinance is intended to be consistent with state law. In the event this ordinance conflicts with a state law or a state administrative code rule, the more stringent standards shall be controlling.
13. **REPEAL.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed. Ordinance No. 19 is hereby repealed in its entirety upon the effective date of this ordinance.
14. **SEPARABILITY.** The provisions of this ordinance are separable, and if any provision, sentence, clause, section, or part thereof should be held illegal, invalid, unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of the ordinance.
15. **EFFECTIVE.** That this ordinance shall become effective following passage by the Board of Supervisors and publication as specified in section 331.302(8) of the 2015 Code of Iowa.
Dated this 3rd day of April, 2017.

All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the following resolution regarding county depositories:

**RESOLUTION 2017-031
NAMING DEPOSITORIES**

BE IT HEREBY RESOLVED, that the Delaware County Board of Supervisors of Delaware County, Iowa, approves the following list of financial institutions to be depositories of Delaware County funds in conformance with all applicable provisions of Chapter 12C of the 2015 Iowa Code. The County Treasurer and other county officers, as shown below, are hereby authorized to deposit the Delaware County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below:

<u>Depository Name</u>	<u>Location of Home Office</u>	<u>Maximum Balance (Prior Resolution)</u>	<u>Maximum Balance (This Resolution)</u>
<u>Treasurer:</u>			
GNB Bank (Manchester)	Grundy Center	\$ 12,000,000	\$ 15,000,000
Farmers & Merchants Savings Bank	Manchester	5,000,000	5,000,000
Heritage Bank of Delhi	Marion	1,500,000	1,500,000
Farmers Savings Bank	Colesburg	5,000,000	5,000,000
Citizens State Bank	Monticello	8,000,000	8,000,000
Community Savings Bank	Edgewood	8,000,000	8,000,000
<u>Auditor:</u>			
GNB Bank (Manchester)	Grundy Center	20,000	20,000
<u>Recorder:</u>			
GNB Bank (Manchester)	Grundy Center	100,000	150,000
<u>Sheriff:</u>			
Farmers & Merchants Savings Bank	Manchester	750,000	750,000
<u>Board of Supervisors:</u>			
Citizens State Bank	Monticello	100,000	100,000

Farmers & Merchants Savings Bank	Manchester	100,000	100,000
GNB Bank (Manchester)	Grundy Center	150,000	150,000
Community Savings Bank	Edgewood	100,000	100,000
Clerk of Court:			
Farmers & Merchants Savings Bank	Manchester	750,000	2,000,000

This resolution is being adopted at a meeting of the Board of Supervisors of Delaware County, duly called and held on this 3rd day of April, 2017, a quorum being present, as said resolution remains of record in the minutes of said meeting and is now in full force and effect.

Delaware County Board of Supervisors

/S/ Jeff Madlom, Chairperson

/S/ Pete Buschmann

/S/ Shirley E. Helmrichs

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

All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve the following Investment Policy for Delaware County:

INVESTMENT POLICY FOR DELAWARE COUNTY

I. INVESTMENT AUTHORITY

A. Description of Funds

The County Governmental and various Agency Funds (hereinafter "the Funds") are under the direct authority of the Delaware County Treasurer (hereinafter "County Treasurer") and contain monies of Delaware County and various agencies not currently needed for operating expenses.

B. Applicable Law

1. **Grant of Authority:** Section 12B.10 of the Iowa Code provides that each County Treasurer is responsible for the investment of funds not needed for operations.

2. **Statutorily Permitted Investments and Constraints on Investments:**

Section 12B.10 of the Iowa Code specifies which investments are authorized for county funds. Deposits are governed by Chapter 12C. Furthermore, Section 12B.4 prohibits the County Treasurer from making loans.

C. Fund Management and Oversight

1. Responsible Persons:

The Delaware County Board of Supervisors (hereinafter "the Board") and the County Treasurer.

a). The County Treasurer shall report, when possible, on a quarterly basis to the Board of Supervisors as to the monitoring of fund performance, to discuss potential risks to the Funds' principal or income, to determine investment strategies and risk and return parameters, and to discuss investment issues. The Treasurer and Board may include in its deliberations such topics as: economic outlook, portfolio diversifications and maturity structure. The Board shall also approve financial and investment entities with which the County Treasurer intends to do business with.

b). The County Treasurer shall conduct all investment duties associated with the Funds. Contracts with financial or investment entities on behalf of the Funds shall be signed by the County Treasurer.

2. Reporting and Communications:

The County Treasurer shall provide a monthly report to all Board members.

a) **Monthly Activity:** The report shall disclose all investment balances of the prior month.

b) **Summary by Category:** The monthly report shall describe the investment portfolio by security type, issuer, rate of return and maturity.

c) **Market Conditions:** The report shall summarize recent market conditions and economic developments and may summarize expected market conditions and economic developments that the County Treasurer feels may be of interest to the Board.

d) **Concerns:** The report shall highlight any areas of risk or investment concern and any suggested revisions to currently employed investment strategies.

3. Policy Review:

The Investment Policy shall be formally reviewed by the Board not more than 60 days prior to the end of the fiscal year and approved by the Board at the first meeting held at the beginning of each fiscal year beginning July 1, 2013.

II. INVESTMENT OBJECTIVES

The following investment objectives are consistent with the needs and goals of the Funds.

A. General Objections

1. Safety of Principal:

Safety of principal is the foremost objective of the Funds. Each transaction shall seek to first insure that capital losses are avoided, whether from erosion of market value or from defaults.

2. Liquidity:

The investment portfolio will remain sufficiently liquid to enable the County and various agencies to meet all operating requirements that are reasonably anticipated.

3. Income:

The investment portfolio shall be invested with a goal of income to be a fair rate of return, taking into account the County Treasurer's investment risk constraints, cash flow characteristics of the Funds, and the restrictions imposed by State Law.

4. Growth:

Growth shall not be an investment objective of the Funds.

B. Investments Permitted

The following investments are authorized for purchase by the County Treasurer for the Funds:

1. Collateralized time deposits, certificates of deposits, and demand deposits of approved Iowa financial institutions, with branch office located within Delaware County, Iowa, secured in the manner prescribed by Iowa Law, must be limited to investments that mature within 397 days.

2. Obligations issued or guaranteed by the United States Government.

3. Obligations issued or guaranteed by agencies or instrumentalities of the United States Government.

4. Collateralized, perfected repurchase agreements that comply with statutory requirements, are documented by a written agreement, and are delivered to an independent third-party custodian.

