



HARDIN COUNTY
Board of Supervisors

Wednesday, January 2, 2019

1. 8:15 A.M. Drainage
[VIEW REGULAR DRAINAGE MEETING AGENDA](#)
Courthouse Large Conference Room
2. 9:00 A.M. Organizational Meeting
Courthouse Large Conference Room
3. Call To Order
4. Pledge Of Allegiance
5. Appoint 2019 Board Chair
6. Appoint 2019 Board Vice-Chair
7. Approval Of Agenda
8. Approval Of Minutes

Documents:

[12-26-2018_MINUTES.PDF](#)
[12-28-2018_MINUTES.PDF](#)

9. Appoint Board Members For County Representation
Emergency Management
Hardin County Solid Waste Commission
Hardin County Solid Waste Commission Alternate
Hardin County EMS Council
Iowa Workforce Board
Mid-Iowa Community Action
Region Six Planning Commission
Second Judicial District Board of Directors
Second Judicial District Alternate
Heartland Insurance Risk Pool Board
Heartland Insurance Risk Pool Alternate
Juvenile Detention Center Commission
Juvenile Detention Center Alternate
Northeast Iowa Response Group Board
Northeast Iowa Response Group Alternate
Hardin County Firemen's Association
Hardin County Firemen's Association Alternate
Endowment Foundation Advisory Board
HCCDC Council
HCCDC Alternate
E-911 Board Representative
Board of Health
Decategorization Board
Access, Inc.
Senior Issues

Senior Issues Alternate
Enterprise Zone Commission
Greenbelt Home Care
Greenbelt Home Care Alternate
Central Iowa Community Services Board
Central Iowa Community Services Board Alternate
Central Iowa Case Management Board
Hardin County Trails Commission
Iowa River Trail Board
Central Iowa Recovery
Central Iowa Recovery Alternate

10. 2019 Attendance At Iowa State Association Of Counties Meetings

11. 2019 Holidays

12. 2019 Legal Newspapers

13. 2019 Appointments

County Conservation Board
County Board of Health
MH/DD Advisory Board
Zoning Commission
Zoning Adjustment Board
Board of Condemnation
Pioneer Cemetery Commission
Weed Commissioner
Prairie Rivers of Iowa Resource Conservation & Development Board

14. Set Date And Time For 2019 Regular Board Meetings

15. Medical Examiner Agreement

16. Medical Examiner Investigator Services Agreements

17. Resolution Naming Depositories

Documents:

[2019 NAMING DEPOSITORIES.PDF](#)

18. Investment Policy

Documents:

[2019 INVESTMENT POLICY.PDF](#)

19. Hardin County Embargo Resolution

Documents:

[HARDIN COUNTY EMBARGO RESOLUTION.PDF](#)

20. Resolution For Temporary Road Closures

Documents:

[2019-01-02 TEMPORARY CLOSURES RESOLUTION.PDF](#)

21. Accept Payment & Performance Bond - HVAC System
22. Utility Permits & Secondary Roads Department
23. Other Business
24. Adjournment
25. 10:00 A.M. Working On FY 2019/2020 County Budget
26. Discussion On County Policies
27. Discussion On Appointments Of Township Clerks & Trustees

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – DECEMBER 26, 2018
WEDNESDAY 10:00 A.M.
COURTHOUSE LARGE CONFERENCE ROOM

Vice-Chair Reneé McClellan called the meeting to order. Also present was Supervisor Lance Granzow; and Lori Kadner, Angela De La Riva, Taylor Roll, Matthew Rezab, Curt Groen, Matt Jones, Lillian Kies, Megan Dohrman, Rick Patrie, Bob Juber, Donna Juber, Julie Duhn, Mark Buschkamp, Dave Dunn, Dave McDaniel, Jessica Lara, Jody Mesch, Machel Eichmeier, and Nancy Lauver. Supervisor BJ Hoffman joined the meeting via phone.

The Pledge of Allegiance was recited.

Hoffman moved, Granzow seconded to approve the agenda as posted. Motion carried.

Granzow moved, Hoffman seconded to approve the minutes of December 19, 2018. Motion carried.

At 10:02 a.m. Vice-Chair McClellan opened the public hearing on the FY 2018/2019 Budget Amendment. Public comments were addressed. No oral or written objections were received. Hoffman moved, Granzow seconded to close the public hearing. Motion carried.

Granzow moved, Hoffman seconded to approve the FY 2018/2019 Budget Amendment. Roll Call Vote: “Ayes” Granzow, Hoffman, and McClellan. “Nays” None. Motion carried.

