



# BOARD OF SUPERVISORS

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

Thad Nearmyer

Doug Cupples

Brandon Talsma

**January 21, 2025**

9:30 a.m.

[www.jasperia.org](http://www.jasperia.org)

Live Stream: <https://zoom.us/j/8123744948>

Meeting ID: 812 374 4948

Dial In: +1-646-931-3860

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

## Pledge of Allegiance

### **Item 1 Public Hearing – Amendment of Current Budget FY2024-2025**

- a) Resolution Approving Current Budget Amendment

### **Item 2 Appropriation Resolution for 2024-2025 Budget Amendment**

### **Item 3 Public Hearing 2<sup>nd</sup> Reading – Engineer – Mike Frietsch**

- a) Reclassification of Indian Street Starting approximately 0.80 miles South of N 67<sup>th</sup> Ave E thence east Southeast approximately 0.56 miles to Immigrant Avenue as an Area Service B Road pursuant to Jasper County Ordinance No. IV-1
- b) Resolution for Reduced Level of Maintenance to Area B Road in Jasper County (Indian Street)

### **Item 4 Engineer – Mike Frietsch**

- a) Resolution to Stop Control Fairview Lane at N 51<sup>st</sup> Ave W
- b) Project Funding Agreement Addendum for Project Numbers FLAP-C050(133)—6L-50; FLAP-C050(134)—7L-50, FLAP-C050(141)—6L-50, FLAP-C050(135)—7L-50
- c) Special Use Permit Between US Fish & Wildlife Services and Jasper County, Iowa Regarding Proposed Surface Improvements to W129<sup>th</sup> St S and S 96<sup>th</sup> Ave W and Associated Work (FLAP-C050(133)—6L-50)
- d) Standard Agreement for Professional Services with Allender Butzke Engineers Inc for Geotechnical Exploration on Bridge S07

### **Item 5 Human Resources – Dennis Simon**

- a) Hiring Resolution for the Sheriff's Office Permanent Part-Time Deputy Sheriff Court Services – Randall Rice
- b) Hiring Resolution for the Sheriff's Office Sergeant "Investigations" – Kira Lazenby and Sheriff's Office Sergeant "Patrol" – Cory Van Kooten

### **Item 6 Auditor – Jenna Jennings**

- a) Eliminating Open Positions

### **Item 7 Approval of Sheriff's Quarterly Report from October – December 2024**

*Continue to Page 2*



# BOARD OF SUPERVISORS

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

Page 2

- Item 8** Approval of Recorder's Quarterly Report from October – December 2024
- Item 9** Approval of a Temporary 5-day Liquor License
  - a) Fore Seasons Sports Bar and Grill February 22, 2025
- Item 10** Approval of Board of Supervisors Minutes for January 14, 2025
- Item 11** Board Appointments

## PUBLIC INPUT & COMMENTS

**Close Session requested by Scott Nicholson in Accordance with Iowa Code Section 21.5(c)** to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in the litigation.

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**After the Regular Meeting  
Work Session**

Resolution \_\_\_\_\_

**NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET**  
Board of Supervisors of JASPER COUNTY  
Fiscal Year July 1, 2024 - June 30, 2025

The Board of Supervisors of JASPER COUNTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2025

**Meeting Date/Time:** 1/21/2025 09:30 AM      **Contact:** Teresa Arrowood      **Phone:** (641) 792-7016

**Meeting Location:** Board of Supervisors Room  
Jasper County Courthouse

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	17,444,213	0	17,444,213
Less: Uncollected Delinquent Taxes - Levy Year	2	182,000	0	182,000
Less: Credits to Taxpayers	3	610,000	0	610,000
<b>Net Current Property Tax</b>	4	16,652,213	0	16,652,213
Delinquent Property Tax Revenue	5	400	0	400
Penalties, Interest & Costs on Taxes	6	30,000	0	30,000
Other County Taxes/TIF Tax Revenues	7	1,798,619	501,400	2,300,019
Intergovernmental	8	7,697,978	408,147	8,106,125
Licenses & Permits	9	169,250	100	169,350
Charges for Service	10	1,529,457	46,200	1,575,657
Use of Money & Property	11	845,454	201,069	1,046,523
Miscellaneous	12	662,194	1,731,390	2,393,584
Subtotal Revenue	13	29,385,565	2,888,306	32,273,871
Other Financing Sources:				
General Long-Term Debt Proceeds	14	0	0	0
Operating Transfers In	15	4,258,126	0	4,258,126
Proceeds of Fixed Asset Sales	16	0	0	0
Total Revenues & Other Sources	17	33,643,691	2,888,306	36,531,997
<b>EXPENDITURES &amp; OTHER FINANCING USES</b>				
Operating:				
Public Safety and Legal Services	18	9,819,374	-25,971	9,793,403
Physical Health and Social Services	19	2,165,867	19,408	2,185,275
Mental Health, ID & DD	20	0	0	0
County Environment & Education	21	1,905,598	542,588	2,448,186
Roads & Transportation	22	11,646,425	0	11,646,425
Government Services to Residents	23	1,948,245	7,838	1,956,083
Administration	24	5,708,007	188,164	5,896,171
Nonprogram Current	25	39,100	1,630,950	1,670,050
Debt Service	26	1,861,422	0	1,861,422
Capital Projects	27	3,615,980	236,690	3,852,670
Subtotal Expenditures	28	38,710,018	2,599,667	41,309,685
Other Financing Uses:				
Operating Transfers Out	29	4,258,126	0	4,258,126
Refunded Debt/Payments to Escrow	30	0	0	0
Total Expenditures & Other Uses	31	42,968,144	2,599,667	45,567,811
<b>Excess of Revenues &amp; Other Sources over (under) Expenditures &amp; Other Uses</b>	32	-9,324,453	288,639	-9,035,814
Beginning Fund Balance - July 1, 2024	33	23,249,348	0	23,249,348
Increase (Decrease) in Reserves (GAAP Budgeting)	34	0	0	0
Fund Balance - Nonspendable	35	0	0	0
Fund Balance - Restricted	36	11,119,441	0	11,119,441
Fund Balance - Committed	37	0	0	0
Fund Balance - Assigned	38	0	0	0
Fund Balance - Unassigned	39	2,805,454	288,639	3,094,093
Total Ending Fund Balance - June 30, 2025	40	13,924,895	288,639	14,213,534

**Explanation of Changes:** Storm damage repair & replacement, ARPA fund projects, Software updates, Machinery & Equipment

RESOLUTION NO. \_\_\_\_\_

**APPROPRIATION RESOLUTION**

WHEREAS, it is desired to make appropriations for each of the different officers and departments for the fiscal year 2024-25 in accordance with Section 331.434, subsection 6, of the Code of Iowa.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF SUPERVISORS OF JASPER COUNTY, IOWA

Section 1. Amounts authorized for the fiscal 2024-25 budget adopted April 16, 2024, are hereby appropriated to the departments or offices as itemized in the attached schedule, pursuant to the Code of Iowa, Section 331.434, subsection 6.

Section 2. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations from the itemized fund, effective July 1, 2024.

Section 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

Section 4. If at any time during the 2024-25 budget year the Auditor shall ascertain that the available resources of a fund for that year will be less than said fund's total appropriations, the Auditor shall immediately so inform the Board and recommend appropriate corrective action.

Section 5. The Auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicate the amount of the appropriation, the amounts charged thereto, and unencumbered balance. The Auditor shall report the status of such accounts to the applicable departments and officers monthly during the 2024-25 budget year.

Section 6. All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2025.