5. Investment pools approved by board which meet the above investment standards such as I.P.A.I.T.

C. Risk Tolerance/Avoidance

The County Treasurer recognizes that investment risks can result from issuer defaults, market price changes or conditions leading to temporary illiquidity. The following practices shall be followed to avoid the referenced risks:

1. Institutional Default and Illiquidity Risk – Selection of Banks and Securities Dealers:

a) **Broker-Dealer Default:** To avoid broker-dealer default risks, the County Treasurer shall only invest with broker-dealers with whom the County Treasurer has obtained a contract and all transactions shall be on a delivery-versus payment basis. In addition, it shall be the goal of the County Treasurer to utilize primary dealers and other qualified dealers within Iowa. Tri-party arrangements shall not be utilized without the approval of the County Attorney and the Board.

The County Treasurer shall only use broker-dealers which are registered with the U.S. Securities and Exchange Commission as well as the Securities Division of the State of Iowa. Moreover, the County Treasurer shall also annually investigate each broker-dealer's registration and regulatory history through the State Securities Division.

- b) **Bank Default:** To avoid default risks with banks with which the County Treasurer deposits the Funds monies, the County Treasurer shall determine, in advance of deposit, that each depository bank in which monies of the Funds are to be placed is an Approved Depository for the purpose of Chapter 12 C of the Iowa Code.

2. **Market and Transactional Risks – Investment/Trading Practices:**

- a) There shall be no speculation or swap trading.

3. **Exposure to Risk-Diversification of Fund Portfolio:**

No investment or trading strategy which risks the total Funds shall be employed. The Funds' investments shall be diversified to avoid substantial exposure to any one risk, whether determinable or unforeseen.

III. ADMINISTRATION

A. **Custody**

All assets of the Funds shall be secured through the use of a third-party custodial institution, or held in the County Treasurer's vault. Safekeeping procedures shall be reviewed annually.

B. **Settlement**

All purchases and sales of investment securities shall be on a delivery-versus-payment basis.

C. **Personnel**

The County Treasurer shall employ competent, qualified personnel to manage the Funds, and shall create procedures to assure efficiency and safety in the Funds management.

Effective this 3rd day of April, 2017.

Delaware County Board of Supervisors

/S/ Jeff Madlom, Chairperson

/S/ Pam Klein, Delaware County Treasurer

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

All Ayes

Motion made by Helmricks, second by Buschmann and carried to award the bid for the C64 Paving Project (LOST-18(01)-73-31) to River City Paving, as recommended by County Engineer Anthony Bardgett, in consideration of their bid of \$784,152.52. All Ayes

Motion made by Buschmann, second by Helmricks and carried to award the bid for the 191st Street and 195th Street Paving Project (LOST-18(02)-73-31) to River City Paving, as recommended by County Engineer Anthony Bardgett, in consideration of their low bid of \$303,921.75. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve setting Monday, April 17, 2017 at 1:15 pm as the date and time to received bids for a Tandem Dump Truck Chassis for the Secondary Roads Department. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve setting Monday, April 17, 2017 at 1:15 pm as the date and time to receive bids for two ½ ton regular cab 2wd pickup trucks for the Secondary Roads Department. All Ayes

ENGINEER'S REPORT

Quaker Mill Dam and Stream Realignment – a preconstruction meeting was held with the contractor, Top Grade Excavating, for Phase I of the project. The contractor is anticipating to begin removal of the dam in approximately 2 weeks.

NEXT MEETING –The next regular session will be held on Monday, April 10, 2017 at 1:15 p.m.

PUBLIC COMMENTS – None

There being no further business to come before the Board, Chairperson Madlom called for a motion to adjourn.

Motion made by Helmricks, second by Buschmann and carried to adjourn the meeting at 2:05 p.m. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

April 10, 2017
 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 Daneen Schindler, Pam Klein, Gary Weyant, Sheriff John LeClere, Anthony Bardgett, Carla Becker, and two members of the media. Chairperson Madlom called the meeting to order.

Motion made by Buschmann, second by Helmrichs and carried to approve the agenda as posted. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the minutes from the last meeting. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to acknowledge the following employees to attend their respective out-of-county meetings: Karol Johnson to attend the District VI meeting in Cedar Rapids on April 11th; Carla Becker to attend the HIPAA meeting in Des Moines on April 13th and the SEAT CORE meetings to present April 18th – 20th; Supervisors Madlom, Buschmann and Helmrichs to attend the RTA meeting in Dubuque on April 12th; Supervisor Madlom to attend the Work Force Development meeting in Elkader on April 12th; Supervisors Buschmann and Helmrichs to attend the Operation New View meeting in Dubuque on April 12th and Supervisor Buschmann to attend the Operation New View meeting in Dubuque on April 13th. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the following claims for payment:

Alliant Energy	Service	279.11	Mediacom LLC	Telephone Services	75.90
AT&T Corporate Security	Telephone Services	1.73	Windstream	Telephone Service	862.99
CCenturylink	Telephone Services	399.35			

All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve the "Applications for Underground Construction on Delaware County Right-of-Way" submitted by **Windstream Iowa Communications, Inc.** to replace 446' of 25 pair copper cable across 218th St and 221st St approximately 1.71 miles East of 270th Ave in Sections 3 and 6 of North Fork Township. All Ayes.

Motion made by Helmrichs, second by Buschmann and carried to acknowledge receipt of the following manure management updates: Jeff Zumbach in Section 29 of Milo Township; and East Acre, Ryan Gibbs, in Section 5 of South Fork Township. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to acknowledge receipt of the Auditor's Quarterly report showing that for the quarter ending March 31, 2017 a total of \$4,300.95 was collected for various fees and deposited into the general funds. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to acknowledge receipt of the Clerk of Court's monthly report showing that \$1,100.40 was collected for various fees and surcharges and deposited into the general funds. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to acknowledge receipt of the Recorder's Quarterly Report showing that for the quarter ending March 31, 2017 a total of \$35,690.68 was collected on behalf of Delaware County and deposited into the respective funds. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to acknowledge receipt of the Sheriff's Quarterly report showing that for the quarter ending March 31, 2017 a total of \$110,086.83 was collected and deposited into the general fund. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to acknowledge receipt of the Treasurer's Monthly Banking and Investment report showing that a total of \$25,017,239.25 has been collected on behalf of all taxing entities and deposited in various banks across the county. Delaware County Treasurer Pam Klein also informed the Board that she would be looking at placing a small amount of monies into certificates of deposit to take advantage of the higher interest rates. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve the hiring of Zachary Roths as a part-time jailer for the county effective April 21, 2017 at a rate of \$14.74/hour during his six month probationary period. After successful completion of his probationary period, his salary will increase to 95% of the current jailer pay. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to acknowledge receipt of Barbara Mossner's resignation from her position as Milo Township Clerk effective April 1, 2017. The Board thanked Ms. Mossner for her service to the township. All Ayes

