

Jasper County, Iowa Board of Supervisors

PO Box 944, Newton, IA Phone: 641-792-7016 Fax: 641-792-1053

Denny Stevenson

Doug Cupples

Brandon Talsma

May 2, 2023

9:30 a.m.

www.jasperia.org

Live Stream: <https://jasper.zoom.us/j/97712718501>

Meeting ID: 977 1271 8501

Dial In: +1-312-626-6799

-Anyone that has an item on the agenda must appear in person for the Board to consider it.-

Pledge of Allegiance

Item 1 Appointment of Deputies

- a) Treasurer's Office
 - a. Deputy Treasurer – Drivers License, Chris Dydell
 - b. Deputy Treasurer – Tax, Ericka Rhone
 - c. Deputy Treasurer – Motor Vehicle, Heather Ross

Item 2 Building & Grounds – Adam Sparks

- a) Administration Building Window Replacement
- b) Courthouse Doors Glass Replacement

Item 3 Human Resources – Dennis Simon

- a) Hiring Resolution for Sheriff's Office Part-Time Dispatcher, Angella Hashman
- b) Hiring Resolution for Sheriff's Office Deputy Sheriff, Seth Schumacher
- c) Hiring Resolution for Secondary Roads Skilled Laborer, Lance Dykstra
- d) Hiring Resolution for County Attorney's Office Summer Internship, Collin Jacobsen
- e) Hiring Resolution for Conservation Seasonal Park Maintenance Tech, Tristan Hunt

Item 4 Sheriff – John Halferty

- a) Request to use the North Side of the Courthouse on Thursday, May 18, 2023, from 5:00 pm to 6:00 pm for the Annual Police Memorial Service

Item 5 Community Development – Kevin Luetters

- a) Set Public Hearing Dates for Parcel #01.14.400.011 / 10930 Hwy F-17 W, Mingo, IA 50168 Rezone Request from Agricultural to Rural Residential.
(Recommended Dates and Time, May 16th, May 23rd, and June 6th, 2023, at 9:30 am in the Board of Supervisors Room)

Item 6 Engineer – Mike Frietsch

- a) Liberty Ave Yard Water and Sanitary Improvements Change Order No. 1

Item 7 Set Public Hearing for FY22-23 Current Budget Amendment

(Recommended Date and Time, May 16th, 2023, at 9:30 am in the Board of Supervisors Room)

Item 8 Approval of Board of Supervisors Minutes for April 25, 2023

PUBLIC INPUT & COMMENTS

Continue to Page 2

Close Session requested by Scott Nicholson in Accordance with Iowa Code Section 21.5(g) to avoid disclosure of specific law enforcement matters, such as current or proposed investigations or inspection or auditing techniques or schedules, which if disclosed would enable law violators to avoid detection.

Close Session requested by Scott Nicholson in Accordance with Iowa Code Section 21.5(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.

Close Session requested by Ryan Eaton in Accordance with Iowa Code Section 21.5(k) to discuss information contained in records in the custody of a governmental body that are confidential records pursuant to section 22.7, subsection 50.

After Regular Meeting:

Work Session – To discuss Construction Documents for Liberty Avenue Yard Site Improvements and Truck Shed

CERTIFICATE OF APPOINTMENT OF DEPUTY OR ASSISTANT

FORM 90

STATE OF IOWA, Jasper COUNTY, ss.

I, Doug Bishop Treasurer of Jasper

County, Iowa, do hereby constitute and appoint Chris Dydell as deputy for a period of 4 years, from Jan u arl, 2023,

and do hereby authorize and empower him/her to do and perform in my name as such De puty Tre asurer-Dr iver's lice nse all acts and things that may lawfully be done by him/her as such Deputy.

This commission expires De ce mber 31, 2026, unless sooner revoked, or when said Deputy ceases to perform above named duties.

Given under my hand this 2nd day of May, A. D. 2023.

Doug Bishop

Treasurer of Jasper County.

STATE OF IOWA, Jasper COUNTY, ss.

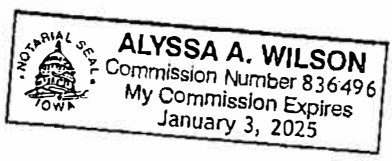
I, Chris Dydell, having been appointed a Deputy Treasurer

of Jasper County, under Doug Bishop Treasurer

of said County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of Deputy Treasurer as now or hereafter required by law.

Chris Dydell

Subscribed and sworn to before me, this 2nd day of May, A. D. 2023.