**ATTACHMENT**

01-Board of Supervisors	\$	66,006
02-Auditor	\$	4,384
03-Treasurer		
04-Attorney	\$	3,000
05-Sheriff	\$	(28,971)
07-Recorder	\$	7,882
14-Attorney's Forfeiture		
15-Sheriff's Forfeiture		
20-Engineer		
21-Veterans Affairs	\$	28,827
22-Conservation	\$	2,282,428
23-Board of Health	\$	(10,500)
25-Dept of Human Services		
26-Animal Control	\$	(15,340)
31-District Court		
33-County Library		
38-Elderly Nutrition	\$	(6,189)
50-Human resources	\$	(170)
51-Maintenance	\$	252,900
52-Information Systems		
53-Comm Dev/Zoning	\$	15,410
54-Economic Development		
55-Geographic Info Systems		
59-Community Services		
99-Nondepartmental		

Grand Total \$ 2,599,667

Resolution adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Brandon Talsma, Chairman

Attest: \_\_\_\_\_  
Jenna Jennings, Auditor

Resolution No. \_\_\_\_\_

**RESOLUTION FOR REDUCED LEVEL OF MAINTENANCE TO AREA SERVICE "B"  
ROAD IN JASPER COUNTY**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

WHEREAS, Jasper County desires to classify certain roads or portions of roads on the area service system in the County to provide for a minimal level of maintenance; and

WHEREAS, Jasper County, after consultation with the County Engineer, has the authority to specify certain roads or portion of roads within the County as Area Service "B" roads pursuant to Iowa Code Section 309.57; and

WHEREAS, the Jasper County Board of Supervisors, after consulting with the Jasper County Engineer, desires to designate a portion of Indian Street starting approximately 0.80 miles South of N 67<sup>th</sup> Ave E thence east southeast approximately 0.56 miles to Immigrant Avenue in Jasper County on the Area Service "B" System to provide for a reduced level of maintenance to best utilize maintenance funds, and

WHEREAS, pursuant to Notice of Public Hearing duly published according to the Iowa Code, Public Hearing as held on the 21<sup>st</sup> day of January 2025 at 9:30 a.m. in the Board of Supervisors room at the Jasper County Courthouse, Newton, Iowa, to hear support and/or objections from the public on roads so designated.

THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF JASPER COUNTY that this County does hereby establish the portion of road described above as an Area Service "B" road, with restricted access and a minimal level of maintenance.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Thad Nearmyer

\_\_\_\_\_  
Brandon Talsma

\_\_\_\_\_  
Doug Cupples

ATTEST: \_\_\_\_\_ Jenna Jennings  
Jasper County Auditor

Resolution No. \_\_\_\_\_

**RESOLUTION TO STOP CONTROL FAIRVIEW LANE AT N 51<sup>ST</sup> AVE W**

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_

to add a STOP sign on southbound Fairview Lane at the intersection of N 51<sup>st</sup> Ave W. Intersection is located between Sections 7 and 18 of Township 80 N Range 21 W in Jasper County in the State of Iowa.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Thad Nearmyer

\_\_\_\_\_  
Brandon Talsma

\_\_\_\_\_  
Doug Cupples

ATTEST: \_\_\_\_\_  
Jenna Jennings  
Jasper County Auditor



May 2020

**ADDENDUM  
TO IOWA DEPARTMENT OF TRANSPORTATION  
AGREEMENT 24-FLAP-101  
FOR A FEDERAL-AID PROGRAM PROJECT**

Subrecipient: **Jasper County**

Subrecipient Unique Entity Identifier: **MV5VUNRRVL77**

Project Number(s): **FLAP-C050(133)-6L-50, FLAP-C050(134)-7L-50, FLAP-C050(141)-6L-50, FLAP-C050(135)-7L-50**

Iowa DOT Addendum Number: **24-FLAP-101-A**

This is an addendum to the agreement between Jasper County (hereinafter referred to as the Subrecipient) and the Iowa Department of Transportation, the federal pass-through entity (hereinafter referred to as the Department). Iowa Code Sections 306A.7 and 307.44, provide for the Subrecipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects in Iowa with federal funds.

Whereas the Subrecipient and the Department previously entered into Agreement No. 24-FLAP-101 for the above referenced project.

Subsequent to the execution of Agreement No. 24-FLAP-101 it was determined that the funds available for the above referenced project has changed per the amendment completed by Federal Lands, see Exhibit 2. Previously executed Agreement 24-FLAP-101 shall remain in effect except as amended herein.

Now, therefore, it is agreed as follows:

1. Paragraph 4 of Agreement 24-FLAP-101 is stricken and replaced with the following:

The Subrecipient shall be responsible for the development and completion of the following described project:

The Subrecipient shall receive reimbursement for costs of authorized and approved eligible project activities from FLAP funds. The portion of the project costs reimbursed with FLAP funds shall be limited to a maximum of either 100 percent of eligible costs (other than those reimbursed with other federal funds) or the amount listed (\$1,625,000) in the Central Iowa Regional Transportation Planning Alliance current Transportation Improvement Program (TIP) and approved in the current Statewide Transportation Improvement Program (STIP), whichever is less. Eligible project activities will be as described in Section 204 of Title 23, United States Code (U.S.C.) and determined by the Department to be eligible.

2. This addendum is not assignable without the prior written consent of the Department.

3. If any part of this addendum is found to be void and unenforceable, the remaining provisions of this addendum shall remain in effect.
4. It is the intent of both parties that no third-party beneficiaries be created by this addendum.
5. This addendum, as well as the unaffected provisions of previously executed Agreement No. 24-FLAP-101 referenced herein, constitute the entire agreement between the Department and the Subrecipient concerning this project. Representations made before the signing of this addendum are not binding, and neither party has relied upon conflicting representations in entering into this addendum. Any change or alteration to the terms of this addendum shall be made in the form of a subsequent addendum. The addendum shall become effective only upon written approval of the Department and the Subrecipient.



May 2020

IN WITNESS WHEREOF, each of the parties hereto has executed Addendum No. 24-FLAP-101-A as of the date shown opposite its signature below.

**SUBRECIPIENT: Jasper County**

This agreement was approved by official action of the [county name] Board of Supervisors in official session on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Chair, Board of Supervisors

**IOWA DEPARTMENT OF TRANSPORTATION**

Transportation Development Division  
800 Lincoln Way, Ames, Iowa 50010  
Tel. 515-239-1664

By: \_\_\_\_\_ Date \_\_\_\_\_

Debra Arp  
Grant Team Leader  
Local Systems Bureau



U.S. Department  
of Transportation

**Federal Highway  
Administration**

# EXHIBIT 2

Eastern Federal Lands  
Highway Division

22001 Loudoun County  
Parkway Building E2, Suite 200  
Ashburn, VA 20147

## SENT VIA ELECTRONIC CORRESPONDENCE

In Reply Refer to: HFPP-15

Michael Frietsch  
Jasper County Engineer  
910 N 11<sup>th</sup> Avenue E  
Newton, IA 50208  
641-792-5862

Subject: Project Selection from the Federal Lands Access Program (FLAP)  
Project Name: Improved Access to Neal Smith NWR  
Project ID: IA 21

Dear Mr. Frietsch,

Congratulations! We are pleased to inform you that your proposal for the above referenced project, submitted under the Federal Fiscal Year (FY) 2023 -2026 FLAP call for projects, has been approved for programming by the members of the Iowa Programming Decisions Committee (PDC). This letter provides programmed information for the selected project, project funding requirements, and next steps.

**Scope:** The project is located in Prairie City, Jasper County, IA. The project work includes stabilization and shaping of the existing roadways and replacement of existing bridge to the Neal Smith National Wildlife Refuge (NWR) and the Prairie Learning Center. The project includes three (3) sections, that will be designed simultaneously. All sections will include placement of a new hot mix asphalt pavement surface to enhance the county's existing granular roadways. Also, the work includes replacement of an existing bridge crossing over Walnut Creek at the north end of the refuge. The project improvement types are 05-4R-Restoration and Resurfacing and 09-Bridge Replacement.

- Phase 1 - Paving W 129th St S to S 96th Ave W as well as S 96th Ave W to Pacific Street.
- Phase 2 - Paving W 129th St S from S 96th Ave W to S 102nd Ave W as well as S 102nd Ave W to the Maintenance Road.
- Phase 3 - Bridge replacement over Walnut Creek on S 88th Ave W.