Motion made by Buschmann, second by Helmrichs to appoint Jamie Helmrichs as the Clerk for Milo Township to fill the vacancy created by Barbara Mossner's resignation. It was noted that even though Mr. Helmrichs is the son of Supervisor Helmrichs, the County Attorney's Office confirmed this would not be considered nepotism since the compensation for the position is less than \$600 per year. Helmrichs abstained - Madlom and Buschmann – Ayes. Motion carried.

Motion made by Helmrichs, second by Buschmann and carried to set April 24, 2017 at 1:15 pm as the date and time to receive bids for contract rock in the five designated areas across the county. Each area will consist of 70 miles of gravel roadway with 24,500 tons of rock needed for each area. This is an increase of 50 miles and 17,500 tons of rock from the program totals in 2016. All Ayes

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

RESOLUTION NO. 2017-032

EDGEWOOD TWO-BOTTOM PLOW DAY ROAD CLOSURE

WHEREAS, the Edgewood Two-Bottom Plow Day organizers request the closure of 102nd Street east of Edgewood from 8:00 a.m. to 5:00 p.m. on April 15, 2017 due to their plow event, and

WHEREAS, the event organizers and the City of Edgewood will be responsible for all traffic control meeting all MUTCD requirements,

NOW THEREFORE BE IT RESOLVED that the Delaware County Board of Supervisors has approved the request for road closure of 102nd Street from the Edgewood East Corporate Limits to 210th Avenue.

Passed and approved this 10th day of April 2017.

/S/ Jeff Madlom, Chairperson

ATTEST: /S/ Carla Becker, County Auditor

Delaware County Board of Supervisors

All Ayes

ENGINEER'S REPORT

Quaker Mill Dam and Stream Realignment –The contractor is anticipating to begin removal of the dam soon.

220th Ave Bridge Project – Have not heard from contractor yet.

NEXT MEETING –The next regular session will be held on Monday, April 17, 2017 at 1:15 p.m.

PUBLIC COMMENTS - Supervisor Helmrichs wished to thank Bob and Marge Nefzger for the countless hours they have spent mowing pioneer cemeteries in Delaware County and placing flowers on graves. They have done this for many years in at least 4 cemeteries within the county. When asked about the wind turbines near Earlville, Supervisor Helmrichs stated that they moved for approximately 10 minutes last Wednesday but are not currently moving.

There being no further business to come before the Board, Chairperson Madlom called for a motion to adjourn.

Motion made by Helmrichs, second by Buschmann and carried to adjourn the meeting at 1:35 p.m. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

April 17, 2017
 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 Daneen Schindler, Pam Klein, Gary Weyant, Sheriff John LeClere, Gene Carpenter, Anthony Bardgett, Anne Rave, Carla Becker, and one member of the media. Chairperson Madlom called the meeting to order.

Motion made by Helmrichs, second by Buschmann and carried to approve the agenda with the following timely addition: "Consideration of Approving Sale of Sheriff's Department Pickup to Emergency Management Commission". All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve the minutes from the last meeting. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to acknowledge the following employees to attend their respective out-of-county meetings: Shawn Foster and Pat Schmitz to attend the scanner/lab scope diagnostics on May 3rd in Cedar Falls; Supervisor Madlom to attend a DCED meeting in Ames on April 18th and the RC&D meeting in Anamosa on April 20th. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve the following claims for payment including the April 14, 2017 payroll in the amount of \$176,778.60 warrant #14981-15097:

