

Jasper County, Iowa

Joe Brock

Denny Carpenter

Dennis Stevenson



**Board of Supervisors
Courthouse
PO Box 944
Newton IA 50208
Phone 641-792-7016
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JASPER COUNTY BOARD OF SUPERVISORS AGENDA

www.co.jasper.ia.us

December 23, 2014

9:30 a.m.

- Item 1 Community Services – Jody Eaton**
 - a) Central Iowa Community Services (CICS) Update**

- Item 2 HIPAA – Ryan and Jody Eaton**
 - a) Authorize Privacy Officer or Security Officer to sign Business Associate Agreements**

- Item 3 Human Resources – Dennis Simon**
 - a) Employee hiring resolution for a PT Transport Officer**

- Item 4 Treasurer – Doug Bishop**
 - a) Cancellation of outstanding Treasurers checks**
 - b) Approval of Treasurers November balance sheets**

- Item 5 Approval of Transfer Orders #1337**

- Item 6 Approval of Board of Supervisors minutes for 12/16/2014**

- Item 7 Board Appointments**

PUBLIC INPUT & COMMENTS

NEXT SCHEDULED MEETING WILL BE HELD JANUARY 2, 2015

Resolution 14-

WHEREAS, a position vacancy has been approved for the following appointment by the Board of Supervisors through the Personnel Requisition Process.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors approves and certifies the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Sheriff Office	Part-time Transport Officer	Monte Marchant	\$12.64	R29 / Step 1 Hourly Non-Bargaining	12/22/14

Part-time positions will not be eligible for County benefits.

Resolution adopted this 23rd day of December, 2014

Joseph Brock, Chairman

Attest:

Dennis Parrott, Auditor

RECORDED IN BOARD OF SUPERVISORS MINUTES
BOOK 20 12/23/14 PAGE

Office of
Jasper County Treasurer

Doug Bishop

PO Box 1387
Newton, Ia 50208
641-792-7731
dbishop@co.jasper.ia.us

Jasper County Board of Supervisors; Please cancel the following Treasurers checks as directed in Iowa code section 331.554.6

Outstanding checks prior to December 20 2013

CK #	AMOUNT
13072	\$6.00
13138	\$35.50
13276	\$8.00
13287	\$10.00
13297	\$5.00
13333	\$5.00
13386	\$122.00
13400	\$31.00
13401	\$5.00
13406	\$25.00
13416	\$105.00
13554	\$25.00
13618	\$12.00
13784	\$6.00
13956	\$6.00
14045	\$5.00
14092	\$5.00
14154	\$27.00
14279	\$10.00
14616	\$5.00
14642	\$23.50
14773	\$7.50
14890	\$5.00
14945	\$18.00
14967	\$20.00
Total	\$532.50

WED NOV 26 2014

	BEG BAL	DEPOSITS			DEBITS		END BAL
GREAT SOUTHERN	5,090,961.53	75,441.92	TAX	70,382.40	12,552.72	CKS WRITTEN	5,153,850.73
			WEB/CC	392.00		AUDITOR	1156.85
				4,667.52			11,395.87
BANK IOWA	516,778.56			75,441.92			12,552.72
1ST NNB	17,535.09						516,778.56
LASKOT TRUST	12,000.00						17,535.09
COMMUNITY BANK	4,088,722.10						12,000.00
CD MEMORIAL PARK CEM	47,895.13						4,088,722.10
1ST STATE BK COLFAX	1,858,982.49						47,895.13
1ST STATE BK COLFAX CD	0.00						1,858,982.49
STATE SVGS BK BAXTER	252,158.91						0.00
STATE SAVINGS BAXTER CD	0.00						252,158.91
GREAT WESTERN	2,239,384.61						0.00
FIRST STATE BK LYNNVILLE	3,100,949.89						2,239,384.61
1ST ST BANK LYNNVILLE CD	0.00						3,100,949.89
							0.00
							0.00
GREAT SOUTHERN AUDITOR	445,703.25	11,395.87			17,126.37		439,972.75
TOTALS	17,671,071.56						17,728,230.26

14-Nov	Account Number	Bank	Balance 11/30/2014	Investments	Add: Deposits in Transit	Add: NSF Checks	Web & OP Intransit	Other	Less: Outstanding Checks	Less: Unrecorded Interest	Treasurer's Balance 11/30/2014	Unrecorded Interest	
												Traced to Misc. Receipt	Fund
		Great Southern Bank											
	3908454179	Tax Account	5,283,497.68		105,707.74		4,059.00	(59,035.17)	(4,746.48)	(984.05)	5,328,498.72		
	3908454241	Auditor Account	446,574.49					(8,498.30)		(103.24)	439,972.75		
	116580	Checking											
	3908464233	Auto Account	602,669.59		38,211.03	79.00				(140.92)	640,818.70		
	3848	CD											
		First Newton National Bank											
	830313	Tax Account	17,535.48							(0.40)	17,535.09		
	277727	Auditor Account											
	830445	FSA Account	70,838.20								70,838.20		
		First State Bank Lynnville											
	88702	Checking Account											
	385708	Super Savings	3,101,714.60							(764.71)	3,100,949.89		
	0043-145-2												
		First State Bank of Colfax											
	1754333	Money Market Cash											
	1754333	Money Market Cash	1,860,510.42							(1,527.93)	1,858,982.49		
		CD											
		Exchange State Bank											
		CD											
		Community State Bank											
	110624		4,091,242.55							(2,520.45)	4,088,722.10		
	130253												
		Bank Iowa											
	3003639	CD	516,863.51							(84.95)	516,778.56		
	18562	CD											
	4797	CD											
		CD (Memorial Park)									47,895.13		
	23892												
		Great Western Bank											
	452716870	Property Tax Acct Newton	2,239,844.76							(480.15)	2,239,364.61		
	15488	CD											
		State Savings Bank Baxter											
	440418	Super Checking	252,221.09							(62.18)	252,158.91		
		CD											
		Iowa Public Agency Investment Trust											
		General											
		Leskot Bonds	12,000.00								12,000.00		
		Cash Inventory per Supervisors Cash Count	59,895.13		143,918.77	79.00	4,059.00	(67,533.67)	(4,746.48)	(6,648.98)	18,614,535.15		
		Cash and checks on hand									2,200.00		
											18,616,735.15		
		Drivers License due State											
											18,616,735.15		
											10,953.00		
											18,627,688.15		
		Amount per semi-annual											
		Cash Items - Long									(18,627,688.15)		