**Project Changes:** Proposed changes to the approved and programmed project require coordination with Federal Highway Administration through the Iowa Department of Transportation to obtain PDC approval as required. Specific examples include:

- Any scope change from the initial programmed project, including design element changes;
- Schedule changes which will impact the fiscal year when funds are programmed;
- Any changes to the budget which impact the FLAP programmed amount; and
- Delivery agent changes.

**Programmed Funding and Preliminary Schedule:** The Iowa PDC approved up to **\$1,875,000.00** for your proposal from the FLAP application. These funds may be used for design and construction. This amount does not include the other contributions. The federal share for these funds is 100% as shown in the table below.

The following table shows these phases, the programmed funds by phase, and the fiscal year(s) when funds are preliminarily programmed based on availability of funding. The actual year funds are obligated may change due to changes to the program and/or project schedule variance.

<b>Phase</b>	<b>Programmed Funds by Phase (Estimates)</b>	<b>Fiscal Year when Funds are Programmed</b>
Preliminary Engineering	\$75,000.00	2022 - Including NEPA, final design
Construction Engineering	\$100,000.00	2025
Construction	\$1,700,000.00	2025
<b>Total Project Cost</b>	<b>\$1,875,000.00</b>	

This project has been added to the Office of Federal Lands Highway Transportation Improvement Program. It is the funding recipient/subrecipient's responsibility to coordinate this project's inclusion into the Metropolitan Planning Organization Transportation Improvement Program (if applicable) and the Iowa Statewide Transportation Improvement Program.

The programmed funds by phase in the table above are based on the current project estimate. The FLAP funding may be adjusted between programmed project phases based on need. If the estimated amount increases, the total programmed FLAP funds may not be sufficient to complete the project as programmed by the PDC. As necessary, additional funding needs to complete the project will be provided by the selectee to address any funding shortfall.

**Right-of-Way and Utilities:** Not known right-of-way conflicts. ROW agreements will be finalized before the advertisement of the project.

**Utilities:** No utility conflicts are anticipated. Utility agreements will be finalized before the advertisement of the project.

**Owner of Federal Lands to which the Project Provides Access:** Neal Smith National Wildlife Refuge (NWR), U.S. Fish and Wildlife Service (FWS)

**Entity with maintenance responsibility of facility:** Jasper County Secondary Roads has maintenance responsibility of the facility

**PDC considerations:** \$400k in FLTP funds for any funding shortfall

**Project Deliver Agent:** Iowa Department of Transportation (Iowa DOT)

**Reporting:** Enclosed with this letter in Attachment A is the project reporting template. As the selectee of FLAP funds, it is required that you submit this report **every 6 months** (January 15 and July 15) to the key staff listed below.

**Key Staff:**

Name	Agency	Contact Information
Mark Johnson Deputy Division Administrator	FHWA IA Division Office	515-233-7317 <a href="mailto:MarkA.Johnson@dot.gov">MarkA.Johnson@dot.gov</a>
Sean Litteral Planning and Development Team Leader	FHWA IA Division Office	515-233-7321 <a href="mailto:Sean.Litteral@dot.gov">Sean.Litteral@dot.gov</a>
Johnnie Gibson Transportation Specialist	FHWA IA Division Office	515-233-7322 <a href="mailto:Johnnie.Gibson@dot.gov">Johnnie.Gibson@dot.gov</a>
Jennifer Kolacia Transportation Planner	Iowa DOT	515-239-1738 <a href="mailto:Jennifer.Kolacia@iowadot.us">Jennifer.Kolacia@iowadot.us</a>
Stu Anderson Director, Planning, Programming, and Modal Division	Iowa DOT	515-239-1661 <a href="mailto:Stuart.anderson@dot.iowa.gov">Stuart.anderson@dot.iowa.gov</a>
Matt Chambers Transportation Planner, Officer of Project Management	Iowa DOT	515-239-1409 <a href="mailto:Matthew.chambers@dot.iowa.gov">Matthew.chambers@dot.iowa.gov</a>
Nicole Williams Office and Finance Manager	Jasper County Secondary Roads	641-792-5862 <a href="mailto:NWilliams@jasperia.org">NWilliams@jasperia.org</a>
Brandon Jutz Regional Coordinator, Refuge Roads Program	FWS	612-713-5407 <a href="mailto:Brandon_Jutz@fws.gov">Brandon_Jutz@fws.gov</a>
Scott Gilje Project Leader	Neal Smith NWR, FWS	515-994-3400 <a href="mailto:Scott_Gilje@fws.gov">Scott_Gilje@fws.gov</a>

Funds from the FLAP for this project are not guaranteed. Funding is dependent on the availability of appropriations from Congress. Any programmed FLAP funds remaining after the project is complete must be returned to Eastern Federal Lands Highway Division (EFLHD) for competitive reprogramming through the PDC.

The next step is for the EFLHD Office to coordinate the transition of this project to the Iowa Federal-aid Division Office, who will administer the project through their standard processes and procedures in conjunction with the Iowa Department of Transportation. Please contact Jennifer Kolacia, Transportation Planner, Iowa DOT to coordinate initiation of this project.

We appreciate your interest in the Federal Lands Access Program and look forward to the successful delivery of this important project.

Sincerely yours,

**HOLLY E  
BELL**

Digitally signed by  
HOLLY E BELL

Date: 2022.08.11  
16:23:49 -04'00'

Holly E. Bell  
EFLHD Planning & Programs Branch Chief

Enclosures

Attachment A: Project Reporting Requirements

cc:

Mr. Mark Johnson, Deputy Division Administrator, FHWA IA Division Office  
Mr. Sean Litteral, Planning and Development Team Leader, FHWA IA Division Office  
Mr. Johnnie Gibson, Transportation Specialist, FHWA IA Division Office

Mr. Stu Anderson, Director, Planning, Programming, and Modal Division, Iowa DOT  
Mr. Matt Chambers, Transportation Planner, Office of Program Management, Iowa DOT  
Ms. Jennifer Kolacia, Transportation Planner, Iowa DOT

Ms. Nicole Williams, Office and Finance Manager, Jasper County Secondary Roads, IA

Mr. Brandon Jutz, Regional Coordinator, Refuge Roads Program, FWS  
Mr. Nathan Caldwell, U.S. Fish and Wildlife Service Transit and Trails Coordinator, FWS

Ms. Raju Mooney, National FLAP Program Manager, FHWA FLH  
Mr. Joseph Taylor, Stewardship & Oversight Coordinator, FHWA FLH  
Mr. James Graves, National Program Manager, FHWA



# FLAP Project Report

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**ATTACHMENT A**

**From:** (enter selectee name, agency and contact information)

**Date:** (enter date when report is submitted)

**1. PROJECT DETAILS:**

Project Name	<i>Improved Access to Neal Smith NWR</i>
Project ID	<i>IA 21</i>
Benefitting FLMA(s)	<i>Neal Smith National Wildlife Refuge and U.S. Fish and Wildlife Service (FWS)</i>
Scope	<i>The scope is this project work includes stabilization and shaping of the existing roadways and replacement of existing bridge to the Neal Smith National Wildlife Refuge (NWR) and the Prairie Learning Center. The project includes three (3) sections, that will be designed simultaneously. All sections will include placement of a new hot mix asphalt pavement surface to enhance the county's existing granular roadways. Also, the work includes replacement of an existing bridge crossing over Walnut Creek at the north end of the refuge.</i>

**2. PROJECT STATUS**

**PHASE 1:**

Schedule	Anticipated Finish (MM/YY or N/A)	Actual Finish (MM/YY or N/A)
NEPA Document	Oct 2022 - Jan 2023	
Final Design	Oct 2022 - May 2023	
Advertisement	August 2023	
Construction Engineering	May 2024 - Sep 2024	
Construction	May 2024 - Sep 2024	
Contract Closeout	Sep 2024 - Jan 2025	