Ace Homeworks	Postage & Mailing	9.65	John Deere Financial	Electrical Accessories	763.03
Advanced Systems Inc	Stationery/Supplies	68.85	K&A Farm Equipment	Repair/Maint-Const Equip	38.40
Alliant Energy	Service	1174.63	Karl Chevrolet	Repair/Maint- Vehicle	595.00
Al's Electrical Service	Repair/Maint-Misc Equip	90.85	Kluesner Sanitation LLC	Sanitation Disposal	186.43
Altorfer Inc	Construction/Maint Equip	1474.95	Koch Brothers	Office Equipment	182.18
Bard Materials	Roads	26160.31	Randy Kramer	Engineering Services	500.00
Barron Motor Supply	Minor Equip & Hand Tools	105.66	Kris Engineering Inc	Minor Mv Parts & Access	252.10
Bi-County Disposal Inc	Sanitation Disposal	128.00	Lahr Repair Inc	Repair/Maint-Const Equip	227.50
BL Murray Co	Custodial Supplies	97.69	Leader Publications	Miscellaneous	44.00
Black Hills Energy	Natural -LP Gas-Fuel Oil	423.10	Lenzs Collision Center	Repair/Maint- Vehicle	1263.00
Bob Stephen Motors Inc	Repair/Maint- Vehicle	302.47	Jill Lewis	Buildings-Repair/Maint	150.00
BOSS	Stationery/Supplies	50.48	Mailing Services Inc	Stationery/Supplies	2420.17
Boubin Tire Co	Repair/Maint- Vehicle	112.17	Main Street Repair	Repair/Maint- Vehicle	785.47
Brehme Drug	Prescription Medicine	157.37	Mainstay Systems Inc	Data Processing Supplies	744.00
C & J Dirt Works LLC	Park Development	891.00	Manchester CarQuest	Repair/Maint- Vehicle	63.47
Case Management & MH	Data Processing	489.50	Manchester Press	Publications	2395.11
Caterpillar Financial Services	Equipment Payment	5815.17	Manchester Signs LLC	Traffic & St Sign	36.50
ChemRight Laboratories Inc	Engineering Services	960.00	City of Manchester	Water Use & Sewer	540.04
Cintas	Medical & Lab Supplies	92.61	Maquoketa Valley REC	Electrical Power	79.07
City Laundering Co	Buildings-Repair/Maint	470.08	Marco Technologies LLC	Stationery/Supplies	15.53
Clayton County VA	General Transportation	471.79	Martin Equipment of Illinois	Construction/Maint Equip	1281.64
City of Colesburg	Roads	2712.15	Matco Tools Nathan Pearson	Minor Equip & Hand Tools	304.00
Comelec Internet Services	Data Processing Supplies	80.00	Matheson Tri-Gas Inc	Repair/Maint-Misc Equip	18.60
Crescent Electric Supply Co	Electrical Accessories	125.09	Midwest Wheel	Construction/Maint Equip	364.96
Delaware County Bar Assn	Dues & Memberships	200.00	James P Mitchel	Employee Mileage/Subs	26.50
Delaware Co Clerk of Court	Legal-Court Related	4.58	Municipal Emergency Service	Park Development	109.15
Del Co Memorial Hospital	Emergency Treatment	1180.00	Neopost USA Inc	Data Processing	298.35
Del Co Public Health	Refunds/Reimbursements	3295.66	Office Ally	Acct/Audit/Clerical	19.95
Delaware Co Sheriff	Transportation	1827.63	Palmer Hardware	Repair/Maint- Vehicle	638.30
Delaware Co Sheriff Reserves	Election Official	117.50	Aaron T Pauls	Employee Mileage/Subs	21.00
Delhi Lumber	Steel-Iron-Related Metals	321.59	Precise MRM LLC	Repair/Maint-Radio Equip	327.29
City of Delhi	Roads	3773.64	Price Industrial Electric Inc	Buildings	6000.00
Don & Walt LLC	Land	993.75	Productivity Plus Account	Construction/Maint Equip	39.50
Dons Truck Sales Inc	Construction/Maint Equip	1589.32	Radio Communications	Repair/Maint-Radio Equip	87.50
Dubuque Co Highway Dept	Engineering Services	15420.82	Ramada NW Inn & Suites	Education & Training	291.20
Treasurer, City of Dubuque	Roads	380.00	Rite Price Office Supply	Supplies	1203.96
Dyersville Commercial	Off Publication/Legal	2715.84	Ritter Tool Sales Inc	Repair/Maint-Misc Equip	118.00
Eastern Iowa Tire Inc	Tires	1175.30	River City Stone	Cover Aggregate & Sand	2712.45
Edgewood Oil Co	Lubricants	59.50	Rowley Equipment	Fuels	16.71
Jody Elgin	Custodial Supplies	157.50	Sadler Power Train Inc	Construction/Maint Equip	870.55
Tina Elgin	Custodial	500.00	Safelite Fulfillment Inc	Construction/Maint Equip	59.95
Ever-Green Landscape	Park Development	192.00	Sign-Up LTD	Traffic & St Sign	479.78
Fannon Welding LLC	Minor Mv Parts & Access	200.00	Simmons Perrine Moyer et al	Legal-Court Related	1270.86
Fastenal Company	Shop Equipment	461.94	Solutions Inc	Data Processing	25382.25
Gazette Communications Inc	Miscellaneous	287.84	State Hygienic Lab	Medical & Health Services	37.50
Garlyn R Glanz	Postage & Mailing	3.39	Stetson Building Products	Minor Equip & Hand Tools	72.00
Good Neighbor Society	Food Prep Services	3357.00	Summit Companies	SafetyProtect Supplies	571.00
Hausers Water Systems Inc	Stationery/Supplies	64.50	Swales Precast Inc	Park Development	43.50
Henderson Products	Construction/Maint Equip	41.40	Thomson Reuters	Magazines/Books	585.47
Heritage Printing	Printing Services	340.46	Three Rivers FS	Repair/Maint- Vehicle	11148.75
Hi-Viz Safety	Traffic & St Sign	87.85	US Cellular	Telephone Services	1538.30
HITECH Communications	Office Equipment	15130.66	Verizon Wireless	Telephone Services	78.42
Joe Hoeger	Engineering Services	400.00	FE Welterlen Motors Inc	Repair/Maint- Vehicle	230.34
Hunt & Associates PC	Audit Services	12500.00	Matthew W Wieser	Mileage/Subs	20.00
IA Division of Labor Services	Repair/Maint-Misc Equip	40.00	Gary L Willenborg	Roads	301.00
Secretary of State Elections	Postage & Mailing	85.01	Windstream	Telephone Service	325.17
IIW PC	Engineering Services	19767.50	Zep Manufacturing Co	Minor Mv Parts & Access	61.99
Integrated Teleheath	Emergency Treatment	220.00			

All Ayes

There were no "Applications for Underground Construction on Delaware County Right-of-Way" submitted for consideration.

Motion made by Helmrichs, second by Buschmann and carried to acknowledge receipt of the following manure management updates: BKZ Pork, LLC, Brad Kimmerle, in Section 33 of Richland Township; and EAH Farms LLC in Section 24 of South Fork Township. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to approve the request submitted by Delaware County Treasurer Pam Klein to make the following changes to her inter-office budget for FY 2017-18:

Line item	2017/18 Budget	Requested Change	New 2017/18 Budget
01000-08100-100-03-9	49,358	+617	49,975
01000-08100-110-03	7,552	+47	7,599
01000-08100-111-03	8,815	+55	8,870
01000-08100-412-03	22,500	-500	22,000
01000-08100-636-03	<u>1,500</u>	<u>-219</u>	<u>1,281</u>
TOTALS	89,725	0	89,725

These changes will effectively increase the wage of Deputy Treasurer Karol Johnson by \$617 (\$719 w/ IPERS & FICA) to match the wage of the highest paid deputy in the Treasurer's office effective July 1, 2017 without changing the overall budget for the department or the expenditures by service area. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the hiring of Jenny Eschen as a Tax Deputy within the Delaware County Treasurer's Office effective May 8, 2017 at an annual salary of \$35,594 (60% of Treasurer's annual salary) with a 3% increase (to \$36,662) on July 1, 2017. All Ayes