Alyssa A. Wilson

Above appointment approved by the Board of Supervisors of Jasper County, this _____ day of _____, 20____, by resolution, Minute Book _____

Page _____

_____. Chairman.

CERTIFICATE OF APPOINTMENT OF DEPUTY OR ASSISTANT

FORM 90

STATE OF IOWA, Jasper COUNTY, ss.

I, Doug Bishop Treasurer of Jasper

County, Iowa, do hereby constitute and appoint Ericka Rhone as deputy for a period of 4 years, from May 2nd, 2023,

and do hereby authorize and empower him/her to do and perform in my name as such Deputy Treasurer-Tax, all acts and things that may lawfully be done by him/her as such Deputy _____.

This commission expires December 31, 2026, unless sooner revoked, or when said Deputy ceases to perform above named duties.

Given under my hand this 2nd day of May, A. D. 2023.

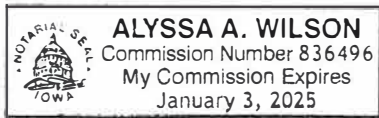
Doug Bishop
Treasurer of Jasper County.

STATE OF IOWA, Jasper COUNTY, ss.

I, Ericka Rhone, having been appointed a Deputy Treasurer-Tax of Jasper County, under Doug Bishop Treasurer of said County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of Deputy Treasurer as now or hereafter required by law.

Ericka Rhone

Subscribed and sworn to before me, this 2nd day of May, A. D. 2023.



Alyssa A. Wilson
Alyssa A. Wilson

Above appointment approved by the Board of Supervisors of Jasper County, this _____ day of _____, 20____, by resolution, Minute Book _____

Page _____, Chairman.

CERTIFICATE OF APPOINTMENT OF DEPUTY OR ASSISTANT

FORM 90

STATE OF IOWA, Jasper COUNTY, ss.

I, Doug Bishop Treasurer of Jasper

County, Iowa, do hereby constitute and appoint Heather Ross as deputy for a period of 4 years, from January 1, 2023,

and do hereby authorize and empower him/her to do and perform in my name as such Deputy Treasurer-Motor Vehicle all acts and things that may lawfully be done by him/her as such Deputy.

This commission expires December 31, 2026, unless sooner revoked, or when said Deputy ceases to perform above named duties.

Given under my hand this 2nd day of May, A. D. 2023.

Doug Bishop
Treasurer of Jasper County.

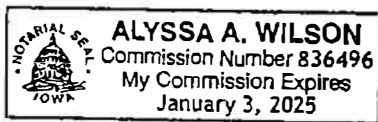
STATE OF IOWA, Jasper COUNTY, ss.

I, Heather Ross, having been appointed a Deputy Treasurer of Jasper County, under Doug Bishop Treasurer

of said County, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Iowa, and that I will faithfully and impartially, to the best of my ability, discharge all the duties of Deputy Treasurer as now or hereafter required by law.

Heather Ross

Subscribed and sworn to before me, this 2nd day of May, A. D. 2023.

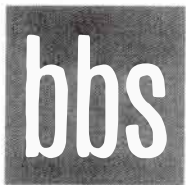


Alyssa A Wilson

Above appointment approved by the Board of Supervisors of Jasper County, this _____ day of _____, 20____, by resolution, Minute Book _____

Page _____

_____, Chairman.



ARCHITECTS
ENGINEERS

March 24, 2023

Adam Sparks, Maintenance Supervisor
Jasper County
Jasper County Courthouse
101 1st Street N
Newton, IA 50208

Re: Jasper County Admin Building – Window Replacement
BBS Project #: 23027

Mr. Adam Sparks

BBS Architects Engineers is pleased to provide this proposal to Jasper County for the design services regarding window replacements at the Administration Building.

Project Description

The Administration Building, after a winter being renovated, displayed issues with the windows that were not new or replaced during the renovation. There are currently 5 windows that were existing and needing to be replaced with insulated units and thermally broken frames. The work will include some minor interior and exterior patching.

Scope of Work

Our design services include project administration and architectural design from schematic through contract document development, bidding and construction administration. It is BBS's understanding this project will be publicly bid.

Fee Proposal

For the scope listed above, we propose a stipulated sum of **\$7,300**. Additional services beyond this scope of work may be negotiated in the future as required.

