

Jasper County, Iowa

Denny Carpenter

Doug Cupples

Brandon Talsma



Board of Supervisors

Courthouse

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JASPER COUNTY BOARD OF SUPERVISORS MEETING AGENDA

www.jasperia.org

September 15, 2020

9:30 a.m.

Pledge of Allegiance



- Item 1 **Sheriff John Halferty**
 - a) GTSB Annual Contract
- Item 2 **Newton SSMID – Craig Armstrong**
 - b) Trash Receptacles on Courthouse Sidewalk
- Item 3 **Approval of Recorder’s Monthly report for August 2020**
- Item 4 **Approval of Claims paid through 9/15/2020**
- Item 5 **Approval of Board of Supervisors minutes for 9/08/20**
- Item 6 **Board Appointments**
- Item 7 **Employee Evaluation – Russ Stutt**

PUBLIC INPUT & COMMENTS

8:00 AM **Canvass of the Baxter School Special Election Held 09/08/2020**

M E M O R A N D U M



Governor's Traffic Safety Bureau

TO: FFY 2021 Highway Safety Contractor

FROM: Crystal Young, Grants Administrator
Governor's Traffic Safety Bureau

SUBJECT: Signing of Highway Safety Contracts

Enclosed are 2 copies of your FFY 2021 highway safety contract with the Governor's Traffic Safety Bureau. **Please read and follow these instructions:**

1. Check the contract to verify that it is accurate. Pay special attention to the Transmit Contract Information on Page 1 and the persons listed in Articles 5.2 and 6.0 as well as Article 12.0 (Budget). *If changes are needed, please call me at 515-725-6126 or send the correct information to cyoung@dps.state.ia.us immediately.*
2. Have both copies of your contract signed and dated by the appropriate person in your agency (usually the Chief, Sheriff or Head of the Agency).
3. **RETURN THE FOLLOWING BY OCTOBER 1st, 2020** to
Governor's Traffic Safety Bureau
215 East 7th Street
Des Moines, IA 50319-0248.
 - ✓ One signed copy of the contract. *The other is for you to keep.*
 - ✓ Federal Accountability form (if applicable you will have it in your packet)

A notification will be sent via e-mail to the contact listed on Page 1 as soon as the new grant is available in Iowa Grants. All of the forms needed to manage your contract, along with instructions, can be found in Iowa Grants under the "Program Documents" link. **Do NOT use forms from the previous year.** *Also, it is very important that you keep me updated on the correct e-mail address for your contact since important information, reminders and notifications will be e-mailed.*

Reimbursement claims must be submitted online through www.iowagrants.gov. **Claims must be submitted within 90 days of the expense being paid by the Contractor.** Activity reports must be submitted via Iowa Grants as a Status Report to your Program Administrator on a monthly basis (even if there is no GTSB activity). Instructions for submitting claims and activity reports online will be sent when the grant is open in Iowa Grants.

Your contract is effective October 1, 2020. If equipment is ordered prior to that date, we will not be able to reimburse your agency for it. Quotes must be submitted to your PA for equipment with a purchase price of more than \$4,000. If equipment and its essential components total more than \$5000, the contractor must obtain a signed letter of approval from GTSB before they can purchase the equipment, regardless of the reimbursement amount for the equipment. Failure to secure prior approval will result in the contractor being responsible for the cost of the equipment purchase, retroactive approval from NHTSA is not an option.

WHAT'S NEW FOR FFY 2021!!

Equipment Purchases

Beginning FFY2021, each agency will be required to **submit a quote on Iowa Grants in the Inventory Quote form (status reports) for all in-car camera(s) and any equipment purchases over \$4,000**. This includes, but is not limited to, in-car video cameras and their components, speed trailers and TruCam lidars. The quote must include all essential items and costs associated with the purchase, including shipping, taxes, activation fees, license fees, etc. GTSB will obtain the necessary approval from NHTSA. The quote must be approved by the Program Administrator (PA) before the agency purchases the equipment. The quote needs to match the invoice exactly. This change is needed to ensure proper approvals for equipment over \$5,000 are obtained **prior to purchase** in accordance with 23 CFR 1300.31.

Reminder: Equipment must be in the possession of the agency by July 31. If the invoice is dated between June 25 – July 5, the packing slip or other proof of delivery must additionally be submitted with the claim.

Monthly Activity Reports

Monthly activity reports will be submitted online in Iowa Grants in the status report section. This is similar to the sSTEP wave activity report. A new report will be added internally each month. The due date continues to be the 15 of the following month of the generated activity i.e. January report is due February 15. Reminder notices will be delivered to the agency contact(s) via Iowa Grants email.

Instructions for submitting online activity reports will be available on Iowa Grants in the program document section.

Additional Iowa Grants Enhancements

Other reports submitted in the status report section will include the seat belt survey; inventory quote; travel request; and special project reports (including nighttime seat belt activity report; pedestrian safety activity report, etc). While the seat belt survey will be created internally for those agencies required to complete the report, each agency can create the inventory quote, travel request and special project reports as necessary.

In the contract amendment section, the agency will submit contract/budget revisions. Letters to request changes to the budget or key personnel listed in paragraph 5.2 or 6.0 of the contract will be uploaded in this section. Once the change has been approved, the amended contract will be uploaded in program documents.