Motion made by Buschmann, second by Helmricks and carried to acknowledge receipt of Jenny Eschen's letter of resignation from her position as full-time Clerk within the Auditor's and Recorder's Offices effective May 8, 2017. She has taken a position within the Delaware County Treasurer's Office beginning May 8, 2017. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the Class C Liquor License Renewal Application submitted by Pin Oak Links, Inc. doing business at 2266 185th Avenue in rural Manchester. This is a 12 month license effective April 19, 2017 with outdoor service area and Sunday sales privileges. All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the Class C Beer Permit Renewal Application submitted by Hartwick Marina, Inc. doing business at 22140 261st Street in rural Delhi. This is a 12 month license effective May 12, 2017 with Sunday sales privileges. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the sale of a 2013 Dodge Ram 4wd pickup from the Delaware County Sheriff's Department to the Delaware County Emergency Management (EMA) Commission for \$15,000. Sheriff John LeClere stated that he currently serves as the Chairperson of the EMA Commission. During the budget process for FY 2017-18, the coordinator requested \$45,000 to purchase a new pickup truck. In order to save the commission money, Sheriff LeClere was willing to sell them the 2013 Dodge Ram (60,000 miles) for the trade-in value of the vehicle. All Ayes

Consideration of Bids for One Tandem Dump Truck Chassis – Secondary Roads Department

This being the date and time set to receive bids for one tandem axel dump truck for the Secondary Roads Department, County Engineer Anthony Bardgett read the following bids aloud:

Kenworth, Cedar Rapids	Kenworth T800	124,929
Truck Country of Iowa, Dubuque	Western Star 4700	123,280
GATR Truck Center, Cedar Rapids	Mack GU713 Allison	120,900
GATR Truck Center, Cedar Rapids	Mack GU713 Auto	111,900
Don's Truck Sales, Fairbank	Western Star 4700	111,480
Don's Truck Sales, Fairbank	Freightliner 114SD	105,545

Mr. Bardgett recommended tabling the final award for one week.

Motion made by Buschmann, second by Helmricks to acknowledge receipt of the bids for the tandem axel dump truck as read and to table the final awarding of the bid until the April 24th meeting to allow the county engineer time to review the bids for accuracy. All Ayes

Consideration of Quote for Dump Truck Body and Attachments – Secondary Roads Department

This being the date and time set to receive quotes for one tandem axel dump truck body and attachments for the Secondary Roads Department, County Engineer Anthony Bardgett read the following quote aloud:

Henderson Products, Manchester	86,247
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Mr. Bardgett recommended tabling the final award for one week.

Motion made by Helmricks, second by Buschmann and carried to acknowledge receipt of the quote from Henderson Products for the dump truck body and attachments and to table the final consideration until the April 24th meeting to allow the County Engineer time to review the quote for accuracy. All Ayes

Consideration of Bids for Two Pickup Trucks – Secondary Roads Department

This being the date and time set to receive bids for two pickup trucks for the Secondary Roads Department, County Engineer Anthony Bardgett read the following bids aloud:

Bob Stephen Motors	(2) 2017 Chevy Silverado 1500 2wd	49,154.00
Rodas Chevrolet	(2) 2017 Chevy C1500 2wd	47,045.76
Runde Auto Group	(2) Ford F150 2wd	46,146.00
Victory Ford	(2) 2017 Ford F150 2wd	43,054.00

Mr. Bardgett recommended tabling the final award for one week.

Motion made by Buschmann, second by Helmricks and carried to acknowledge receipt of the bids for two pickups for the Secondary Roads Department and to table the final awarding of said bid until the April 24th meeting to allow the County Engineer time to review the bids for accuracy. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the following resolution:

RESOLUTION No. 2017-033 RESOLUTION FOR USE OF DELAWARE COUNTY ROADS FOR TRAFFIC DETOUR

WHEREAS, the City of Edgewood requests to detour traffic on Delaware County roads for their Edgewood Days Parade, from 1:00 p.m. to 3:00 p.m. on June 24, 2017, and

WHEREAS, the City of Edgewood will provide any and all necessary traffic control devices, all meeting the specifications of the Manual On Uniform Traffic Control Devices, and

WHEREAS, the City of Edgewood will provide law enforcement to direct traffic during the parade,

NOW THEREFORE BE IT RESOLVED that the Delaware County Board of Supervisors has approved the City of Edgewood's request for traffic detour:

Beginning at 195th Avenue west of Edgewood, then south one mile to 110th Street, then east one mile to county highway C60X (Laser Road), then north into Edgewood terminating at Iowa Highway 3.

Passed and approved this 17th day of April, 2017.

/S/ Jeff Madlom, Chairperson

Delaware County Board of Supervisors

All Ayes

ATTEST: /S/ Carla Becker, Delaware County Auditor

ENGINEER'S REPORT

Quaker Mill Dam and Stream Realignment –The contractor, Top Grade, is going to wait for drier weather before starting.

220th Ave Bridge Project – The contractor has closed the roadway and will begin grading work today.

NEXT MEETING –The next regular session will be held on Monday, April 24, 2017 at 1:15 p.m.

PUBLIC COMMENTS - None

There being no further business to come before the Board, Chairperson Madlom called for a motion to adjourn.

Motion made by Buschmann, second by Helmricks and carried to adjourn the meeting at 1:41 p.m. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
DELAWARE COUNTY)

April 24, 2017
Manchester, Iowa
1:15 p.m.

The Delaware County Board of Supervisors met in regular session this date at 1:15 p.m. with Supervisors Helmrichs and Madlom present and Supervisor Buschmann absent. Also present were Daneen Schindler, Gary Weyant, Peggy Petlon, Milt Kramer, Dennis Thier, Anthony Bardgett, Carla Becker, and two members of the media. Chairperson Madlom called the meeting to order.

Motion made by Helmrichs, second by Madlom and carried to approve the agenda as posted. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the minutes from the last meeting. All Ayes

Motion made by Helmrichs, second by Madlom and carried to acknowledge the following employees to attend their respective out-of-county meetings: Carla K. Becker to attend the District 6 meeting in Vinton on April 27th; Travis Hemesath to attend the Interview/Interrogation Course in Waterloo May 1st-3rd; Linda Schaul to attend the ICEOO Class in Tipton on April 28th; Peggy Petlon, Raylynn Lee and Kim Gehling to attend a social worker class in Cedar Rapids on April 25th. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the following claims for payment:

Black Hills Energy	Service	467.16
Maquoketa Valley REC	Electrical Power	585.25
Windstream	Telephone Service	462.96

All Ayes

There were no "Applications for Underground Construction on Delaware County Right-of-Way" submitted for consideration.