**PHASE 2:**

Schedule	Anticipated Finish (MM/YY or N/A)	Actual Finish (MM/YY or N/A)
NEPA Document	Oct 2022 - Jan 2023	
Final Design	Oct 2023 - May 2024	
Advertisement	August 2024	
Construction Engineering	May 2025 - Sep 2025	
Construction	May 2025 - Sep 2025	
Contract Closeout	Sep 2025 - Jan 2026	

**PHASE 3:**

Schedule	Anticipated Finish (MM/YY or N/A)	Actual Finish (MM/YY or N/A)
NEPA Document	Oct 2022 - Jan 2023	
Final Design	Oct 2022 - May 2023	
Advertisement	August 2023	
Construction Engineering	May 2024 - Sep 2024	
Construction	May 2024 - Sep 2024	
Contract Closeout	Sep 2024 - Jan 2025	





U.S. Department  
of Transportation

**Federal Highway  
Administration**

Eastern Federal Lands  
Highway Division

22001 Loudoun County Parkway  
Building E2, Suite 200  
Ashburn, VA 20147

**SENT VIA ELECTRONIC CORRESPONDENCE**

In Reply Refer to: HFPP-15

Michael Frietsch  
Jasper County Engineer  
910 N 11<sup>th</sup> Avenue E  
Newton, IA 50208

Subject: **Administrative Update IA 21** - Improved Access to Neal Smith NWR  
Improvement - Project Budget, Funding, Schedule, and Contact

Dear Mr. Frietsch,

This letter conveys changes to the Detailed Programming Letter:

- **Programmed Funding** first paragraph revised to correct the funding source(s).
- **Budget** table has been replaced with three (3) tables to show the three project phases.
- **Funding** table added to clarify the funds breakdown for each funding source and add a contingency.
- **PDC** notes have been revised to clarify the PDC approved additional funds.
- **Key Staff** table has been revised to remove and update contacts.
- **Attachment A** has been revised to update the project schedule.

This update supersedes the corresponding paragraphs and table provided in the Detailed Programming letter executed on August 11, 2022.

**Programmed Funding and Preliminary Schedule:** The Iowa PDC approved up to \$1,625,000.00 of FLAP funds. An additional \$400,000 of Federal Land Transportation Program (FLTP) funds were approved for the Scope of Work. The programmed funds may be used for construction. This amount does not include other additional contributions. There is no match requirement for the use of these funds.

**Project Budget:**

Phase 1	Programmed Funds by Phase (Estimates)	Fiscal Year when Funds are Programmed
Preliminary Engineering	\$117,400.00	FM and/or County Funds
Construction Engineering	\$20,000.00	FM and/or County Funds
Construction	\$2,300,000.00	2025/2026
<b>Phase 1 - Total Cost</b>	<b>\$2,437,000.00</b>	

Phase 2	Programmed Funds by Phase (Estimates)	Fiscal Year when Funds are Programmed
Preliminary Engineering	-	Engineering completed In-House
Construction Engineering	-	Engineering completed In-House
Construction	\$1,000,000.00	2026/2027
<b>Phase 2 – Total Cost</b>	<b>\$1,000,000.00</b>	

Phase 3	Programmed Funds by Phase (Estimates)	Fiscal Year when Funds are Programmed
Preliminary Engineering	-	Engineering completed In-House
Construction Engineering	-	Engineering completed In-House
Construction	\$500,000.00	2027/2028
<b>Phase 3 - Total Cost</b>	<b>\$500,000.00</b>	

**Funding:**

Fund Source	Amount	Comments
Federal Lands Access Program (FLAP)	\$1,625,000.00	Programmed \$1,475,000.00 Approved Contingency \$150,000.00
Federal Lands Transportation Program (FLTP)	\$400,000.00	FLTP
Other Additional Funds	\$1,962,000.00	FM and/or County Funds
<b>Total Project Cost</b>	<b>\$3,937,000.00</b>	

**PDC considerations:** The PDC reviewed the applicant's justification of significant increases to the construction costs since the initial request and approval June 2, 2022 and included a contingency amount \$150,000.00.

**Key Staff:**

Name	Agency	Contact Information
Mark Johnson Deputy Division Administrator	FHWA IA Division Office	515-233-7317 <a href="mailto:marka.johnson@dot.gov">marka.johnson@dot.gov</a>
Sean Litteral Planning and Development Team Leader	FHWA IA Division Office	515-233-7321 <a href="mailto:sean.litteral@dot.gov">sean.litteral@dot.gov</a>
Johnnie Gibson Transportation Specialist	FHWA IA Division Office	515-233-7322 <a href="mailto:johnnie.gibson@dot.gov">johnnie.gibson@dot.gov</a>
Jennifer Kolacia Transportation Planner	Iowa DOT	515-239-1738 <a href="mailto:jennifer.kolacia@iowadot.us">jennifer.kolacia@iowadot.us</a>
Stu Anderson Director, Planning, Programming & Modal Division	Iowa DOT	515-239-1661 <a href="mailto:stuart.anderson@dot.iowa.gov">stuart.anderson@dot.iowa.gov</a>
Michael Frietsch County Engineer	Jasper County	641-792-5862 <a href="mailto:mfrietsch@jasperia.org">mfrietsch@jasperia.org</a>
Nicole Williams Office and Finance Manager	Jasper County Secondary Roads	641-792-5862 <a href="mailto:nwilliams@jasperia.org">nwilliams@jasperia.org</a>
Brandon Jutz Regional Coordinator, Refuge Roads Program	FWS	612-713-5407 <a href="mailto:brandon_jutz@fws.gov">brandon_jutz@fws.gov</a>
Scott Gilje Project Leader	Neal Smith NWR, FWS	515-994-3400 <a href="mailto:scott_gilje@fws.gov">scott_gilje@fws.gov</a>

If you have any questions, please contact Meseret (Mezi) Yigezu at [meseret.yigezu@dot.gov](mailto:meseret.yigezu@dot.gov) or myself at [john.s.wilson@dot.gov](mailto:john.s.wilson@dot.gov).

Sincerely yours,

**JOHN S  
WILSON** Digitally signed by  
JOHN S WILSON  
Date: 2024.07.02  
11:40:12 -04'00'

John S. Wilson  
State / Access Program Manager

# FLAP Project Report

## ATTACHMENT A

**From:** (enter selectee name, agency and contact information)

**Date:** (enter date when report is submitted)

### 1. PROJECT DETAILS:

Project Name	<i>Improved Access to Neal Smith NWR</i>
Project ID	<i>IA 21</i>
Benefitting FLMA(s)	<i>Neal Smith National Wildlife Refuge and U.S. Fish and Wildlife Service (FWS)</i>
Scope	<i>The scope is this project work includes stabilization and shaping of the existing roadways and replacement of existing bridge to the Neal Smith National Wildlife Refuge (NWR) and the Prairie Learning Center. The project includes three (3) sections, that will be designed simultaneously. All sections will include placement of a new hot mix asphalt pavement surface to enhance the county's existing granular roadways. Also, the work includes replacement of an existing bridge crossing over Walnut Creek at the north end of the refuge.</i>

### 2. PROJECT STATUS

#### PHASE 1:

Schedule	Anticipated Finish (MM/YY or N/A)	Actual Finish (MM/YY or N/A)
NEPA Document	Dec. 2023 - Jul. 2024	
Final Design	Jul. 2024 - Sep. 2024	
Advertisement	Oct. 2024	
Construction Engineering	May 2025 - Sep. 2025	
Construction	May 2025 - Sep. 2025	
Contract Closeout	Sep. 2025 - Jan. 2026	

#### PHASE 2:

Schedule	Anticipated Finish (MM/YY or N/A)	Actual Finish (MM/YY or N/A)
NEPA Document	Oct 2024 - Jan. 2023	
Final Design	Feb. 2025 - May 2025	
Advertisement	Aug. 2025	
Construction Engineering	May 2026 - Sep. 2026	
Construction	May 2026 - Sep. 2026	
Contract Closeout	Sep. 2026 - Jan. 2027	

# FLAP Project Report

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## PHASE 3:

<b>Schedule</b>	<b>Anticipated Finish (MM/YY or N/A)</b>	<b>Actual Finish (MM/YY or N/A)</b>
NEPA Document	Oct 2025 - Jan. 2026	
Final Design	Feb. 2026 - May 2026	
Advertisement	Aug. 2026	
Construction Engineering	May 2027 - Sep. 2027	
Construction	May 2027 - Sep. 2027	
Contract Closeout	Sep. 2027 - Jan. 2028	

**SPECIAL USE PERMIT BETWEEN US FISH & WILDLIFE SERVICE AND JASPER COUNTY, IOWA REGARDING PROPOSED SURFACE IMPROVEMENTS TO W 129<sup>TH</sup> ST S AND S 96<sup>TH</sup> AVE W AND ASSOCIATED WORK**

The requirements specified below are to be carried out by Jasper County, Iowa (County) and contractors working on behalf of the County or others associated with the Iowa DOT in support of said project.