We include the following:

Construction Documentation	\$5,000
Bidding Assistance	\$900
<u>Construction Administration</u>	<u>\$1,400</u>
Total Fee	\$7,300

Items specifically excluded from our proposal at this time include:

- Electrical and mechanical engineering and design services.
- Structural design services.

If you are in agreement, we will prepare a Service Order for this scope of work based upon our Master Services Agreement and forward for signature. We are happy to discuss any questions you may have. This work can begin immediately following a signed agreement. Thanks for the opportunity to continue partnering with Jasper County.

219 Eighth Street
Suite 100
Des Moines, IA 50309
(515) 244-1157

www.bbsae.com

Brandon Talsma, Chairperson

Attest: Jenna Jennings, Auditor





Revised Proposal

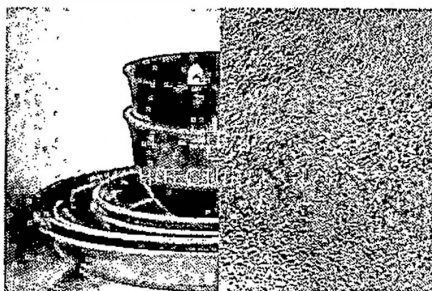
April 27, 2023

Jasper County Courthouse
Maintenance Division
101 1st St N
Newton, IA 50208
Attn: Adam Sparks

Reference: Jasper County Courthouse – Door Lites in Newton, IA

Elite Glass and Metal, LLC proposes materials for the above referenced project to be delivered, for the sum of: **\$7,650.00.**

- **Pattern (Sparkolite) Safety Glass**
 - 5/32" nominal thickness of the pattern glass called Sparkolite, (see snapshot) tempered glass for safety application.
 - Qty. 13 lites per customer size application.
 - Boxing and freight included.



SUPPLEMENTAL EXCLUSIONS:

- Fire-safing, Cosmetic Sealants, Opening Prep, Fascia, Custom or New Extrusions, Steel Tubes, Angles or Channels, Lab Fees, Permits or Fees, Attic Stock or Spare Parts, Liquidated Damages, Additional Insureds, Temporary Enclosures, Protection of Glass or Materials, Overtime Premiums, Overtime Premiums, Back-Charges Without Our Written Consent, Electrical Connections, Card Readers, Power Operators, Final Keying, Broad Form Indemnification, Clean-up Associated With Other Trades, Wood Blocking, Structural Supports, Structural Adequacy of Surrounding Conditions, Framed Mirrors, Casework Items, Window Treatments (Blinds- Etc.), Special Samples, Special Testing, Insulation, Fire Safing, Protective Coatings, Master Keyed Cylinders, Thru Wall Flashing, Coping, Special Trim, Window Washer Brackets or Supports, Final Cleaning, Protection, Storage, Bonds, All Items Not Generally Associated With Our Trade

QUALIFICATIONS, TERMS, AND CONDITIONS:

- Price is based on working straight time hours only
- Price is based on areas being accessible and Elite Glass & Metal to perform work continuously
- Price is based on reasonable access to our work
- Others to provide sidewalk, road closure, and safety items as needed
- We do not include final cleaning
- Payment due upon receipt of invoice
- 7% sales tax will apply without tax exempt certificate.
- Pricing valid for 30 days

SCHEDULE OF WORK:

Work will be carried Monday – Friday between 7:00AM – 3:30PM

If you have any questions regarding this pricing, please feel free to contact me.

Sincerely,

Craig Lusthoff

Craig Lusthoff, Business Development Manager
Elite Glass & Metal, LLC
Office: 515-284-0141
Cell: 515-249-5343
clusthoff@eliteglassandmetal.com

Elite Glass & Metal, LLC. | 4945 NW 57th Ave, Ste. 1 Johnston, IA 50131 | 515.284.0141 | www.eliteglassandmetal.com

Brandon Talsma, Board Chairperson

Attest: Jenna Jennings, Auditor

HAMILTON GLASS INC..
219 FIRST AVENUE EAST
NEWTON IA 50208-3717
(641)792-1641 Fax:(641)792-1236
Tax# 42-1421961

Quote: 4871
Date:04/24/2023

Customer

JASPER COUNTY COURTHOUSE
 MAINTENANCE
 101 1ST ST N
 NEWTON IA 50208

Ph:(641)521-8844

Csr: Tech: PO ADAM Terms:NET30

<u>Qty</u>	<u>Part / Description</u>	<u>List Price</u>	<u>Material</u>	<u>Labor</u>	<u>Item Total</u>
1.00	SPARKOLITE - Tempered Safety glass 13 lites of temepred "Sparkolite" safety glass Price includes glass and freight (\$850)	0.00	6,632.40	0.00	6,632.40