Motion made by Helmrichs, second by Madlom and carried to acknowledge receipt of the following manure management updates: White's Pork, White's Pork, LLC, in Section 2 of Delhi Township; Shover Farm, James Shover, in Section 15 of Hazel Green Township. All Ayes

Presentation – Central Iowa Juvenile Detention Center – Tony Reed, Executive Director

Tony Reed, Executive Director, and Travis Walker with the Central Iowa Juvenile Detention Center located in Eldora, addressed the Board regarding the possibility of Delaware County contracting with them for services. Currently, Delaware County contracts with the North Iowa Juvenile Detention Center in Waterloo for juvenile detention services. Central Iowa Juvenile Detention provides services above what is offered at North Iowa Juvenile Detention such as: psychiatric evaluations, psychological evaluations, psychosexual evaluations, Substance Abuse Assessments, psychologist on staff, substance and sex abuse counselor on staff, BHIS providers on staff, and mental health/commitment transportation services. They feel that service diversity helps them retain good employees. Mr. Reed has been with Central Iowa since 1994 and Mr. Walker since 1997.

Currently they have 28 counties contracting with them and an additional 17 affiliate counties. The current member rate for juvenile detention services is \$50/day compared to \$125/day with North Iowa. Using Delaware County's average annual usage of 96 days per year, this would be a savings of \$7,200 per year. Membership is by 28E Agreement between member counties. They have been in operation since 1994 and have never had a member county leave. In contrast, North Iowa has had six counties leave since 2009. They currently have 60 beds, 40 of which are licensed, compared to 15 beds at North Iowa. The legislators just approved an additional 10 beds for the state.

The Board would like to have Sheriff John LeClere present to discuss the transportation portion of their services. Chairperson Madlom requested their presence at a work session to be held on Monday, May 1, 2017 at 10:00 am. Sheriff LeClere and Peggy Petlon were also invited to attend. The Board thanked Mr. Reed and Mr. Walker for their presentation.

Motion made by Helmrichs, second by Madlom and carried to approve the hiring of Alicia McFann as a full-time employee with the Community Life Department effective May 1, 2017 at \$9.75 per hour with a 60 day probationary period. All Ayes

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

**DESTRUCTION OF RECORDS
RESOLUTION No. 2017-034**

Pursuant to the 2017 Code of Iowa, Section 331.323 sub section 2D, we, members of the Delaware County Board of Supervisors, do hereby authorize the destruction of the following records in the Delaware County Assessor's Office:

2006, 2008 – 2009, 2012 - 2013	Budget Worksheets & Miscellaneous Notes
2011	Cable TV Reports
2011	Section 42 Housing Reports
2011	Grain Handling Forms & Grain Tax Reports
2014	Disallowed Homestead & Military Applications
2013	Declaration of Values
2009	Board of Review – Miscellaneous Information
2010 – 2013	Conference Board – Miscellaneous Information
2010, 2011 & 2012	Inventory Information
2016	Building Permits
2012 & 2013	Miscellaneous Correspondence
2013 – 2014	Property Split Worksheets
2014 – 2015, 2016	Auditor Property Owner Transfer Sheet Copies
2013-2014	Revaluation Worksheets
2012 – 2013	Requisitions for Warrants
2015	Address Change Information
2014 – 2015, 2016	Transfer / Split Worksheets
2013 & 2015	Assessment Notices Returned – Unable to locate property owners

Approved this 24th day of April, 2017

Delaware County Board of Supervisors

/S/ Jeff Madlom, Chairperson

/S/ Shirley E. Helmrichs

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

All Ayes

Motion made by Helmrichs, second by Madlom and carried to transfer a total of \$822,002 from the Rural Services Fund to the Secondary Roads Fund. All Ayes

Motion made by Helmrichs, second by Madlom and carried to award the bid for the tandem dump truck chassis to Don's Truck Sales for their low bid of \$111,480 for a Western Starr 4700 with Allison transmission. Delivery will be in 90-120 days. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the quote of \$86,247 from Henderson Products for a 14 foot dump box for the tandem dump truck, with pre-wetting system, Force America Hydraulics, 11 foot reversible plow, wing, tailgate sander and GPC system. The quote includes installation. All Ayes

Motion made by Helmrichs, second by Madlom and carried to award the bid for the two pickup trucks for the Secondary Roads Department to Victory Ford for its low bid of \$43,054 for two 2017 F150 regular cab 2wd pickups. All Ayes

Consideration of Bids for the 2017 Contract Rock Program

This being the date and time set to receive bids for the 2017 contract rock program, County Engineer Anthony Bardgett read the following bids aloud:

	<u>Bard Materials</u>	<u>River City Stone</u>
AREA 1	183,504 (7.49/ton)	203,840 (8.32/ton)
AREA 2	199,430 (8.14/ton)	
AREA 3	204,330 (8.34/ton)	
AREA 4	203,350 (8.30/ton)	203,840 (8.32/ton)
AREA 5	202,860 (8.28/ton)	

Each area consists of 70 miles with 24,500 ton of rock. The late start date for the project is June 26, 2017 with 40 working days allocated for completion. Mr. Bardgett requested the Board table for one week to review for accuracy.

Motion made by Helmrichs, second by Madlom and carried to acknowledge receipt of the bids from Bard Materials and River City Stone for the 2017 Contract Rock Program and to table the final awarding of said bid until the May 1st meeting. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the contract for the C64 Paving Project (LOST-18(01)—73-28) with River City Paving in consideration of \$784,152.52. The late start date for this project is August 28, 2017 with 25 working days allocated for completion. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the contract for the 191st Street and 195th Street Paving Project (LOST-18(02)—73-28) with River City Paving in consideration of \$303,921.75. The late start date for this project is September 18, 2017 with 25 working days allocated for completion. All Ayes

Consideration of Tile Boring Quotes

Anthony Bardgett stated he had been approached by Dan Mormann who owns property in Sections 15 and 16 in Colony Township which lies on both sides of 310th Ave. He would like to bore under the roadway for his tile crossing. The problem is that they would need to bore down 15 feet to get to the tile crossing. He does not feel this would be safe for his crews to do. He has solicited and received the following two quotes which include the boring and the 15" tile:

Gudenkauf Tiling and Excavating	\$ 5,500
Summers' Enterprise Inc	\$ 8,000

Mr. Bardgett recommends approving the low quote from Gudenkauf Tiling and Excavating.