Any important correspondence pertaining to the grant, will be uploaded in the correspondence section on Iowa Grants.

The site visits section on Iowa Grants will be utilized to document GTSB's monitoring visit. The PA will complete the appropriate documentation and the agency will be required to acknowledge the information upon completion of the meeting.

Claim Submission

The claim submission has been expanded to include the current overtime spreadsheet, HSP-2, travel reimbursement and all equipment forms. The agency will continue to upload paystubs and other supporting documentation to the appropriate claim section.

Disposal of equipment will be recorded in the equipment accountability report. Any time the agency disposes of GTSB funded equipment, please complete the applicable information in this section.

Webinar training will be available soon. As always, please contact your PA for any assistance.

**GOVERNOR'S TRAFFIC SAFETY BUREAU
IOWA DEPARTMENT OF PUBLIC SAFETY**

CONTRACT NUMBER: State and Community Highway Safety Grant
PAP 21-402-M0AL, Task 07-00-00

ISSUING AGENCY: DPS/Governor's Traffic Safety Bureau

PROJECT CONTRACTOR: Jasper County Sheriff's Office

PROJECT BUDGET: Highway Safety Funded Amount: \$15,450.00

AGENCY/LAW/SOURCE: National Highway Traffic Safety Administration (NHTSA)
Public Law 114-94, Section 402

DUNS # 86-836-9281

Submit Reimbursement Claims To:

Todd Olmstead, Program Administrator
Governor's Traffic Safety Bureau
215 East 7th Street, 3rd Floor
Des Moines, Iowa 50319-0248

Issue Payment To:

Jasper County Sheriff's Office
2300 Law Center Drive
Newton, Iowa 50208

Submit Reports To:

Todd Olmstead, Program Administrator
Governor's Traffic Safety Bureau
215 East 7th Street, 3rd Floor
Des Moines, Iowa 50319-0248
515-725-6122, FAX 515-725-6133

Transmit Contract Information To:

Sergeant Michael Gunsaulus
Jasper County Sheriff's Office
2300 Law Center Drive
Newton, Iowa 50208
641-792-5912, FAX 641-792-4202

The Contractor agrees to furnish and deliver all products and perform all services set forth in the attached Special Conditions for the consideration stated herein. The rights and obligations of the parties to this contract will be subject to and governed by the Special Conditions and the General Conditions. To the extent that any specifications or other conditions which are made a part of this contract by reference or otherwise conflict, the Special Conditions and the General Conditions will control. To the extent that any inconsistency between the Special Conditions and the General Conditions exists, the Special Conditions will control. When approved, the instrument becomes a contract to accomplish the provisions contained within the Fiscal Year 2021 Highway Safety Plan, State and Community Highway Safety Grant 21-402-M0AL, Task 07-00-00, and thereby constitutes an official program with the Governor's Traffic Safety Bureau. This activity meets the requirements of Public Law 114-94 and the requirements set forth in the Governor's Traffic Safety Bureau Procedures Manual, as amended.

IN WITNESS THEREOF, the parties hereto have executed this contract on the day and year last specified below.

CONTRACTOR:

By _____ Date: _____

ISSUING AGENCY:

By Patrick J. Hoye Date: 08-21-2020
Patrick J. Hoye, Bureau Chief

Effective Date: 10/01/20 Expiration Date: 09/30/21

SPECIAL CONDITIONS

Article 1.0 Identification of Parties. This Contract is entered into by and between the Iowa Department of Public Safety/Governor's Traffic Safety Bureau (hereafter referred to as DPS/GTSB) and the Jasper County Sheriff's Office (hereinafter referred to as Contractor).

Article 2.0. Statement of Purpose.

WHEREAS, the Highway Safety Plan is the tool for developing and improving overall safety capabilities; improving the program management and decision-making capabilities of safety officials; addressing special problems or opportunities; and providing a coordination mechanism for the purpose of reducing traffic-related property damage, personal injury and fatal crashes, and

WHEREAS, the DPS/GTSB has been designated to administer the State and Community Highway Safety Programs established under Section 402 of the Fixing America's Surface Transportation Act, as amended, and

WHEREAS, the Contractor has the necessary ability to develop and carry out a portion of that Highway Safety Plan,

THEREFORE, the parties hereto do agree as follows:

Article 3.0 Area Covered. The Contractor will perform all the work and services required under this Contract in connection with and respecting the following areas:

County of Jasper, Iowa and other jurisdiction(s) authorized by a shared enforcement agreement.

Article 4.0 Reports and Products. The Contractor will submit the following reports and products:

- 4.1 A Claim for Reimbursement form, documentation and, if applicable, an Equipment Accountability Report form for reimbursement within 90 days of the expense being paid by the Contractor with the exception of the final claim which is due into the DPS/GTSB office no later than November 15, 2021.
- 4.2 A cumulative final report due November 1, 2021 covering accomplishments of Statement of Work and Services.
- 4.3 Any reports and products deemed prudent by the Issuing Agency or Contractor.
- 4.4 A copy of all audit reports within 30 days of completion of said audit.
- 4.5 Monthly activity reports due the 15th of the following month on forms provided by the DPS/GTSB that quantify project activities as well as total departmental effort.