Work occurring on US Fish & Wildlife Service (Refuge) property will be approved by Refuge management prior to any field work being done. The Refuge shall be invited to the Pre-Construction Meeting as scheduled by the County. Meeting shall include prime contractor and their subcontractors, County officials and staff, Iowa DOT staff, Refuge staff, and other critical stakeholders associated with said project. Refuge staff shall at this meeting inform participants of guidelines for working on their property – ingress/egress, slopes, routes, etc. Work allowed and manner of execution of this work by this Special Use Permit shall be as follows:

**BORROW SITE**

- Use established routes per approved Travel Path map as attached with this special use permit
- Removal of terraces will be no deeper than current grade
- Ground will be smoothed/back bladed to allow for follow up planting
- Gates will be locked at the end of each shift
- Evening/weekend work will be coordinated with refuge management
- No deviations from approved plan without the refuge managers approval
- **Empty trucks** may use Pacific street to return to excavation site

**ROAD DITCH/ROW**

- Ensure all field entrances remain intact
- Allowed to work outside the ROW for riprap placement, but will need to rehab any disturbed ground
- 4:1 slope on road ditch for mowing/maintenance purposes
- Signs can be removed (forward/back) if needed
- All work must be first approved by refuge management
- No deviations from approved plan without refuge management approval
- Evening/weekend work will be coordinated with refuge management



The parties are causing this Special Use Permit to be become binding and effective as of the date when all parties have signed this Special Use Permit.

JASPER COUNTY, IOWA

US FISH & WILDLIFE SERVICE

By: \_\_\_\_\_  
Brandon Talsma, Chairman  
Jasper County Board of Supervisors

By: \_\_\_\_\_  
Scott Gilje, Project Leader – Neal  
Smith NWR

ATTEST:

Date: \_\_\_\_\_, 2025

By: \_\_\_\_\_  
Jenna Jennings, Auditor  
Jasper County, Iowa

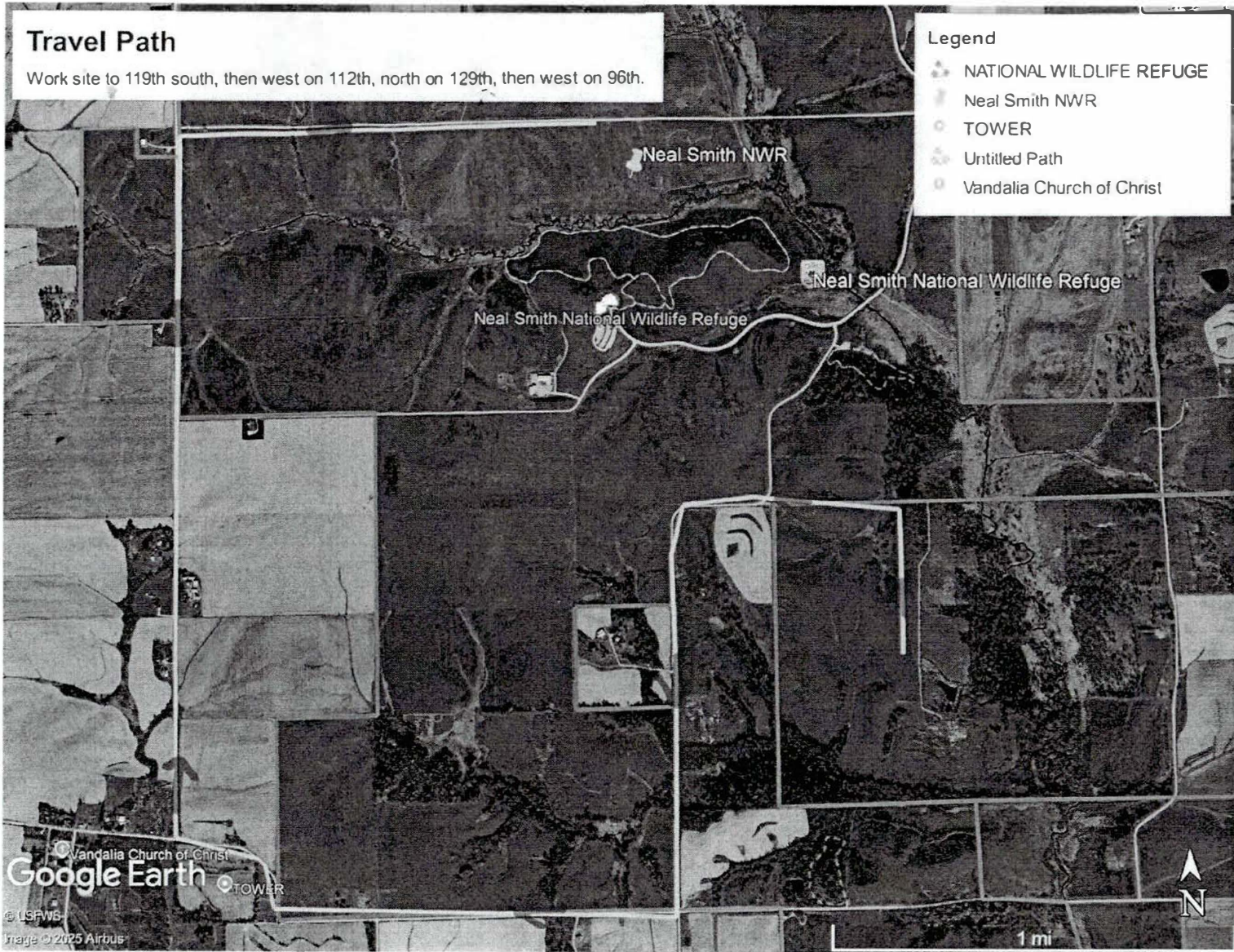
Date: \_\_\_\_\_, 2025

### Travel Path

Work site to 119th south, then west on 112th, north on 129th, then west on 96th.

### Legend

- NATIONAL WILDLIFE REFUGE
- Neal Smith NWR
- TOWER
- Untilled Path
- Vandalia Church of Christ



# ALLENDER BUTZKE ENGINEERS INC.

GEOTECHNICAL • ENVIRONMENTAL • CONSTRUCTION Q. C.



## STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

**PROJECT NAME:** Jasper County Bridge S07 **PN:** 251107  
**PROJECT ADDRESS:** Highway F-62 E over Elk Creek  
Section 10, Elk Creek Township, Jasper County, Iowa  
**CLIENT:** Jasper County Engineer Attn: Rick Elliot, Technical Design Manager  
**ADDRESS:** 910 N 11<sup>th</sup> Avenue East  
Newton, IA 50208

**SCOPE:** Geotechnical Exploration - Mobilization with truck mounted drilling equipment, boring locations, utility locations (Iowa One Call), drill 4 borings 80 +/- feet deep with blow counts in two borings (one pier and one abutment), laboratory testing, abutment slope stability analysis, LRFD soil design parameters for driven pile, typed boring logs, and written report.


**COMPENSATION TERMS:** Total cost for the above scope of services will be \$12,500. Consultation subsequent to completion of report invoiced at current engineering rates. We assume the county will provide traffic control during drilling operations, the costs of which is not included in the above fee.

