

# LEGALS

## MINUTES Franklin County BOS

### PROCEEDINGS OF THE FRANKLIN COUNTY BOARD OF SUPERVISORS MARCH 14TH, 2022

The Board of Supervisors met at 8:30AM on Monday, March 14th, 2021, at the Franklin County Courthouse with Board members Nolte, McVicker, & Vanness in attendance. Chairman McVicker led the Pledge of Allegiance.

Motion by Nolte, seconded by Vanness to approve the Agenda. All ayes. Motion carried.

Motion by Vanness, seconded by Nolte to approve the Board Minutes from the regular meeting dated 3/7/22. All ayes. Motion carried.

Public Comment & Board Committee Updates: Ryan Peterson, Maintenance Director, was present to give the Board an update on the chiller replacement project. Aaron Chin from Steelhead was present to update the Board on their proposed wind farm. Adam Akers, VA Director, was present to discuss options for relocating the Veterans Affairs department. Vanness attended FCDA, McVicker attended ISAC Spring Conference.

Jay Waddingham, County Engineer, met with the Board and gave an update on his department.

Motion by Vanness, seconded by Nolte to open the public hearing at 9:30AM regarding the FY23 Maximum Property Tax Dollars. All ayes. Motion carried. There were a couple members of the public present. Keith Freie, of Hampton, was present to express his frustration with the county's health insurance policies and rates and feels that it needs to be re-evaluated to ease the burden on tax payers. Galen Eisenstrager, rural Hampton, had questions regarding property taxes. The Auditor explained that the county's levy rate is not increasing at all from FY22 to FY23, but that the county had a TIF area that will be coming on to the tax rolls, which increases the taxable valuation of the rural areas. Motion by Vanness, seconded by Nolte to close the public hearing at 9:41AM. All ayes. Motion carried.

The Board continued discussion

regarding the draft of the Wind Energy Ordinance. A few small changes were made. The Planning & Zoning Administrator will make the changes and get the draft to the Auditor who will get it to the County Attorney & Iowa Codification for review prior to a public hearing.

Motion by Vanness, seconded by Nolte to approve a resolution approving the FY22/23 Maximum Property Tax Dollars. The resolution reads in full:

RESOLUTION NO. #2022-11  
APPROVAL OF FY22/23 MAXIMUM PROPERTY TAX DOLLARS  
WHEREAS, Franklin County Supervisors, preparing the Fiscal Year 2022/2023 Budget, have considered the proposed FY22/23 county maximum property tax dollars for both General County Services and Rural County Services, and

WHEREAS, a notice concerning the proposed county maximum property tax dollars was published as required and posted on county web site and/or social media accounts if applicable, and

WHEREAS, a public hearing concerning the proposed county maximum property tax dollars was held on March 14th, 2021.

NOW THEREFORE, BE IT IS RESOLVED by the Board of Supervisors of Franklin County, Iowa, that the maximum property tax dollars for General County Services and Rural County Services for FY22/23 shall not exceed the following:

General County Services – \$5,881,393  
Rural County Services - \$3,339,824

The Maximum Property Tax dollars requested in either General County Services or Rural County Services for FY22/23 does represent an increase of 102% from the Maximum Property Tax dollars requested for FY22/23. General County Services has an increase of 117.09% and Rural County Services has an increase of 129.71%

Roll call vote was as follows, Ayes: McVicker, Nolte, Vanness. Motion carried and resolution duly adopted. The Board discussed a request

from NIRHA (North Iowa Regional Housing Authority) for a payment in lieu of taxes waiver. Motion by Vanness, seconded by Nolte to deny the payment in lieu of taxes waiver by NIRHA. All ayes. Motion carried.

The Supervisors received a request from Recorder, Toni Wilkinson, to have the verbiage regarding time cards (pertaining to elected officials) changed to either recommended or have it removed due to the fact that it was a best practice recommended by the County's independent Auditor and not a mandate. There was discussion regarding this. Nolte noted that they are still recommending a timecard to be filed for accountability and transparency. He further explained that it would be up to each elected official if they choose to do so or not, but noted that the Supervisors would be keeping a timecard. Motion by Nolte, seconded by Vanness to approve a resolution amending Employee Handbook 3.5 "Timekeeping". The resolution reads in full:

RESOLUTION #2022-21  
AMENDING FRANKLIN COUNTY HANDBOOK - AMENDING SECTION 3.5 "TIMEKEEPING"

WHEREAS, the updated Franklin County Employee Handbook final copy was presented and approved by the Board of Supervisors on August 19, 2019;

WHEREAS, the Board of Supervisors are amending Section 3.2 "Earnings & Hours of Work

WHEREAS, as it was amended and approved February 28th, 2022 it read as follows:

TIMEKEEPING 3.5  
The purpose of this policy is to provide time reporting requirements for all employees of Franklin County. Franklin County must keep an accurate record of time worked to calculate employee pay and benefits in accordance with the Fair Labor Standards Act (FLSA). Employees are required to maintain their working hours utilizing the electronic timekeeping system purchased by Franklin County for this purpose.