Article 5.0 Designation of Officials.

- 5.1 DPS/GTSB - The Governor's Representative for Highway Safety and the Director of the Governor's Traffic Safety Bureau are the only persons authorized to execute and approve any changes in terms, conditions, or amounts specified in this Contract.
- 5.2 Contractor Designee, Sheriff John Halferty, is designated to approve in writing, on behalf of the Contractor, the Claim for Reimbursement and any negotiated changes in this Contract.

Article 6.0 Key Personnel. The Contractor hereby assigns the duties and responsibilities of project administration to Sergeant Michael Gunsaulus, representing the Contractor in this agreement.

Article 7.0 Time of Performance. The services of the Contractor will commence on or after the effective date stipulated on the signature page and will be completed before or by the expiration date.

Article 8.0 Modification of General Conditions. None.

Article 9.0 Additional Special Conditions.

- 9.1 Expense Documentation. The Contractor will document the expenditure of such funds authorized as eligible for reimbursement in accordance with the conditions of this Contract upon submission of the Claim and, for equipment, the Equipment Accountability Report as supplied by the DPS/GTSB.
- 9.2 Policies and Procedures. The Contractor will comply with all policies and procedures contained in the Iowa DPS/GTSB Policies and Procedures Manual, as amended, including appropriate attachments provided by the DPS/GTSB in accordance with Section 402 of the Fixing America's Surface Transportation Act, and the Iowa Administrative Code, Section 661, Chapter 20.
- 9.3 Copyrights. The Federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Federal Government purposes:
 - a. The copyright in any work developed under a grant, sub-grant, or contract under a grant or sub-grant; and
 - b. Any rights of copyright to which a grantee, sub grantee or a contractor purchases ownership with grant support.
- 9.4 Debarred, Suspended and Ineligible Status. The Contractor certifies that the Contractor and/or any of its subcontractors have not been debarred, suspended or declared ineligible by any agency of the State of Iowa or as defined in the Federal Acquisition Regulation (FAR) 48 C.F.R. Ch.1 Subpart 9.4. The Contractor will immediately notify the DPS/GTSB if the Contractor is debarred by the State or placed on the Consolidated List of Debarred, Suspended and Ineligible Contractors by a federal entity.
- 9.5 Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes 23 CFR 1300.31.
 - a. *Title.* Except as provided in paragraphs (e) and (f) of this section, title to equipment acquired under 23 U.S.C. Chapter 4 and Section 1906 will vest upon acquisition in the State or its subrecipient, as appropriate, subject to the conditions in paragraphs (b) through (d) of this section.
 - b. *Use.* All equipment shall be used for the originally authorized grant purposes for as long as needed for those purposes, as determined by the Regional Administrator, and neither the State nor any of its subrecipients or contractors shall encumber the title or interest while such need exists.
 - c. *Management and disposition.* Subject to the requirements of paragraphs (b), (d), (e), and (f) of this section, States and their subrecipients and contractors shall manage and dispose of equipment acquired under 23 U.S.C. Chapter 4 and Section 1906 in accordance with State laws and procedures.

- d. *Purchases and dispositions.* Contractors shall receive prior written approval for all in-car camera purchases and any equipment purchases over \$5,000 from GTSB by submitting a quote from the vendor for the equipment to verify the acquisition price. GTSB will determine if further approval is required from NHTSA based on the acquisition price on the quote. Claims for equipment submitted by the Contractor must match the quote exactly which was approved by GTSB. GTSB considers equipment purchased using federal funds to have a useful life expectancy of at least a 5 years minimum unless documentation is provided to the contrary.
- 1) Equipment with a useful life of more than one year and an acquisition cost of \$5,000 or more shall be subject to the following requirements:
 - i. Purchases shall receive prior written approval from GTSB and NHTSA. Failure to secure prior approval will result in the contractor being responsible for the cost of the equipment purchase; retroactive approval from NHTSA is not an option.
 - ii. Dispositions shall receive prior written approval from NHTSA unless the equipment has exceeded its useful life as determined by GTSB policy.
 - 2) Equipment with a useful life of more than one year and an acquisition cost of less than \$5,000 shall be subject to the following requirements:
 - i. Dispositions shall be reported to GTSB.
 - ii. Equipment destroyed during its useful life shall be replaced by the department. The department will notify GTSB of the date the equipment was rendered unusable and the replacement information to include: manufacturer, date equipment was received, serial number and a photo with serial number.
- e. *Right to transfer title.* The Regional Administrator may reserve the right to transfer title to equipment acquired under this part to the Federal Government or to a third party when such third party is eligible under Federal statute. Any such transfer shall be subject to the following requirements:
- 1) The equipment shall be identified in the grant or otherwise made known to the State in writing;
 - 2) The Regional Administrator shall issue disposition instructions within 120 calendar days after the equipment is determined to be no longer needed for highway safety purposes, in the absence of which the State shall follow the applicable procedures in 2 CFR parts 200 and 1201.
- f. *Federally-owned equipment.* In the event a State or its subrecipient is provided federally-owned equipment:
- 1) Title shall remain vested in the Federal Government;
 - 2) Management shall be in accordance with Federal rules and procedures, and an annual inventory listing shall be submitted by the State;
 - 3) The State or its subrecipient shall request disposition instructions from the Regional Administrator when the item is no longer needed for highway safety purposes.
 - 4) DPS/GTSB does not allow equipment purchased using federal funds to be sold without written prior approval from GTSB.