Motion made by Helmrichs, second by Madlom and carried to acknowledge receipt of the quotes for the tile boring under 310th Ave and to approve the low quote from Gudenkauf Tiling and Excavating in the amount of \$5,500. All Ayes

Motion made by Helmrichs, second by Madlom and carried to set Monday May 8, 2017 at 1:15 pm as the date and time to receive bids for the 2017 Pavement Marking Program to paint 232.42 miles of yellow centerline using 3961 gals of yellow paint with spheres. All Ayes

ENGINEER'S REPORT

Quaker Mill Dam and Stream Realignment –The contractor, Top Grade, is going to wait another week or so before starting.
220th Ave Bridge Project – Subcontractor B & J Hauling is doing some dirt work for this project.

NEXT MEETING –The next regular session will be held on Monday, May 1, 2017 at 1:15 p.m.

PUBLIC COMMENTS - None

There being no further business to come before the Board, Chairperson Madlom called for a motion to adjourn.

Motion made by Helmrichs, second by Madlom and carried to adjourn the meeting at 2:00 p.m. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

May 1, 2017
 Manchester, Iowa
 10:00 a.m.

The Delaware County Board of Supervisors met in work session this date at 10:00 a.m. with all members present. Also present were Peggy Petlon, John LeClere, Travis Walker, and Carla Becker. There were no members of the media present. Chairperson Madlom called the meeting to order.

Discussion with Central Iowa Juvenile Detention Center Regarding Services Offered

Travis Walker with Central Iowa Juvenile Detention Center in Eldora, Iowa addressed the Board regarding the services offered by the Central Iowa center. Mr. Walker briefly reiterated the information regarding detention services, which was presented at the April 24, 2017 meeting. Supervisor Helmrichs would like to review the 28E Agreement that members are asked to sign. She would also like information regarding recidivism and the charges or fees associated with the additional services that Central Iowa can provide.

Mr. Walker then moved to the center's transportation services. He stated that they do in the vicinity of 300 transports per month with approximately 70 of these being mental health related. They employ over 80 transporters throughout the state who work on an on-call as needed basis. Average dispatch time is around 1 – 2 hours. The charge for "all inclusive" would be approximately \$48.00/hour and point of origin around \$53.68/hour. Many of their drivers are retired law enforcement and/or retired truck drivers.

Most of the transports they do are "compliant" trips. Since they employ civilian drivers, they try to steer away from the non-compliant trips. The more physically combative ones they leave for the Sheriff's Department. All transporters are subject to a driver's record check and criminal history check. They also are required to complete a comprehensive training program including training on HIPAA compliance. They also do "voluntary" commitments through some hospitals.

Iowa Code currently limits the amount the Sheriff's Department can charge for transportation to \$15/hour plus mileage. If signed by the governor, new legislation could increase this to \$25/hour plus mileage. This still would not cover the hourly expense of having an officer provide the transportation. Sheriff LeClere stated he could see some value to contracting for transportation in some instances. Especially when the point of origin is on the opposite side of the state and the person being transported needs to go right back to the point of origin after their hearing.

Mr. Walker encouraged the Board to visit the facility. Visiting on a board meeting day would allow them to speak with other member counties and ask them questions as well.

The Board thanked Mr. Walker for speaking with them today. They look forward to hearing from him in the near future.

The work session was closed at 10:50 a.m.

These minutes have been read and approved for publication.

 Jeff Madlom, Chairperson

 Carla K. Becker, County Auditor

STATE OF IOWA)
) Ss:
 DELAWARE COUNTY)

May 1, 2017
 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 Daneen Schindler, Anthony Bardgett, Carla Becker, and one member of the media. Chairperson Madlom called the meeting to order.

Motion made by Buschmann, second by Helmrichs and carried to approve the agenda as posted. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the minutes from the last meeting. All Ayes

Motion made by Buschmann, second by Helmrichs and carried to acknowledge the following employees to attend their respective out-of-county meetings: Carla K. Becker to attend ISAC working group meeting in Des Moines on May 4th; and Shirley Helmrichs and Jeff Madlom to attend the Regional MH meeting in Cedar Rapids on May 4th. All Ayes

Motion made by Helmrichs, second by Buschmann and carried to approve the following claims for payment including the April 28th payroll in the amount of \$174,962.81 warrant #15269 through #15378:

Advanced Business Systems	Data Processing	1120.00	Delaware County Auditor	Acct/Audit/Clerical	62.00
Alliant Energy	Electrical	2550.32	Delaware County Fair Society	Education & Training	470.00
Altorfer Inc	Construction/Maint Equip	1824.16	Delaware Co Sheriff	Transportation	15000.00
American Legion Post 45	Permanent Landscaping	80.00	Delhi Lumber	Buildings-Repair/Maint	693.76
Anderson Welding/Machine	Repair/Maint-Misc Equip	32.56	DJ Repair	Repair/Maint- Vehicle	478.97
Office of Auditor of State	Annual Audit Filing Fee	625.00	DMC Wear Parts LLC	Minor Mv Parts & Access	1358.03
Axon Enterprises Inc	Minor Equip & Hand Tools	131.22	Don & Walt LLC	Repair/Maint-Misc Equip	2539.46
Bankers Trust Company	Debt Service Payment	364388.75	Dons Truck Sales Inc	Repair/Maint-Const Equip	956.63
Bard Materials	Roads	37241.01	Drive Line of Dubuque Inc	Repair/Maint-Const Equip	260.00
Black Hills Energy	Service	163.90	Dyersville Chamber	County Contribution	125.00
Bodensteiner Implement	Construction/Maint Equip	45.78	Dyersville Equipment Co	Construction/Maint Equip	9927.00
Boubin Tire Co	Assessor-Car Expense	716.32	ECIA	Planning-Consulting	1343.00
Budden Well & Plbg Service	Park Development	2509.46	Edgewood Chamber	County Contribution	125.00
Denny Burke	Rent Payments	120.00	Jody Elgin	Custodial	210.00
Burrington Group Inc	Buildings-Repair/Maint	5755.25	Tina Elgin	Custodial	500.00
Canon Solutions America Inc	Maint-Off Equip/Furniture	14.26	Fastenal Company	Construction/Maint Equip	529.49
City Laundering Co	Custodial Supplies	180.64	Forterra Pipe & Precast	Steel-Iron-Related Metals	4350.00
Colesburg Commercial Club	County Contribution	125.00	Ginter Tools LLC	Minor Equip & Hand Tools	59.98
Continental Research Corp	Shop Equipment	233.51	Garlyn R Glanz	Postage & Mailing	13.85
Counseling/Assessment Serv	Medical & Health Services	180.00	GreatAmerica Financial	Office Equipment	81.46
Country Ridge Apartments	Rent Payments	167.00	City of Greeley	Water Use & Sewer	63.00
CovertTrack Group Inc	Telephone Services	20.00	Mitchell J Helle	Refunds /Reimbursements	457.84
D&S Portables Inc	Custodial Supplies	960.00	Shirley E Helmrichs	Employee Mileage/Subs	40.00
Dearborn Ntnl Life Insurance	Life Insurance	393.19	Heritage Printing	Printing Services	166.80