**REMARKS:** Field exploration could be scheduled to be conducted within one to two weeks of receiving authorization, weather permitting. A verbal report of our findings and recommendations will be available one week after drilling, followed one week later with the written report. ABE will contact only Iowa One Call for public utility locates.

Services covered by the Agreement will be performed in accordance with the GENERAL CONDITIONS stated on the following page and any attachments or schedules. This Agreement supersedes all prior agreements and understandings and may only be changed by written amendment executed by both parties.

PROPOSED BY ABE INC.

ACCEPTED FOR CLIENT

By:   
David Logemann, P.E.  
Title: Principal Engineer  
Date: 1/15/2025

By: \_\_\_\_\_  
Printed Name  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**PLEASE SIGN AND RETURN ACCEPTANCE AGREEMENT TO OUR OFFICE, THANK YOU!**  
I Email Above

ATTEST: \_\_\_\_\_  
Jenna Jennings  
Jasper County Auditor







	Code	Default Title	Total FTE(s)	Current FTE(s)	Position Group	Dept #	Department
1	310003-004	TREASURER CLERK	1	0	FTE	3	Treasurer
2	310003-007	CLERK TREASURER	1	0	FTE	3	Treasurer
3	150004-005	LEGAL ASSISTANT	1	0	FTE	4	Attorney's Office
4	160005-003	SHERIFF TRANSPORT	1	0		5	Sheriff
5	160005-004	SHERIFF TRANSPORT	1	0		5	Sheriff
6	160005-005	SHERIFF TRANSPORT	1	0		5	Sheriff
7	161005-003	SHERIFF SERVER	1	0		5	Sheriff
8	510005-010	DEPUTY SHERIFF	1	0	FTE	5	Sheriff
9	515005-014	PT JAILER	1	0		5	Sheriff
10	515005-020	PT JAILER	1	0		5	Sheriff
11	515005-021	PT JAILER	1	0		5	Sheriff
12	515005-023	PT JAILER	1	0		5	Sheriff
13	515005-024	PT JAILER	1	0		5	Sheriff
14	516005-013	PT COMMUNICATIONS	1	0		5	Sheriff
15	120007-002	DEPUTY RECORDER	1	0	FTE	7	Recorder
16	310007-001	CLERK RECORDER	1	0	FTE	7	Recorder
17	310007-004	PT CLERK RECORDER	1	0		7	Recorder
18	262020-005	SURVEYOR	1	0	FTE	20	Secondary Roads
19	264020-001	ASST MAINT SUPER II	1	0	FTE	20	Secondary Roads
20	720020-001	GRADE II AC/COMP SPEC	1	0	FTE	20	Secondary Roads
21	720020-002	GRADE II AC/COMP SPEC - PT	1	0	FTE	20	Secondary Roads
22	732200-001	GRADE III TRUCK DRIVER	1	0	FTE	20	Secondary Roads
23	732200-002	GRADE III TRUCK DRIVER	1	0	FTE	20	Secondary Roads
24	732200-003	GRADE III TRUCK DRIVER	1	0	FTE	20	Secondary Roads
25	732200-004	GRADE III TRUCK DRIVER	1	0	FTE	20	Secondary Roads
26	732200-005	GRADE III TRUCK DRIVER	1	0	FTE	20	Secondary Roads
27	733200-001	GRADE III BLADE OPERATOR	1	0	FTE	20	Secondary Roads
28	733200-002	GRADE III BLADE OPERATOR	1	0	FTE	20	Secondary Roads
29	733200-004	GRADE III BLADE OPERATOR	1	0	FTE	20	Secondary Roads
30	733200-005	GRADE III BLADE OPERATOR	1	0	FTE	20	Secondary Roads
31	733200-006	GRADE III BLADE OPERATOR	1	0	FTE	20	Secondary Roads
32	733200-007	GRADE III BLADE OPERATOR	1	0	FTE	20	Secondary Roads
33	770200-002	GRADE VI SIGN FOREMAN	2	1	FTE	20	Secondary Roads
34	770200-003	GRADE VI WORKING FOREMAN	1	0	FTE	20	Secondary Roads
35	770200-004	GRADE VI BRIDGE FOREMAN	1	0	FTE	20	Secondary Roads
36	780020-001	GRADE VII SURV DES SPEC	1	0	FTE	20	Secondary Roads
37	171022-001	NATURALIST II	1	0	FTE	22	Conservation
38	172022-001	PARK OFFICER	1	0	FTE	22	Conservation
39	110224-001	HOME CARE MANAGER	1	0	FTE	24	Public Health
40	110324-001	1B EMERG PREP GRANT COORDINATO	1	0	FTE	24	Public Health
41	406024-001	HOME CARE AIDE	1	0	FTE	24	Public Health
42	406024-002	HOME CARE AIDE	1	0	FTE	24	Public Health
43	406024-003	HOME CARE AIDE	1	0	FTE	24	Public Health



	Code	Default Title	Total FTE(s)	Current FTE(s)	Position Group	Dept #	Department
44	406024-004	HOME CARE AIDE	1	0	FTE	24	Public Health
45	406024-005	HOME CARE AIDE	1	0	FTE	24	Public Health
46	406024-006	HOME CARE AIDE	1	0	FTE	24	Public Health
47	406024-007	HOME CARE AIDE	1	0	FTE	24	Public Health
48	406024-008	HOME CARE AIDE	1	0	FTE	24	Public Health
49	407024-001	PT PRN PUBLIC HEALTH NURSE	1	0		24	Public Health
50	407024-002	PT PRN PUBLIC HEALTH AIDE	1	0		24	Public Health
51	408024-001	PARENTS AS TEACHERS	1	0	FTE	24	Public Health
52	409024-001	PT PARENTS AS TEACHERS	1	0		24	Public Health
53	110026-001	ANIMAL CONTROL OFFICER - TEMP	1	0	FTE	26	Community Development
54	110026-002	ANIMAL CONTROL OFFICER	1	0	FTE	26	Community Development
55	110026-003	ANIMAL CONTROL OFFICER	1	0	FTE	26	Community Development
56	130038-001	ASSISTANT DIR CONG MEALS	1	0		38	Congregate Meals
57	180038-012	PT DRIVER	1	0		38	Congregate Meals
58	180038-014	PT DRIVER	1	0		38	Congregate Meals
59	183038-002	PT SITE MANAGER	1	0		38	Congregate Meals
60	335038-002	HEAD COOK	1	0	FTE	38	Congregate Meals
61	345038-005	3RD COOK	1	0		38	Congregate Meals
62	345038-006	DISHWASHER	1	0		38	Congregate Meals
63	345038-007	3RD COOK	1	0		38	Congregate Meals
64	345038-008	3RD COOK	1	0		38	Congregate Meals
65	345038-011	3RD COOK (FLOATER)	1	0		38	Congregate Meals
66	130051-001	ASSISTANT DIRECTOR MAINT	1	0	FTE	51	Maintenance
67	260051-001	TEMP PT SEASONAL MAINT	1	0		51	Maintenance
68	322051-001	PT MAINTENANCE TECH	1	0		51	Maintenance
69	325051-003	CUSTODIAN	1	0	FTE	51	Maintenance
70	190052-001	PT INFO SYSTEMS TECH	1	0	FTE	52	IT
71	330052-002	SOCIAL MEDIA/COMMUNICATIONS SPECIALIST	1	0	FTE	52	IT
72	110023-001	SANITARIAN	1	0	FTE	53	Community Development
73	405024-001	OFFICE COORDINATOR	1	0	FTE	53	Community Development
74	315053-001	CLERK ZONING	1	0		53	Community Development
75	317053-001	PT CLERK ZONING	1	0		53	Community Development
76	318053-001	PT PERMIT TECH	1	0	FTE	53	Community Development
77	350053-002	FT TEMP PERMIT TECH	1	0	FTE	53	Community Development
78	110055-001	DIRECTOR GIS	1	0	FTE	55	GIS
79	110059-001	DIRECTOR COMMUNITY SERV	1	0	FTE	59	Community Services
80	130059-001	ASSISTANT DIR COMM SERV	1	0	FTE	59	Community Services
81	190059-001	PT SERVICE COORDINATOR	1	0	FTE	59	Community Services
82	190059-002	SERVICE COORDINATOR	1	0	FTE	59	Community Services
83	110080-002	TEMP ASSESSOR	1	0	FTE	80	Assessor
84	250080-001	APPRAISER ASSESSOR	1	0	FTE	80	Assessor
85	250080-002	APPRAISER ASSESSOR	1	0	FTE	80	Assessor
86	APPRAISER ASSESSOR	APPRAISER ASSESSOR	2	0	FTE	80	Assessor