9.6 Nondiscrimination - The Contractor will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d *et seq.*, 78 stat. 252) which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Federal-Aid Highway Act of 1973, (23 U.S.C. 324 *et seq.*) and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794) and the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101, *et seq.*; PL 101-336), which prohibits discrimination on the basis of disabilities (and 49 CFR

Part 27); (d) The Age Discrimination Act of 1975, as amended (42 U.S.C. 6101 *et seq.*), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970(P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse of alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 *et seq.*), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), that prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects; (j) The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), which broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not; (k) Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing (and 49 CFR parts 37 and 38); (l) Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations which prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; (m) Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency that guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100); (n) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; The Civil Rights Restoration Act of 1987, which provides that any portion of a state or local entity receiving federal funds will obligate all programs or activities of that entity to comply with these civil rights laws; and, (o) the requirements of any other nondiscrimination statute(s) which may apply.

- 9.7 Buy America Act. The Contractor will comply with the provisions of the Buy America Act (23 U.S.C. 313) which contains the following requirements: Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.
- 9.8 Political Activity (Hatch Act). The Contractor will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds. As such, the Contractor will not subcontract with any agency to conduct DPS/GTSB contract-related activities.
- 9.9 Lobbying Restrictions. None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor

or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

- 9.10 Federal Lobbying. The undersigned certifies, to the best of his or her knowledge and belief, that:
- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
 - b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
 - c. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers) including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

- 9.11 Prohibition on Using Grant Funds to Check for Helmet Usage. The Contractor will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

Article 10.0 Conditions of Payment.

- 10.1 Maximum Payments. It is expressly understood and agreed the maximum amount to be paid to the Contractor by the DPS/GTSB for any item of work or service will be the amount specified under Article 12.0 subject to Article 11.0 herein. It is further understood and agreed the total of all payments to the Contractor by the DPS/GTSB for all work and services required under this Contract will not exceed \$15,450.00 unless modified by written amendment of this Contract as provided in Section 1.0 of the General Conditions.
- 10.2 Claim for Reimbursement. All payments to the Contractor will be subject to the DPS/GTSB's receipt of a Claim and documentation. If claiming equipment, an Equipment Accountability Report must also be submitted. The Contractor must perform services and receive merchandise between the effective dates of the contract and pay for expenses prior to submitting the claim for reimbursement. A

Claim will be submitted on a form provided by the DPS/GTSB. No payments will be made if required reports are more than two months past due unless approved by the DPS/GTSB Director.

10.3 Receipt of Federal Funds.

- a. All payments hereunder will be subject to the receipt of federal funds by the DPS/GTSB. The termination, reduction, or delay of federal funds to the DPS/GTSB may be reflected by a corresponding modification to the conditions of this Contract.
- b. Notwithstanding any other provisions of this Contract, if funds anticipated for the continued fulfillment of this Contract are at any time not forthcoming or insufficient, either through failure of the State of Iowa to appropriate funds, discontinuance or material alteration of the program for which funds were provided, the DPS/GTSB will have the right to terminate this Contract without penalty by giving not less than thirty (30) days written notice documenting the lack of funding, discontinuance or program alteration. Unless otherwise agreed to by the parties, the Contract will become null and void on the last day of the fiscal year for which appropriations were received, except that if an appropriation to cover cost of this Contract becomes available within sixty (60) days subsequent to termination under this clause, the DPS/GTSB agrees to re-enter a Contract with the terminated Contractor under the same provisions, terms and conditions as the original Contract.
- c. In the event of termination of this Contract due to non-appropriation, the exclusive, sole and complete remedy of Contractor will be payment for services rendered prior to termination.

10.4 Non-Performance Termination. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligation under this contract, or if the Contractor shall violate any of the agreements or stipulations of this contract, the DPS/GTSB shall thereupon have the right to terminate this contract and withhold further payment of any kind by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least thirty (30) days before such date. The DPS/GTSB shall be the sole arbitrator of whether the Contractor or its subcontractor is performing its work in a proper manner with reference to the quality of work performed by the Contractor or its subcontractor under the provisions of this contract. The Contractor and the DPS/GTSB further agree that this contract may be terminated by either party by giving written notice of such termination and specifying the effective date thereof, at least thirty (30) days before such date.

10.5 The Contractor will arrange for a single audit to be performed in accordance with 2 CFR 200 when, as a non-federal entity, the Contractor receives \$750,000.00 or more in federal funds. The federal agency, National Highway Traffic Safety Administration, Department of Transportation, passes funds through the Department of Public Safety, Governor's Traffic Safety Bureau. The Catalog of Federal Domestic Assistance (CFDA) number 20.600 applies to State & Community Highway Safety Grants. A copy of the audit report will be submitted to the DPS/GTSB within thirty (30) days after the completion of the audit.