This policy is applicable to all regularly scheduled full-time and

part-time Franklin County employees. For the purpose of this policy, employees are defined as those responsible to the Board of Supervisors, employees responsible to an Elected Official, including Elected Officials and their deputies; County Assessor's Office, Public Health and Home Care, Conservation, Veterans Affairs, Emergency Management, and Dispatch; and temporary, seasonal, or on-call employees

WHEREAS, the Board of Supervisors are adding Section 3.5 "Timekeeping"

TIMEKEEPING 3.5

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This policy is applicable to all regularly scheduled full-time and part-time Franklin County employees. For the purpose of this policy, employees are defined as those responsible to the Board of Supervisors, employees responsible to an Elected Official to include the Elected Official's deputies; County Assessor's Office, Public Health and Home Care, Conservation, Veterans Affairs, Emergency Management, and Dispatch; and temporary, seasonal, or on-call employees. It is recommended that all Elected Officials keep a timecard.

Roll call vote was as follows, Ayes: McVicker, Nolte, Vanness. Motion carried and resolution duly adopted.

Motion by Nolte, seconded by Vanness to adjourn at 10:33AM until Monday, March 21st, at 8:30AM at the Franklin County Courthouse. All ayes. Motion carried.

ATTEST:

Gary McVicker, Chairman  
Katy A Flint, Auditor & Clerk to the Board

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## MINUTES City of Sheffield

### COUNCIL PROCEEDINGS REGULAR SESSION MINUTES- APPROVED MONDAY, MARCH 14TH; 7:00PM

The Sheffield City Council Regular Session was called to order at Sheffield City Hall by Mayor Scott Sanders, at 7:00PM on Monday, March 14th, 2022. Council Members in attendance were Dave Smit, Julia Showalter, Ryan Kruger, Brad Mulford and Becky Moellers. Also, in attendance was Pat Nuehring, Public Works Director.

Mayor Sanders led the Pledge of Allegiance.

Moellers made a motion to approve the agenda and Smit seconded the motion; it was approved.

Mayor Sanders announced that it was the time and place for the public comment. A resident expressed concern of the number of stray cats and loose dogs that are out. Mayor Sanders suggested calling dispatch so that those animals could be caught and owners found.

Smit motioned to approve the consent agenda, Kruger seconded the motion and it was approved. Those items approved in the consent agenda were: 2/14/22 Regular Session Minutes, March 2022 Bills, February 2022 Finance Report and Dollar General ABD License.

Mayor Sanders asked the department heads to give brief updates to the council. The Police Chief and Library Board representative were not at the meeting. The City Clerk stated that a new water bill will be sent out in April. There will be a budget amendment next month. The City also received \$10,000 from Franklin County Community Foundation for pool improvements. The Public Works Director stated DNR water reports are good with no issues. Lagoon tarp work is scheduled with insurance claim received. Visu-Sewer came in with Cleveland having roots in the lines and N 3rd does have two services that need fixed. One being a service was put to far into our service and a ball of roots in another. Mayor Sanders touched on the City Park and if we could get the lamps switched over to LED.

New Business  
• There was discussion 215

Thompson Tractors. We will keep working with the lawyer to see how we can move forward with getting the tractors moved. Mayor Scott with reach out to the Ombudsman to see what else we can do too.

• Mulford motioned to approve having temporary stop signs during the HWY 65 bridge replacement at 5th and Gilman. Kruger seconded it and it was approved.

• Discussion of IMEG, a structural engineering firm, to come and look at 112 Gilman. Moellers motioned to approve having them come and look at 112 Gilman. Mulford seconded it and it was approved.

• Smith motioned to approve the resolution approving the annual raise for Police Chief Garner. Kruger seconded it and roll call was as follows, Ayes: Smit, Showalter, Kruger, Mulford and Moellers. Mayor Sanders declared the resolution approved, adopted and numbered 22-23.