**JASPER COUNTY SHERIFF'S  
REPORT OF RECEIPTS AND DISBURSEMENTS  
For the 2nd Quarter Ending**

Item 7  
January 21, 2025

**FY: 2024-2025  
QTR: 2nd**

**December 31, 2024  
OCT-NOV-DEC**

**RECEIPTS:**

Fees	\$ 27,832.32
Mileage	\$ 7,713.46
Miscellaneous to Treasurer	\$ 167,331.11

Board/Care Prisoners	\$ 145,140.00
Work Release & Prisoner Reimb	\$ 9,118.16
C/W Permits County	\$ 3,520.00
Purchase Permits	\$ 200.00
DARE Trust Fund	\$ -
DARE Reimbursement	\$ -
Miscellaneous	\$ 721.54
Sex Offender Registry	\$ 100.00
Prisoner's Phone	\$ 7,190.39
K-9	\$ -
In House Detention	\$ -
	\$ -
Drug Task Force Reimbursement	\$ -
Tobacco Compliance Checks	\$ -
Forfeiture Money	\$ -
Concessions/Comm	\$ -
	\$ -
Overpayment-\$5 or less	\$ 11.72
Donations - Reserve Deputy	\$ -
Inmate Medical Reimbursement	\$ 1,329.30
Motor Vehicle Inspection Fee	\$ -
Miscellaneous Trusts	\$ 90,417.55
C/W Permits to State IDPS	\$ 910.00
Condemnations	\$ -
Sheriff's Sale	\$ 178,108.80
APPLIED RECEIPTS for the Qtr TOTAL	\$ 472,313.24
	\$ -
{DEPOSITS FOR THE QTR}	\$ 472,313.24

**DISBURSEMENTS:**

County Treasurer Receipts	\$ 202,876.89
Clerks of Court	\$ 41,463.63
Garnished Funds (other)	\$ -
C/W Permits to IDPS	\$ 910.00
Miscellaneous Trusts	\$ 16,886.70
Sheriff's Sale	\$ 178,108.80
MT Disbursed	\$ 10,940.03

**\*\* DISBURSEMENTS for the QTR TOTAL \$ 451,186.05**

JASPER COUNTY AUDITOR  
JAN 13 2025 9:18

BALANCE ON HAND BEGINNING OF QUARTER	\$ 409.04
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Total Receipts	\$ 472,313.24
Total Disbursements	\$ 451,186.05

BALANCE ON HAND END OF QUARTER	\$ 21,536.23
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I, the undersigned, do hereby certify that the report given above is a correct report of fees and expenses charged, and of collections and disbursements by me as Sheriff during the specified period.

Dated this 31<sup>st</sup> day of January, 2025.

  
**BRAD M. SHUTTS, SHERIFF**  
Jasper County, Iowa

prepared by   
Julie P. Odds

JASPER COUNTY SHERIFF  
Treasurer's Report - EMS FUND  
10/01/2024 thru 12/31/2024

2nd Qtr  
2024-2025

Credit (Receipt) Details - Includes all Fees not paid to ending date

Item/Service	Account Number	Amount
EMS	0305-1-05-1200-539100	2,100.00
<b>Total Due County Treasurer:</b>		<b>2,100.00</b>



BRAD M SHUTTS, SHERIFF

prepared by Julie P. Dobbins

RECORDER'S QUARTERLY REPORT  
Jasper County, Iowa

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 Oct 1, 2024 through Dec 31, 2024 and the same have been paid to the county Treasurer.

*Denise Allan*

Denise Allan, Jasper County Recorder

Date: January 3, 2025

Jenna Jennings, Jasper County Auditor

Recording Fees	0001-1-07-8110-400000	40,575.00
Copies	0001-1-07-8110-400070	0.00
Mailing Fees	0001-1-07-8110-425000	192.00
Auditor's Trans	0001-1-07-9010-410000	2,485.00
County Trans Tax	0001-1-07-8110-404000	16,525.33
Overpayments	0001-4-07-0054-822000	119.00
ELSI Co Fees	0001-1-07-8110-403000	1,661.50
Co Boat Title	0001-1-22-6110-412000	85.00
Co Boat Lien	0001-1-07-8110-418000	0.00
Snow Title/Lien	0001-1-07-8110-401100	25.00
ATV/ORV/Title/Lien	0001-1-07-8110-401200	645.00
Vital Cert Co	0001-1-07-8110-413000	2,340.00
Co Marriages	0001-1-07-8110-417000	208.00
Int Bank Acct	0001-4-07-0054-600000	29.37
Record Mgmt	0024-1-07-8110-414000	1,691.00
E-Fees	5300-1-77-0500-416000	1,691.00
Laredo Subscription	0001-1-07-8110-405000	233.33
Laredo Copies	0001-1-07-8110-406000	0.00
Monarch Subscription	0001-1-07-8110-407000	0.00
Misc Revenue Fees	0001-1-07-8110-849000	1,639.52
Total County Fee Collected For:	4th Quarter 2024	70,145.05

Fund Transaction Summary Report by Account Number

Account Number	Fund Name	Total Fund Amount
-6	PAID CHARGE FUND	333.00
	<b>Subtotal for -6:</b>	<b>333.00</b>
0001-1-07-8110-84900	MISC REVENUE	1,739.21
	<b>Subtotal for 0001-1-07-8110-84900:</b>	<b>1,739.21</b>
A-00001-1-07-8110-400000	RECORDING FUND	40,575.00
	<b>Subtotal for A-00001-1-07-8110-400000:</b>	<b>40,575.00</b>
B-001-1-07-9010-410000	AUDITOR TRANSFER FEE	2,485.00
	<b>Subtotal for B-001-1-07-9010-410000:</b>	<b>2,485.00</b>
C-0024-1-07-8110-414000	RECORDS MANAGEMENT	1,691.00
	<b>Subtotal for C-0024-1-07-8110-414000:</b>	<b>1,691.00</b>
D-5300-1-77-0500-41600	E-COMMERCE FUND	1,691.00
	<b>Subtotal for D-5300-1-77-0500-41600:</b>	<b>1,691.00</b>
E-0001-1-07-8110-404000	COUNTY TRANSFER TAX	16,525.33
	<b>Subtotal for E-0001-1-07-8110-404000:</b>	<b>16,525.33</b>
F-STATE TRANSFER TAX	STATE TRANSFER TAX	79,275.47
	<b>Subtotal for F-STATE TRANSFER TAX</b>	<b>79,275.47</b>
G-0001-1-07-8110-41300	DEATH CERT COPIES - COUNTY	1,732.00
	BIRTH CERT COPIES - COUNTY	440.00
	MARRIAGE CERT COPIES - COUNTY	168.00
	<b>Subtotal for G-0001-1-07-8110-41300:</b>	<b>2,340.00</b>
H-0001-1-07-8110-417000	MARRIAGE LICENSE - COUNTY	208.00
	<b>Subtotal for H-0001-1-07-8110-417000:</b>	<b>208.00</b>
I-MARRIAGE STATE	MARRIAGE LICENSE - STATE	1,612.00
	MARRIAGE WAIVER - STATE	5.00
	<b>Subtotal for I-MARRIAGE STATE:</b>	<b>1,617.00</b>
I-VITALS STATE		