Article 11.0 Statement of Work and Services. The Contractor will perform in a satisfactory and proper manner, as determined by the DPS/GTSB the following work and services:

11.1 The Contract will be monitored by the National Highway Traffic Safety Administration (NHTSA) and the DPS/GTSB. All records and documents pertaining to the project are subject to auditing and evaluation by those agencies or their designees.

- 11.2 The Contractor will absorb all costs not contained in this contract.
- 11.3 The project will be evaluated on all items contained in the Statement of Work and Services and the Budget.
- 11.4 There will be no change in the Statement of Work and Services or Budget without prior written approval of the DPS/GTSB.
- 11.5 The Contractor will comply with all requirements contained within the Policies and Procedures Manual of the DPS/GTSB.
- 11.6 All documents relative to fiscal claims will be maintained in the Contractor's office and will be available for review during regular office hours.
- 11.7 Staffing plan:
 - a. Deputies to conduct 125 hours of directed overtime enforcement.
- 11.8 Contract activities:
 - a. Conduct 125 overtime hours of high visibility traffic enforcement with a maximum effort directed at occupant restraint, impaired driving and excessive speed violations during times and at locations identified as high-risk, including at least two special traffic enforcement projects, one of which will be conducted at night and one a multi-jurisdictional project.
 - b. Conduct at least twelve public information/education activities aimed at improving driver safety behaviors.
 - c. Conduct and publicize results of two observational occupant protection surveys during March and August.
 - d. Purchase one NHTSA-approved TruCam lidar and utilize for speed enforcement.
 - e. Purchase one in-car video camera and one DPS-approved preliminary breath tester (PBT) and utilize for impaired driving-related traffic enforcement.
- 11.9 Key dates:
 - a. By November 15, 2020 and the 15th of each subsequent month through October 15, 2021, submit a monthly report as specified in Article 4.5.
 - b. By July 31, 2021, receive one TruCam lidar, one in-car video camera and one PBT as specified in Article 11.8(d) and (e).
 - c. By August 10, 2021, submit claim for expenses incurred through June 30, 2021.
 - d. By November 1, 2021, submit an annual report as specified in Article 4.2.
 - e. By November 15, 2021, submit final claim for reimbursement.
- 11.10 Objective/performance measures:
 - a. At least 125 hours of overtime enforcement conducted and all overtime and agency traffic enforcement contacts reported showing a sustained effort based on past performance.
 - b. Two special traffic enforcement projects completed and results reported.

- c. Twelve public information activities conducted and reported.
- d. Two occupant protection surveys completed and results publicized.
- e. One TruCam lidar, one in-car video camera and one PBT purchased and utilized.

Article 12.0 Project Budget.

	<u>Highway Safety Funds</u>
Personal Services	
Directed overtime enforcement	\$ 6,000.00
Equipment	
One TruCam lidar, one in-car video camera and one PBT	<u>\$ 9,450.00</u>
TOTAL	\$ 15,450.00

RECORDER'S MONTHLY REPORT
STATE OF IOWA, COUNTY OF JASPER

TO THE BOARD OF SUPERVISORS OF JASPER COUNTY:

I, Denise Allan, Recorder of the above named county and state do hereby certify that this is a true and correct statement of the fees collected by me in my office for the period of August 1, 2020 through August 31, 2020, and the same have been paid to the county Treasurer.

Denise Allan
Denise Allan, Jasper County Recorder

Date: Sept 4, 2020

Dennis Parrott, Jasper County Auditor

Recording Fees	0001-1-07-8110-400000	<u>\$8,380.00</u>	
	(+) E-File Recording Fees	<u>\$6,315.00</u>	<u>\$14,695.00</u>
Copies	0001-1-07-8110-400000		<u>\$250.00</u>
Mailing Fees	0001-1-07-8110-425000		<u>\$32.00</u>
Auditor's Trans	0001-1-07-9010-410000	<u>\$750.00</u>	
	(+) E-File Auditor Trans Fees	<u>\$265.00</u>	<u>\$1,015.00</u>
Co Trans Tax	0001-1-07-8110-404000	<u>\$2,807.28</u>	
	(+) E-File Trans Tax Fees	<u>\$1,864.76</u>	<u>\$4,672.04</u>
Over Payments	0001-4-07-0054-822000		<u>\$40.35</u>
ELSI Co Fees	0001-1-07-8110-403000		<u>\$159.00</u>
Co Boat Title	0001-1-22-6110-412000		<u>\$125.00</u>
Co Boat Lien	0001-1-07-8110-418000		<u>\$20.00</u>
Snow Title/Lien	0001-1-07-8110-401100		<u>\$0.00</u>
ATV/ORV Title/Lien	0001-1-07-8110-401200		<u>\$255.00</u>
Vital Cert Co	0001-1-07-8110-413000		<u>\$888.00</u>
Co ATV/UTV Permit	0001-1-07-8110-401300		<u>\$240.00</u>
Co Marriages	0001-1-07-8110-417000		<u>\$112.00</u>
Int Bank Acct	0001-4-07-0054-600000		<u>\$2.20</u>
Record Mgmt	0024-1-07-8110-414000	<u>\$388.00</u>	
	(+) E-File Record Mgmt Fees	<u>\$278.00</u>	<u>\$666.00</u>
E-Fees	5300-1-77-0500-416000	<u>\$388.00</u>	
	(+) E-File E-Fees	<u>\$278.00</u>	<u>\$666.00</u>
Misc Revenue Fees	0001-1-07-8110-849000		
Total County Fee Collected for <u>August 2020</u>			<u>\$23,837.59</u>