• Kruger motioned to approve the resolution setting the public hearing on the proposal to enter into a General Obligation Police Vehicle Acquisition Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$40,000. Smit seconded it and roll call was as follows, Ayes: Smit, Showalter, Kruger, Mulford and Moellers. Mayor Sanders declared the resolution approved, adopted and numbered 22-28.

• Smit motioned to approve the resolution setting the public hearing for the FY23 budget. Kruger seconded it and roll call was as follows, Ayes: Smit, Showalter, Kruger, Mulford and Moellers. Mayor Sanders declared the resolution approved, adopted and numbered 22-29.

• ICAP and EMC property insurance quotes have been received. They are currently being reviewed and will be brought back to Monday, March 21st meeting.

• Moellers motioned to approve the resolution approving hiring Hope Hartman at \$11.00 for the part-time, seasonal, parks maintenance employee. Smit seconded it and roll call was as follows, Ayes: Smit, Showalter, Kruger, Mulford and Moellers. Mayor Sanders declared the resolution approved, adopted and num-

bered 22-24.

• In reviewing pool wages in surrounding pools, to stay competitive, wages will need to be increased. Smit motioned to approve new lifeguards will be hired at \$10.00 and all returning guards will be at \$10.50. Advertising will be put in the Sheffield Press, Facebook and on the City website. Mulford seconded it and it was approved.

• Moellers motioned to approve the resolution approving the lifeguards; Emma McKee \$10.50, Edison Maske \$10.50 and Brooklyn Gerhards \$10.00. Showalter seconded it and roll call was as follows, Ayes: Smit, Showalter, Kruger, Mulford and Moellers. Mayor Sanders declared the resolution approved, adopted and numbered 22-27.

• Moellers motioned to approve 1st Reading & Adopt ordinance #148, City Budgets; Kruger seconded it and it was approved. Smit motioned to waive the 2nd reading; Moellers seconded it and it was approved. Smit motioned to waive the 3rd reading; Kruger seconded it and it was approved.

• Smit motioned to approve 1st Reading & Adopt ordinance #149, Animal Regulation; Moellers seconded it and it was approved. Mulford motioned to waive the 2nd reading; Moellers seconded it and it was approved. Kruger motioned to waive the 3rd reading; Smit seconded it and it was approved.

• Smit motioned to approve 1st Reading & Adopt ordinance #150, Abandoned Vehicles; Kruger seconded it and it was approved. Showalter motioned to waive the 2nd reading; Moellers seconded it and it was approved. Kruger motioned to waive the 3rd reading; Mulford seconded it and it was approved.

• Moellers motioned to approve 1st Reading & Adopt ordinance #151, Alcoholic Beverage Control; Kruger seconded it and it was approved.

Smit motioned to waive the 2nd reading; Kruger seconded it and it was approved. Kruger motioned to waive the 3rd reading; Showalter seconded it and it was approved.

• Moellers motioned to approve 1st Reading & Adopt ordinance #152, Tobacco Regulations; Smit seconded it and it was approved. Kruger motioned to waive the 2nd reading; Moellers seconded it and it was approved. Smit motioned to waive the 3rd reading; Moellers seconded it and it was approved.

• Smit motioned to approve 1st Reading & Adopt ordinance #153, Conflict of Interest; Showalter seconded it and it was approved. Mulford motioned to waive the 2nd reading; Moellers seconded it and it was approved. Kruger motioned to waive the 3rd reading; Moellers seconded it and it was approved.

• Smit motioned to approve 1st Reading & Adopt ordinance #154, Failure to Assist; Kruger seconded it and it was approved. Mulford motioned to waive the 2nd reading; Kruger seconded it and it was approved. Moellers motioned to waive the 3rd reading; Mulford seconded it and it was approved.

• Showalter motioned to approve 1st Reading & Adopt ordinance #155, Business Operated by a Minor; Kruger seconded it and it was approved. Smit motioned to waive the 2nd reading; Kruger seconded it and it was approved. Kruger motioned to waive the 3rd reading; Moellers seconded it and it was approved.

• Smit motioned to approve 1st Reading & Adopt ordinance #156, Simple Misdemeanor Fine; Showalter seconded it and it was approved. Mulford motioned to waive the 2nd reading; Kruger seconded it and it was approved. Moellers motioned to waive the 3rd reading; Mulford seconded it and it was approved.