Quotes ARE GOOD FOR 30 DAYS

Tax Info: LOCAL OPTION TAX 0.00
 STATE TAX 0.00

Signature _____ Attest: _____
 Jenna Jennings, Auditor

<u>Material</u>	<u>Labor</u>	<u>Tax</u>	<u>Total</u>	<u>Deductible</u>	<u>Payments</u>	<u>Balance</u>
6,632.40	0.00	0.00	6,632.40	0.00	0.00	6,632.40

JASPER COUNTY COMMUNITY DEVELOPMENT

CONSISTING OF:

Planning & Zoning Division | Environmental Health Division | Animal Control Division
315 W 3rd St N - #150 Newton, IA 50208 ph: 641-792-3084

Rezone Request

Case File: R-2023-004

Date: 04/27/2023

Set public hearing dates for the rezone of the parcel below from Agricultural (A) to Rural Residential (RR) to allow for building of a house.

PARCEL # 01.14.400.011 / 10930 Hwy F-17 W – Mingo, IA 50168

Parcel F lying within Parcels C and D of the South Half of the Southeast Quarter of Section 14, Township 81 North, Range 21 West of the 5th P.M., Jasper County, Iowa, as appears in plat recorded in Book 1157, Page 72 in the office of the Recorder of said County.

Suggested Dates: 05/16/2023, 05/23/2023, 06/06/2023



Kevin Luetters

Jasper County Community Development



CHANGE ORDER

1100 N 14th Street
 INDIANOLA, IA 50125-1506
 PH: 515-961-4682 FX: 515-961-8813
 www.vanderpoolinc.com

Number 1

TO Jasper County Engineer's Office
 910 N. 11th Ave E.
 Newton, IA 50208

DATE	4/21/2023	JOB NO.	23-003
JOB NAME/LOCATION: Jasper Co. Secondary Roads Building Water & Sewer Services			
ATTN: Michael Frietsch			
CONTRACT NO.		CONTRACT DATE	

WE AGREE hereby to make change(s) specified below:

Pricing to provide domestic ductile iron fittings for the water main per request. Also includes pricing to provide and install a 1' tall 48" diameter barrel section on one sanitary manhole.

DATE	DESCRIPTION	QTY	UNITS	RATE	
	ADD - MJ Sleeve, 4" Domestic	1	EA	153.41	\$ 153.41
	DEDUCT - MJ Sleeve, 4" Import	-1	EA	103.14	\$ (103.14)
	ADD - MJ Tee, 4"x4" Domestic	1	EA	223.73	\$ 223.73
	DEDUCT - MJ Tee, 4"x4" Import	-1	EA	153.48	\$ (153.48)
	ADD - MJ Cap, 4" Domestic	2	EA	116.24	\$ 232.48
	DEDUCT - MJ Cap, 4" Import	-1	EA	74.00	\$ (74.00)
	ADD - MJ Bend, 4", 45 Degree, Domestic	1	EA	143.20	\$ 143.20
	DEDUCT - MJ Bend, 4", 45 Degree, Import	-1	EA	102.16	\$ (102.16)
	ADD - MJ Bend, 4", 22.5 Degree, Domestic	1	EA	140.66	\$ 140.66
	DEDUCT - MJ Bend, 4", 22.5 Degree, Import	-1	EA	99.23	\$ (99.23)
	ADD - MJ Bend, 4", 11.25 Degree, Domestic	1	EA	132.15	\$ 132.15
	DEDUCT, MJ Bend, 4", 11.25 Degree, Import	-1	EA	97.27	\$ (97.27)
	Provide and Install 48"x1' manhole barrel section	1	EA	700.00	\$ 700.00

Total Change Order # (Addition) \$ 1,096.35

Acceptance will be assumed after five (5) days.

NOTE: This Change Order becomes part of and in conformance with the existing contract

WE AGREE hereby to make change(s) specified above at this price		➡ Addition	\$ 1,096.35
DATE		PREVIOUS CONTRACT AMOUNT	\$ 131,125.00
SIGNATURE (Contractor)		REVISED CONTRACT TOTAL	\$ 132,221.35

DATE Recommended _____
ACCEPTED - The above prices and specifications of the Change Order are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless other wise stipulated.