Denise Allan
County Recorder

Account Balance Report
From 8/1/2020 Through 8/31/2020

Jasper County, Iowa
101 1st St N Rm 205
Newton, IA 50208
(641) 792-5442

Account Number	Account Description	Revenue Totals				Charge Payment Totals			Drawer (1) + (2) + (3)
		Cash/Check (1)	Charge	Other Pay (2)	Sub Total	Cash/Check	Other Pay	Sub Total (3)	
01-01-01	Recording 0001-1-8110-4000-I	\$8,360.00	\$0.00	\$20.00	\$8,380.00	\$0.00	\$0.00	\$0.00	\$8,380.00
01-01-02	Recd Mgmt0024-1-8110-4140-	\$386.00	\$0.00	\$2.00	\$388.00	\$0.00	\$0.00	\$0.00	\$388.00
01-01-03	E-Fee 5300-1-0500-4160-77	\$386.00	\$0.00	\$2.00	\$388.00	\$0.00	\$0.00	\$0.00	\$388.00
01-02-00	Auditors 0001-1-9010-4100-07	\$745.00	\$0.00	\$5.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00
01-03-01	Co Tran Tax0001-1-8110-4040	\$2,807.28	\$0.00	\$0.00	\$2,807.28	\$0.00	\$0.00	\$0.00	\$2,807.28
01-03-02	State Tran Tax	\$13,467.12	\$0.00	\$0.00	\$13,467.12	\$0.00	\$0.00	\$0.00	\$13,467.12
01-05-02	Copies 0001-1-8110-4000-07	\$225.00	\$0.00	\$25.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
	***** Account Group 01 Total *****	\$26,376.40	\$0.00	\$54.00	\$26,430.40	\$0.00	\$0.00	\$0.00	\$26,430.40
02-04-01	Marr Co 0001-1-8110-4170-07	\$92.00	\$0.00	\$20.00	\$112.00	\$0.00	\$0.00	\$0.00	\$112.00
02-04-02	Marriage License - State	\$713.00	\$0.00	\$155.00	\$868.00	\$0.00	\$0.00	\$0.00	\$868.00
02-04-03	3 Day Waiver	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
02-04-04	Vitalcertco0001-1-8110-4130-C	\$656.00	\$0.00	\$232.00	\$888.00	\$0.00	\$0.00	\$0.00	\$888.00
02-04-05	Vital Cert State	\$1,804.00	\$0.00	\$638.00	\$2,442.00	\$0.00	\$0.00	\$0.00	\$2,442.00
02-04-06	Vital PI Copy01-1-8110-4080-C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	***** Account Group 02 Total *****	\$3,265.00	\$0.00	\$1,045.00	\$4,310.00	\$0.00	\$0.00	\$0.00	\$4,310.00
03-01-01	Passprt Co 0001-1-8110-4150-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03-01-02	Passport - Federal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03-03-01	Expedite Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	***** Account Group 03 Total *****	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-01-00	Hunting & Fishing/Elsi	\$398.00	\$0.00	\$43.00	\$441.00	\$0.00	\$0.00	\$0.00	\$441.00
05-01-01	H&Fwf/Elsi 0001-1-8110-4030-	\$121.75	\$0.00	\$37.25	\$159.00	\$0.00	\$0.00	\$0.00	\$159.00
05-01-04	Boat Registration Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-01-05	Snow & Atv Registration Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-01-06	Boat Title Fee	\$90.00	\$0.00	\$35.00	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
05-01-07	Boat Lien Fee	\$15.00	\$0.00	\$5.00	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00
05-01-08	Snow Title Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-01-09	Snow Lien Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-01-10	Atv Title Fee	\$200.00	\$0.00	\$15.00	\$215.00	\$0.00	\$0.00	\$0.00	\$215.00
05-01-11	Atv Lien Fee	\$30.00	\$0.00	\$10.00	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00
05-01-12	Rsu Perm/Elsi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Cott
Systems

Prepared On : Friday, September 4, 2020 3:08 pm
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Denise Allan
County Recorder