HOPES City of Hopkinton	County Contribution	125.00	Radio Communications	Radio & Communications	420.97
IA Prison Industries	Park Development	1415.00	Rite Price Office Supply	Supplies	351.76
Irish Reporting Inc	Legal-Court Related	81.00	River Valley Cooperative	Construction/Maint Equip	70.68
ISACA Treasurer	Education & Training	50.00	Roling Sanitation LLC	Buildings-Repair/Maint	150.00
IWI Motor Parts	Construction/Maint Equip	87.08	Keith J Rowley	Fuels	16.71
John Deere Financial	Grounds & Maint Supplies	18.84	Michael K Ryan	Employee Mileage/Subs	116.50
Keltek Inc	Supplies	738.00	Schroeder's Cash Supply Inc	Repair/Maint-Misc Equip	143.93
Kiecks Career Apparel	Wearing Apparel & Uniform	60.90	Sherwin Williams	Park Development	123.47
Pamela Klein	Employee Mileage/Subs	90.00	Silveredge Cooperative	Fuels	1540.50
Laurie Kramer	Miscellaneous	27.00	Simmons Perrine Moyer et al	Legal-Court Related	1292.50
L&L Murphy Consulting	Planning-Consulting	2000.00	Solutions Inc	Data Processing	790.00
Lambert Reporting	Legal-Court Related	42.00	Summit Companies	Safety Items	187.50
Jill Lewis	Buildings-Repair/Maint	150.00	Taylor Construction Inc	Bridges	8692.74
Linn Co Sheriff	Transportation	134.68	Terminal Supply Company	Construction/Maint Equip	18.73
Lechtenberg Janitorial	Custodial Supplies	228.55	Terracon Consultant Inc	Engineering Services	10172.75
M&M Snow Removal	Buildings-Repair/Maint	510.00	Thomson Reuters	Books/Newspaper	792.00
Manchester Area Chamber	County Contribution	125.00	Three Rivers FS	Data Processing Supplies	8972.76
Manchester Signs LLC	Traffic & St Sign	155.90	Tifco Industries	Shop Equipment	114.74
City of Manchester	Utilities	1383.44	Uniform Den Inc	Uniforms	367.90
Maquoketa Valley REC	Electrical Power	94.73	US Cellular	Telephone Services	229.48
Nikolas S May	Medical & Health Services	35.00	Vanguard Appraisals Inc	Appraisal Services	11292.00
Mediacom LLC	Data Processing	474.27	Verizon Wireless	Telephone Services	120.03
Midwest Business Products	Office Equipment	274.02	VISA / Mastercard	Education & Training	4441.51
Moss Roofing & Insulation	Buildings	2300.00	Walmart Community	Clothing & Dry Goods	325.91
NE-IA Industrial Fastener	Safety Items	527.73	Weber Paper Company	Custodial Supplies	180.99
Oasis Pump Service	Buildings	2764.57	Walter Welling	Roads	100.00
Oneida Signs LLC	Electrical Power	7.95	FE Welterlen Motors Inc	Motor Vehicle	29397.00
Palmer Hardware	Repair/Maint-Misc Equip	33.00	Wellmark BCBS	Insurance	4154.45
Pocket Press Inc	Books/Newspaper	29.47	Windstream	Telephone Service	1661.70
Premier Parts Inc	Minor Mv Parts & Access	184.59			
All Ayes					

There were no "Applications for Underground Construction on Delaware County Right-of-Way" submitted for consideration.

Motion made by Buschmann, second by Helmricks and carried to acknowledge receipt of the following manure management updates: McDonald Acres in Section 22 of Hazel Green Township; Robert Beswick, Beswick Feedlot, in Section 36 of Honey Creek Township; Wulfekuhle #4, Ron & Arlene Wulfekuhle in Section 20 of Adams Township; T&K Pork, LLC in Section 12 of Coffins Grove Township; Ryan Bros Inc in Section 9 of Hazel Green Township; and B & H Pork, LLC in Section 24 of Delaware Township. All Ayes

Motion made by Helmricks, second by Buschmann and carried to approve the yearly subscriber data sheet signoff pages for Hitech Communications with the following changes:

Courthouse Facility	John LeClere moved to 3 rd position on call sheet
Courthouse Facility	Carla K. Becker moved to 4 th position on call sheet
Conservation Building	Shirley Lyons was removed from call sheet due to retirement

All Ayes

Motion made by Buschmann, second by Helmricks and carried to approve the contract with Cost Advisory Services, Inc. (CASI) to provide for the development of annual central service cost allocation plans for FY 2016-17, 2017-18 and 2018-19 in consideration of an annual fee nor to exceed \$4,125.00. All Ayes

Motion made by Helmricks, second by Buschmann and carried to award the bid for the 2017 Rock Program to Bard Materials for its low bids in all five areas as follows:

Area 1	\$183,505
Area 2	\$199,430
Area 3	\$204,330
Area 4	\$203,350
Area 5	\$202,860

Each area consists of 70 miles with approximately 24,500 ton of crushed class "A" stone delivered in each area. The late start date for the project is June 26, 2017 with 40 working days allocated for completion. All Ayes

ENGINEER'S REPORT

Quaker Mill Dam and Stream Realignment – Top Grade Excavating will be starting today and is planning to pull out the plugs at the bottom of the dam to start draining the water from the impoundment. Contractor will let the area "dewater" for approximately one month. The specific date for removal of the dam has not yet been set.

220th Ave Bridge Project – The bridge has been removed and the dirt work subcontractor is working on regrading the road. The road will be mostly regraded before the new bridge is built.

NEXT MEETING –The next regular session will be held on Monday, May 8, 2017 at 1:15 p.m.

PUBLIC COMMENTS - None

There being no further business to come before the Board, Chairperson Madlom called for a motion to adjourn.

Motion made by Buschmann, second by Helmricks and carried to adjourn the meeting at 1:30 p.m. All Ayes

These minutes have been read and approved for publication.

/S/ Jeff Madlom, Chairperson

/S/ Carla K. Becker, County Auditor