Signature _____
 (General Contractor)
 Date of acceptance _____
 Signature _____
 (Owner)

Attest: _____
 Jenna Jennings, Auditor

Tuesday, April 25, 2023, the Jasper County Board of Supervisors met in regular session at 9:30 a.m. with Supervisors Stevenson, Talsma, and Cupples present and accounted for; Chairman Talsma presiding.

Motion by Cupples, seconded by Stevenson to open a Public Hearing for FY23-24 Budget.

YEA: STEVENSON, TALSMAS, CUPPLES

No comments were made.

Motion by Stevenson, seconded by Cupples to close the Public Hearing.

YEA: STEVENSON, TALSMAS, CUPPLES

Motion by Cupples, seconded by Stevenson to approve the FY2023-2024 Budget.

YEA: STEVENSON, TALSMAS, CUPPLES

Motion by Cupples, seconded by Stevenson to approve the Appointment of Deputies Melissa Hartgers, Teresa Arrowood, and Taylor Springer in the Auditor's Office.

YEA: STEVENSON, TALSMAS, CUPPLES

Motion by Stevenson, seconded by Cupples to approve the Appointment of Deputy Pam Keenan in the Recorder's Office.

YEA: STEVENSON, TALSMAS, CUPPLES

Motion by Stevenson, seconded by Cupples to approve Veteran Affairs 3rd Quarter Report for the period beginning January 1, 2023, and ending March 31, 2023.

YEA: STEVENSON, TALSMAS, CUPPLES

Motion by Cupples, seconded by Stevenson to adopt Resolution 23-32, 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>
Sheriff's Office	PT Advanced Life Provider (Paramedic)	Brian Paul	\$21.00	Standard Rate	05/01/2023

YEA: STEVENSON, TALSMAS, CUPPLES

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

Motion by Stevenson, seconded by Cupples to adopt Resolution 23-33, 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>
Sheriff's Office	FT Jailer	Nicholas Bollenbaugh	\$19.56	Hire-In Rate Union Scale	05/13/2023

YEA: STEVENSON, TALSMAS, CUPPLES

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

Motion by Stevenson, seconded by Cupples to approve a quote from GTG Construction in the amount of \$6,500.00 to add an additional door in the Recorder's Office separating the breakroom from the main room.

YEA: STEVENSON, TALSMA, CUPPLES

Motion by Stevenson, seconded by Cupples to approve a notice to Jasper County property owners establishing the 2023 Noxious Weed Control program in Jasper County, Iowa.

YEA: STEVENSON, TALSMA, CUPPLES

Motion by Stevenson, seconded by Cupples to adopt Resolution 23-34 vacating a portion of Jasper County Public Roadway (Newcomer Ave).

YEA: STEVENSON, TALSMA, CUPPLES

A complete copy pf the Resolution is on file in the Office of the Jasper County Auditor

Motion by Stevenson, seconded by Cupples to adopt Resolution 23-35 approving Transfer Order 1491 in the amount of \$139,572.67 from General Basic to Secondary Roads Fund.

YEA: STEVENSON, TALSMA, CUPPLES

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

Motion by Cupples, seconded by Stevenson to adopt Resolution 23-36 approving Transfer Order 1492 in the amount of \$1,369,899.60 from Rural Services to Secondary Roads Fund.

YEA: STEVENSON, TALSMA, CUPPLES

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

Motion by Stevenson, seconded by Cupples to approve a 5-day temporary liquor license for Backpack Brewing LLC at 5852 Hwy T-38 N, Grinnell for RAGBRAI on July 27, 2023 to July 31, 2023.

YEA: STEVENSON, TALSMA, CUPPLES

Motion by Stevenson, seconded by Cupples to approve claims paid through April 25, 2023.

YEA: STEVENSON, TALSMA, CUPPLES

Motion by Cupples, seconded by Stevenson to approve Board of Supervisors minutes for April 18, 2023.

YEA: STEVENSON, TALSMA, CUPPLES

Motion by Stevenson, seconded by Cupples to end the Regular Board of Supervisors meeting and enter into a work session.

YEA: STEVENSON, TALSMA, CUPPLES

The work session consisted of discussing a pie chart to be added to the Beacon website on a breakdown of where County tax dollars are being spent based on areas. The Board went through all the County departments and placed them into 6 different categories for the pie chart.

Motion by Cupples, seconded by Stevenson to adjourn the Tuesday, April 25, 2023 meeting of the Jasper County Board of Supervisors.

YEA: STEVENSON, TALSMA, CUPPLES