Account Balance Report
From 8/1/2020 Through 8/31/2020

Jasper County, Iowa
101 1st St N Rm 205
Newton, IA 50208
(641) 792-5442

Revenue Totals

Charge Payment Totals

Account Number	Account Description	Cash/Check (1)	Charge	Other Pay (2)	Sub Total	Cash/Check	Other Pay	Sub Total (3)	Drawer (1) + (2) + (3)
05-01-13	Nrohu Perm/Elsi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-01-14	Nrsu Perm/Elsi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-02-01	Boat,Write 0001-1-8110-4020-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-02-03	Snc/Alv Wf 0001-1-8110-4010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-02-04	Atv/Orv T&L Co 00011811040	\$230.00	\$0.00	\$25.00	\$255.00	\$0.00	\$0.00	\$0.00	\$255.00
05-02-05	Snow T&L Co 001-1-8110-401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-02-06	Bt Title Co 001-1-8110-4120-2	\$90.00	\$0.00	\$35.00	\$125.00	\$0.00	\$0.00	\$0.00	\$125.00
05-02-07	Bt Lien Co 0001-1-8110-4180-	\$15.00	\$0.00	\$5.00	\$20.00	\$0.00	\$0.00	\$0.00	\$20.00
05-03-01	Use Tax	\$984.00	\$0.00	\$570.00	\$1,554.00	\$0.00	\$0.00	\$0.00	\$1,554.00
05-03-02	Ia Sales Tax	\$6,393.90	\$0.00	\$414.00	\$6,807.90	\$0.00	\$0.00	\$0.00	\$6,807.90
05-03-03	Local Option Tax	\$1,065.65	\$0.00	\$89.00	\$1,134.65	\$0.00	\$0.00	\$0.00	\$1,134.65
05-03-04	School Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05-03-05	Overpaymt 0001-4-0054-8220	\$40.35	\$0.00	\$0.00	\$40.35	\$0.00	\$0.00	\$0.00	\$40.35
05-03-06	Rvvs	\$1,253.25	\$0.00	\$360.05	\$1,613.30	\$0.00	\$0.00	\$0.00	\$1,613.30
05-03-07	Mail Fee 0001-1-07-8110-425C	\$31.00	\$0.00	\$1.00	\$32.00	\$0.00	\$0.00	\$0.00	\$32.00
	***** Account Group 05 Total *****	\$10,957.90	\$0.00	\$1,624.30	\$12,582.20	\$0.00	\$0.00	\$0.00	\$12,582.20
06-01-01	Balance Broughl Forward	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
06-01-02	Payment	\$27.00	\$0.00	\$0.00	\$27.00	\$0.00	\$0.00	\$0.00	\$27.00
	***** Account Group 06 Total *****	\$27.00	\$0.00	\$0.00	\$27.00	\$0.00	\$0.00	\$0.00	\$27.00
07-01-01	Ucc Search 0001-1-8110-4000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
07-01-02	Uccf/Term 0001-1-8110-4000-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
07-02-01	Fedtxsearch0001-1-8110-400C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
07-03-01	Interest On Bank Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	***** Account Group 07 Total *****	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
08-01-01	Clris-Standard Fee	\$0.00	\$0.00	\$6,315.00	\$6,315.00	\$0.00	\$0.00	\$0.00	\$6,315.00
08-01-02	Clris-Document Management I	\$0.00	\$0.00	\$278.00	\$278.00	\$0.00	\$0.00	\$0.00	\$278.00
08-01-03	Clris-Erecording Fee	\$0.00	\$0.00	\$278.00	\$278.00	\$0.00	\$0.00	\$0.00	\$278.00
08-01-04	Clris-Additional Tran Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
08-01-05	Clris-Transfer Fee	\$0.00	\$0.00	\$265.00	\$265.00	\$0.00	\$0.00	\$0.00	\$265.00
08-01-06	Clris-Transfer Tax	\$0.00	\$0.00	\$10,810.40	\$10,810.40	\$0.00	\$0.00	\$0.00	\$10,810.40

Cott
Systems

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Denise Allan
County Recorder

Account Balance Report
From 8/1/2020 Through 8/31/2020

Jasper County, Iowa
101 1st St N Rm 205
Newton, IA 50208
(641) 792-5442

Account Number	Account Description	Revenue Totals				Charge Payment Totals			Drawer (1) + (2) + (3)
		Cash/Check (1)	Charge	Other Pay (2)	Sub Total	Cash/Check	Other Pay	Sub Total (3)	
	***** Account Group 08 Total *****	\$0.00	\$0.00	\$17,946.40	\$17,946.40	\$0.00	\$0.00	\$0.00	\$17,946.40
<u>11-66-10</u>	Writing Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	***** Account Group 11 Total *****	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<u>12-01-01</u>	County Permits	\$180.00	\$0.00	\$60.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
	***** Account Group 12 Total *****	\$180.00	\$0.00	\$60.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
<u>55-55-55</u>	Federal Duck Stamp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	***** Account Group 55 Total *****	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Final Totals :	\$40,806.30	\$0.00	\$20,729.70	\$61,536.00	\$0.00	\$0.00	\$0.00	\$61,536.00

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County Recorder

Account Balance Report
From 8/1/2020 Through 8/31/2020

Jasper County, Iowa
101 1st St N Rm 205
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Revenue Totals

Charge Payment Totals

Account Number	Account Description	Cash/Check (1)	Charge	Other Pay (2)	Sub Total	Cash/Check	Other Pay	Sub Total (3)	Drawer (1) + (2) + (3)
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Counts/Totals From 8/1/2020 Through 8/31/2020

Cash Total :	\$3,426.60 +
Check Total :	\$37,622.05 +
Other Pay Total:	\$20,729.70 +
Change Total :	\$242.35 -
<hr/>	
Subtotal :	\$61,536.00
Charge Total :	\$0.00 +
<hr/>	
Grand Total :	\$61,536.00