• Kruger motioned to approve 1st Reading & Adopt ordinance #157, Disorderly Conduct; Kruger seconded it and it was approved. Showalter motioned to waive the 2nd reading; Kruger seconded it and it was approved. Mulford motioned to waive the 3rd reading; Kruger seconded it and it was approved.

• Kruger motioned to approve 1st

Reading & Adopt ordinance #158, Interference with Official Acts; Moellers seconded it and it was approved. Mulford motioned to waive the 2nd reading; Smit seconded it and it was approved. Showalter motioned to waive the 3rd reading; Mulford seconded it and it was approved.

• The council reviewed new ordinance 159, Parking in Yards. This will not move forward for approval.

• The council reviewed new ordinance 160 & 161, Stop or Yield Required. This will come back the next meeting for approval.

Council Comments – None. Mulford motioned to adjourn, Smit seconded the motion and it passed. Adjournment at 8:53p.m.

Ashley L. Francis, City Clerk  
Scott Sanders, Mayor  
Bills to be Paid for March 2022  
Vendor, Description .....Amount  
AgSource Laboratories, Testing ..... \$680.00  
Barco, New signs..... \$1,037.36  
Brown Supply Co, Water Supplies ..... \$288.00  
Card Services, Supplies...\$3,377.01  
Craighton Electric, Electrical-City Shed, Lagoon, Fuel Shed, Pump House.....\$4,862.10  
Compass Business Solutions, Water bill paper.....\$779.79  
Consolidated, gas/diesel ... \$530.46  
Fahrmann Heating & Plumbing, CH moving a/c.....\$1,200.00  
Floyd & Leonard, FD Rescue Saw ..... \$47.60  
Franklin REC, Cemetery Utilities - February.....\$242.97  
Frontier Communications, FD & PW Utilities - January .....\$327.93  
Great American Financial, Copier Lease .....\$121.30  
Hampton Hardware, Street supplies.....\$38.43  
Harlowe Ray Massee Post 277, flags .....\$250.00  
Hawkins, chemicals ..... \$1,660.48  
Iowa Department of Public Health, Pool License .....\$105.00  
Iowa Parks & Recreation Association, Pool Certifications ... \$680.00  
Iowa Prison Industries, Signs .....\$61.00  
Iowa One Call, One Calls ...\$50.40  
Jon's Auto & Truck Repair, PW Battery.....\$179.95  
Jon Thomas, PD - Office Supplies .

Marc Mid-American Research Chemical, supplies..... \$15.34  
Mediacom, City Hall Utilities-February .....\$226.31  
Menards, supplies .....\$250.85  
Mid American Publishing Corp., Publications.....\$359.93  
MidAmerican Energy, Utilities - February.....\$11,779.21  
Municipal Supply, Inc, Radio Read.

al .....\$3,500.40  
Norma Mittelstadt, Refund Rental Deposit.....\$120.00  
NuWay-K&H Cooperative, Cemetery - LP .....\$73.13  
Office Elements, Supplies ... \$11.88  
Payroll, February Payroll.....

.....\$34,930.57  
Payton Plagge, February Snow removal .....\$147.38  
Quality Pump & Control, Lift Station .....\$459.00  
Sheffield Tire & Auto, Snow removal .....\$300.00  
T-Mobile, Burn Site Camera - March .....\$15.00  
T-Mobile, PD Phones Jan & Feb .....\$162.89  
United Bank & Trust, February Banking Fees.....\$20.00  
United Bank & Trust, 2022 NACHA Fees .....\$50.00  
US Cellular, PW Cellphone Jan & Feb.....\$251.58  
Visu-Sewer, Clean Lift Stations .....\$600.00  
Visu-Sewer, Clean & Televised Clevelan/N 3rd St.....\$1,815.00  
Total.....\$71,684.15

**Revenues for February 2022**  
General.....\$14,949.09  
Road Use Tax .....\$20,346.41  
Employee Benefits.....\$409.67  
Capital Improvement Funds .....\$15.29  
Debt Service Fund.....\$82.42  
Water .....\$11,561.78  
Storm Water .....\$20,588.43  
Storm Water Fund .....\$1,015.76  
Total.....\$68,963.04

**Expenditures for February 2022**  
General.....\$23,905.73  
Road Use Tax .....\$8,746.41  
Employee Benefits.....\$7,967.79  
Water .....\$14,015.31  
Sewer .....\$10,974.72  
Storm Water Fund .....\$825.86  
Total.....\$66,435.82

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