Fund Transaction Summary Report by Account Number

Account Number	Fund Name	Total Fund Amount
	DEATH CERT COPIES - STATE	4,763.00
	BIRTH CERT COPIES - STATE	1,210.00
	MARRIAGE CERT COPIES - STATE	462.00
	<b>Subtotal for I-VITALS STATE:</b>	<b>6,435.00</b>
K-0001-1-07-8110-403000	WRITING FEE - COUNTY	1,661.50
	<b>Subtotal for K-0001-1-07-8110-403000:</b>	<b>1,661.50</b>
M-0001-1-22-6110-412000	BOAT TITLE - COUNTY	85.00
	<b>Subtotal for M-0001-1-22-6110-412000:</b>	<b>85.00</b>
N-0001-1-07-8110-401200	ATV / OHV TITLE - COUNTY	555.00
	<b>Subtotal for N-0001-1-07-8110-401200</b>	<b>555.00</b>
	:	
N-ATV LIEN - STATE	ATV / OHV LIEN - STATE	90.00
	<b>Subtotal for N-ATV LIEN - STATE:</b>	<b>90.00</b>
N-ATV/OHV LIEN COUNTY	ATV/OHV LIEN - COUNTY	90.00
	<b>Subtotal for N-ATV/OHV LIEN COUNTY:</b>	<b>90.00</b>
N-ATV/OHV TITLE - STATE	ATV/OHV TITLE - STATE	555.00
	<b>Subtotal for N-ATV/OHV TITLE - STATE:</b>	<b>555.00</b>
O-0001-4-07-0054-82200	OVER PAYMENT FUND	119.00
	<b>Subtotal for O-0001-4-07-0054-82200:</b>	<b>119.00</b>
P-0001-1-07-8110-425000	RVVRS MAILING FEE	192.00
	<b>Subtotal for P-0001-1-07-8110-425000</b>	<b>192.00</b>
	:	
Q-DOR	BOAT TITLE DOR	85.00
	<b>Subtotal for Q-DOR:</b>	<b>85.00</b>
R-LOCAL TAX	LOCAL TAX	1,351.50
	<b>Subtotal for R-LOCAL TAX:</b>	<b>1,351.50</b>
R-STATE TAX	STATE TAX	8,109.00



Fund Transaction Summary Report by Account Number

Account Number	Fund Name	Total Fund Amount
	<b>Subtotal for R-STATE TAX:</b>	<b>8,109.00</b>
R-USE TAX	USE TAX	2,751.06
	<b>Subtotal for R-USE TAX:</b>	<b>2,751.06</b>
T-0001-1-07-8110-401100	SNOW TITLE - COUNTY	25.00
	<b>Subtotal for T-0001-1-07-8110-401100:</b>	<b>25.00</b>
T-RVVRS - STATE	RVVRS - STATE	11,825.35
	<b>Subtotal for T-RVVRS - STATE:</b>	<b>11,825.35</b>
T-SNOW TITLE - STATE	SNOW TITLE - STATE	25.00
	<b>Subtotal for T-SNOW TITLE - STATE:</b>	<b>25.00</b>
U-DNR ELSI - STATE	ELSI - STATE	4,004.00
	<b>Subtotal for U-DNR ELSI - STATE:</b>	<b>4,004.00</b>
V-0001-1-07-8110-405000	LAREDO SUBSCRIPTION FUND	233.33
	<b>Subtotal for V-0001-1-07-8110-405000:</b>	<b>233.33</b>
	<b>Grand Total:</b>	<b>186,671.75</b>

End of Report

January 14, 2025

Tuesday, January 14, 2025, the Jasper County Board of Supervisors met in regular session at 9:30 a.m. with Supervisors Talsma, Nearmyer and Cupples present and accounted for; Chairman Talsma presiding.

Motion by Cupples, seconded by Nearmyer to open a Public Hearing to reclassify Indian Street starting approximately .80 miles South of N. 67<sup>th</sup> Ave. E. thence East Southeast approximately .56 miles to Immigrant Ave. as an Area Service B Road pursuant to Jasper County Ordinance No. IV-1.

YEA: CUPPLES, NEARMYER, TALSMA

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

YEA: CUPPLES, NEARMYER, TALSMA

No action was taken on the Resolution for reduced level of maintenance to Area Service B Road in Jasper County (Indian Street).

Motion by Cupples, seconded by Nearmyer to adopt Resolution 25-08 approving the 2025 County Five Year Program Resolution 1.1.

YEA: CUPPLES, NEARMYER, TALSMA

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

Motion by Nearmyer, seconded by Cupples to approve a temporary easement for Parcel ID No. 16.08.300.006 – Parcel 3 – The North 38.5' of Parcel A of Section 8, Township 78 North, Range 21 West of the 5<sup>th</sup> P.M., now included in and forming a part of Jasper County, Iowa as shown in a Plat of Survey Recorded in Book 1154 Page 53 of the Jasper County Recorder's Office, being a 20.00 foot strip of land lying 20.00 feet West of the existing West Right-of-Way line of W. 129<sup>th</sup> St. S. and containing 770 S.F. (FLAP-C050(133)—6L-50).

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Cupples, seconded by Nearmyer to approve an Officer Training Liability Agreement for Deputy Wyatt Dillon.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Nearmyer, seconded by Cupples to approve an Officer Training Liability Agreement for Deputy Troy Daehler.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Nearmyer, seconded by Cupples to approve an Officer Training Liability Agreement for Deputy Michael Spray.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Nearmyer, seconded by Cupples to adopt Resolution 25-09 approving Jasper County Jail Fees.

YEA: CUPPLES, NEARMYER, TALSMA

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

Motion by Cupples, seconded by Nearmyer to adopt Resolution 25-10, 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	Permanent Part-Time Deputy Sheriff Court Services	Jeffery Morrison	\$35.49	Step 4 Union Scale As of 7/27/24	1/16/25

YEA: CUPPLES, NEARMYER, TALSMA

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

Motion by Nearmyer, seconded by Cupples to adopt Resolution 25-11, 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	Part-Time Telecommunicator 911 Dispatcher	Savannah Olson	\$21.01	Hire-In Rate Union Scale As of 7/27/24	2/1/25

YEA: CUPPLES, NEARMYER, TALSMA

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

Motion by Nearmyer, seconded by Cupples to approve the Fastpitch SB Complex Plat 1 Subdivision Plat Name for Newton.

YEA: CUPPLES, NEARMYER, TALSMA

Auditor Jennings discussed with the Board about adding a land use easement to the 3-acre lot that the Board is proposing to allow Crisis Canines to build a facility on located by the old ARL building. This would allow for clear boundary lines and would also be incorporated in with the signed lease agreement. Lowry Land Services presented an agreement for the work if the Board decided to move in that direction.

Motion by Nearmyer, seconded by Cupples to approve a professional service agreement with Lowry Land Services in the amount of \$2,650.00 to map out a land use easement for Crisis Canines.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Nearmyer, seconded by Cupples to approve claims paid through January 14, 2025.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Cupples, seconded by Nearmyer to approve the Board of Supervisors Special meeting minutes for January 7, 2025.

YEA: CUPPLES, NEARMYER, TALSMA

There were no Board Appointments.

Motion by Cupples, seconded by Nearmyer to adjourn from the regular meeting and enter into a work session.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Nearmyer, seconded by Cupples to open the regular meeting back up to correct an error on the wording approving the minutes for January 7, 2025.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Nearmyer, seconded by Cupples to approve the Board of Supervisors minutes for January 7, 2025.

YEA: CUPPLES, NEARMYER, TALSMA

Motion by Cupples, seconded by Nearmyer to adjourn from the regular meeting and enter into a work session.

YEA: CUPPLES, NEARMYER, TALSMA

The Board discussed moving a few employees that were no longer in Union Contracts onto an hourly pay scale.

Motion by Nearmyer, seconded by Cupples to adjourn the Tuesday, January 14, 2025, meeting of the Jasper County Board of Supervisors.

YEA: CUPPLES, NEARMYER, TALSMA

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Jenna Jennings, Auditor

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Brandon Talsma, Chairman