STATE OF IOWA
Jasper County

TRANSFER ORDER

\$87,490.56

Newton, Iowa, December 19, 2014

Doug Bishop, Treasurer, Jasper County, Iowa

Transfer Eighty seven thousand four hundred ninety dollars and 56/100***dollars

From: Various Funds
(See list below)

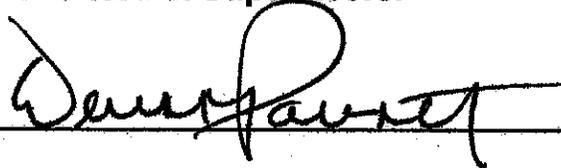
To: Various Funds
(See list below)

xxxx-99-0051-000-81400

xxxx-4-99-0051-904000

Account of: Reallocate Bond Proceeds

By Order of Board of Supervisors.



Auditor

NO. 1337

Deputy

From Fund	To Fund	Amount	
1505 - Annex Building Capital Project Fund	1500 - Courthouse Capital Projects Fund	\$	33,972.18
1505 - Annex Building Capital Project Fund	1517 - Community Center Capital Project Fund	\$	1,078.62
1555 - Monroe-Prairie City Trail Cap Proj Fund	0001- General Basic	\$	52,439.76
		\$	<u>87,490.56</u>

This transfer will reallocate bond proceeds the County received for various County capitol projects, per State Auditor request.

Tuesday, December 16, 2014 the Jasper County Board of Supervisors met in regular session at 9:30 a.m. with Supervisors Brock, Stevenson and Carpenter present and accounted for; Chairman Brock presiding.

Bob O'Brien and Angie Taylor asked the Supervisors to approve the use of Courthouse grounds for the 2015 Weekend Pitstop and Thunder Nights events.

Motion by Carpenter, seconded by Stevenson to approve the use of the Courthouse lawn for the Thunder Nights events scheduled for the 2nd Friday in the months of May through September and the Weekend Pitstop event for the 2nd Saturday in the months of May through September.

YEA: STEVENSON, CARPENTER, BROCK

Human Resources Director, Dennis Simon asked the Board to approve the hiring of an Assistant County Attorney, a Deputy Recorder, approve the creation of a Veteran's Affairs Clerk position and approve the standard mileage rates for employee travel while on County business.

Motion by Stevenson, seconded by Carpenter to adopt Resolution 14-56, a hiring resolution certifying the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
County Attorney	Assistant Attorney	Jonathan Noble	\$76,349	Range 23 Step 1	12/23/14

YEA: CARPENTER, STEVENSON, BROCK

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Carpenter, seconded by Stevenson to adopt Resolution 14-57, a hiring resolution certifying the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Recorder	Deputy Recorder	Pamela Keenan	\$49,884.75	75% of Recorder's salary (\$66,513.00)	01/02/15

YEA: STEVENSON, CARPENTER, BROCK

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Stevenson, seconded by Brock to table agenda item 2c) Resolution Creating PT Veterans Affairs Clerk Position.

YEA: CARPENTER, BROCK, STEVENSON

Motion by Carpenter, seconded by Stevenson to approve standard mileage rates effective January 1, 2015 for employees using their own vehicle to travel on County business at 57.5 cents per mile, which is the IRS rate.

YEA: STEVENSON, CARPENTER, BROCK

Elderly Nutrition Director, Kelli Van Manen, asked the Supervisors for permission to begin using a deposable tray system for serving meals. The new trays would assist the Congregate Meals program with sanitation issues, give the program more flexibility in providing meals and save on staffing costs. Currently

all hard trays must be delivered, picked up and cleaned each day. The cost of the disposable trays is about 21 cents apiece.

Motion by Stevenson, seconded by Carpenter to approve the move to disposable trays for the Congregate Meals program.

YEA: CARPENTER, STEVENSON, BROCK

Motion by Carpenter, seconded by Stevenson to adopt Resolution 14-58 declaring that No posting, displaying or exhibition of any kind shall be placed on County property without the permission of the Jasper County Board of Supervisors.

YEA: STEVENSON, BROCK, CARPENTER

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Stevenson, seconded by Carpenter to approve the Recorder's Monthly Report of fees collected for the period beginning November 1, 2014 and ending November 30, 2014.

YEA: CARPENTER, STEVENSON, BROCK

Motion by Carpenter, seconded by Stevenson to approve Board of Supervisors' minutes for December 9, 2014.

YEA: STEVENSON, CARPENTER, BROCK

There were no Board appointments.

Motion by Carpenter, seconded by Stevenson to adjourn the Tuesday, December 16, 2014 meeting of the Jasper County Board of Supervisors.

YEA: STEVENSON, CARPENTER, BROCK

Dennis Parrott, Auditor

Joe Brock, Chairman