Number of Cash Payments :	89
Number of Check Payments :	443
Number of Change Payments :	21
Number of Charge Payments :	0
Number of Other Payments :	367
<hr/>	
Number of Receipts :	818
Number of Voids :	12

Charge Information

Balance Forward Information

Number of Payments on Account :	3
Total Paid on Account :	\$27.00

Other Payment Breakdown

Other Payment Method	Total Count	Total Paid
CREDIT CARD	52	\$2,776.30
DIRECT DEPOSIT	313	\$17,953.40
Total :	365	\$20,729.70



County Recorder's Monthly Report

Month: August 2020

County: Jasper

REAL ESTATE TRANSFER TAX COLLECTED THIS MONTH

Number of Taxable Transfers 98
 Amount of Real Estate Tax Collected \$ 27,084.80
 County Portion of Real Estate Collected (.1725) \$ 4,672.04

(A) Total State Portion of Real Estate Collected (.8275) \$ 22,412.76

Consecutive number assigned to Declarations of Value for this month

Beginning Number City - 225 County - 313
 Ending Number City - 255 County - 381
 Total Number City - 31 County - 69

BOAT, SNOWMOBILE, ATV SALES/USE TAX COLLECTED THIS MONTH

Beginning Receipt Number _____
 Ending Receipt Number _____
 Amount of Use Tax Collected (6%) \$ 1,554.00
 Amount of Sales Tax Collected (6%) \$ 6,807.90
 Amount of Local Option Tax Collected by County (1%)

County Name	Local Option Amount
<u>See Attached</u>	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

\$ 1,134.65

(B) Total Use, Sales, and Local Option Tax

\$ 9,496.55

SURCHARGES COLLECTED THIS MONTH

Boat Titles 25 X \$5.00 = 125.00
 Boat Liens 4 X \$5.00 = 20.00

(C) Total Surcharges

\$ 145.00

TOTAL AMOUNT DUE (SUM OF A, B, C)

\$ 32,054.31

This completed report, along with payment, is due by the 10th day of the month following the month in which the tax is collected. When you pay by check, you authorize the Department of Revenue to convert your check to a one-time electronic banking transaction.

Mail To:

Iowa Department of Revenue
 ATTN: Recorder's Report
 PO Box 10413
 Des Moines IA 50306-0413

Authorized Signature:

Alex Doufer

Date:

9-2-2020



Tuesday, September 8, 2020 the Jasper County Board of Supervisors met in regular session at 9:30 a.m. Supervisors Talsma, Cupples and Carpenter present and accounted for; Chairman Talsma presiding.

Motion by Cupples and seconded by Carpenter to direct County Attorney Scott Nicholson to negotiate with the City of Newton to resolve the tunnel-road repair issue with the City of Newton.

YEA: CARPENTER, CUPPLES, TALSMA

Motion by Cupples and seconded by Carpenter to table agenda item # 2a Courthouse Generator.

YEA: CARPENTER, CUPPLES, TALSMA

Motion by Cupples and seconded by Carpenter to approve an agreement between Jasper County and BBS Architects & Engineers for architectural and engineering services for the Jasper County Office Building located at 313 W 3rd St N, Newton, Iowa in the amount of \$32,550.

YEA: CARPENTER, CUPPLES, TALSMA

Motion by Carpenter and seconded by Cupples to approve a food service agreement between Jasper County and Summit Food Service, effective August 1, 2020 through July 31, 2023, to provide meals for Jasper County inmates.

YEA: CUPPLES, CARPENTER, TALSMA

Motion by Cupples and seconded by Carpenter to adopt Resolution 20-64, correcting Resolution 20-61, a hiring resolution certifying the following appointments 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>
Secondary Roads	Skilled Laborer	Brad Wiggins	\$22.74	Hire-in Rate Union Scale	09/03/2020
Secondary Roads	Skilled Laborer	Josh De Witt	\$22.74	Hire-in-Rate Union Scale	09/10/2020

YEA: CARPENTER, CUPPLES, TALSMA

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

Motion by Cupples and seconded by Carpenter to approve a temporary liquor license for Your Private Bartender, LLC at the Alta House.

YEA: CARPENTER, CUPPLES, TALSMA

Motion by Cupples and seconded by Carpenter to approve the use of the Courthouse for the 4-H Festival of trees, to run from November 23 through December 28, 2020.

YEA: CARPENTER, CUPPLES, TALSMA

Motion by Cupples and seconded by Carpenter to approve Board of Supervisors Minutes for 09/01/2020.

YEA: CARPENTER, CUPPLES, TALSMA

There were no Board appointments.

Motion by Cupples and seconded by Carpenter to table Employee Evaluation – Russ Stutt until next meeting on 9/15/20.

YEA: CUPPLES, CARPENTER, TALSMA

Motion by Carpenter and seconded by Cupples to adjourn the Tuesday, September 8, 2020 meeting of the Jasper County Board of Supervisors.

YEA: CARPENTER, CUPPLES, TALSMA

Dennis K. Parrott, Auditor

Brandon Talsma, Chairman