WHEREUPON Board Member Granzow moved that the following Resolution be adopted:

APPROPRIATIONS RESOLUTION AMENDMENT
RESOLUTION No. 2018 - 45

On December 26, 2018, a budget hearing for an amendment was held. The budget amendment was approved and the following appropriation amendments shall be made as deemed necessary:

Office or Department	Amended Appropriation Amount
General Services Dept 49	\$1,000,000
Sheriff	\$500,000

Motion was seconded by Board Member Hoffman and after due consideration thereof, the roll was called and the following Board Members voted:

AYES: Granzow, Hoffman, and McClellan
NAYS: None
ABSENT: None
ABSTAIN: None

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this 26th day of December, 2018.

/s/ Reneé McClellan
Reneé McClellan, Vice-Chair
Board of Supervisors

ATTEST:

/s/ Jessica Lara
Jessica Lara
Hardin County Auditor

Utility Permits: None.

Secondary Roads Department:

A brief department update was provided by County Engineer Taylor Roll.

Hoffman moved, Granzow seconded to approve the Amendment to Employee Policy – Changes to Employee Health Plan. Motion carried.

No bids were received for financing of the Courthouse HVAC Replacement Project.

Public Comments: None.

Megan Dohrman provided an IRVM update to the Board, and the following action was taken: Hoffman moved, Granzow seconded to approve the IRVM report as presented by Megan Dohrman. Motion carried.

Other Business:

County Engineer Taylor Roll reported that Pine Lake black top, Co Hwy S56, will be closed and detoured the week of January 7, 2019 for IRVM roadside maintenance. No action was necessary; informational only.

Granzow moved, Hoffman seconded to adjourn. Motion carried.

BJ Hoffman, Chairman
Board of Supervisors

Jessica Lara
Hardin County Auditor

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – DECEMBER 28, 2018
FRIDAY -- 10:00 A.M.
COURTHOUSE LARGE CONFERENCE ROOM

Vice-Chair Reneé McClellan called the meeting to order. Also present was Supervisor Lance Granzow; and Matthew Rezab, Micah Cutler, Bob Juber, Donna Juber, Jody Mesch, Rick Gustin, Julie Duhn, Ed Bear, Darrell Meyer, Jim Johnson, and Nancy Lauver. Supervisors BJ Hoffman was absent.

The Pledge of Allegiance was recited.

Vice-Chair McClellan opened the public hearing on Bids for Financing of the Courthouse HVAC Replacement Project. No bids were received, and the process will start over. Public comments and questions from Bob Juber, Donna Juber, Julie Duhn, Ed Bear and Jim Johnson were addressed. No written comments or objections were received. The Vice-Chair then closed the public hearing and the following action was taken:

Whereupon Board Member Granzow moved that the following resolution be adopted:

RESOLUTION NO. 2018-46
PROPOSAL TO TAKE BIDS AND FOR PUBLIC HEARING AND FOR DIRECT-MAIL SOLICITATION TO CONTRACT FOR FINANCING OF COURTHOUSE HVAC REPLACEMENT PROJECT

WHEREAS, Resolution No. 2018-42 authorized the Hardin County Board of Supervisors to enter a contract with Reliable 1 for the Courthouse HVAC Replacement Project; and

WHEREAS, the County seeks to enter a contract to finance the aforementioned project; and

WHEREAS, Iowa Code Sections 331.402 and 331.479 provide that the County can enter a finance contract paid from the general fund without issuing bonds; and

WHEREAS, the County previously sought but did not receive timely bids by the previous deadline of December 26, 2018; and

WHEREAS, this competitive bid process and the County's needs will be served by taking bids to enter a finance contract, and by a direct solicitation to bid going out from the Board of Supervisors to all known banking institutions in Hardin County; and

WHEREAS, to comply with Iowa Code Chapter 26 and Code Sections 331.402, and 331.443, and 331.479, the County shall publish notice to receive sealed bids and also set public hearing to consider entry of a finance contract; and

WHEREAS, after the public hearing the Board of Supervisors will consider and take action on a finance contract from the received bids; and

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Hardin County, Iowa, that

- a. The Hardin County Board of Supervisors shall take bids on the financing and the County Auditor shall publish notice to receive by 9:00 A.M., January 16, 2019, the bids for financing of the Courthouse Building HVAC Project relative to Resolution No. 2018-42;
- b. The Hardin County Board of Supervisors are hereby authorized to send a uniform letter to each local banking institution inviting sealed bids as published, for financing of the Courthouse Building HVAC Project relative to Resolution No. 2018-42;
- c. The aforementioned bids shall be opened at the public meeting scheduled for January 16, 2019, at 10:00 A.M., at the Hardin County Courthouse;

- d. The Hardin County Auditor shall publish notice of a public hearing on the bids for financing of the Courthouse HVAC Replacement Project as described in Resolution No. 2018-42, and said public hearing shall be held on the 18th day of January, 2019 at 10:00 A.M., at the Courthouse in Eldora, Iowa.

The motion was seconded by Board Member McClellan and after due consideration thereof, the roll was called and the following Board Members voted:

Ayes: Granzow and McClellan
Nays: None
Absent: Hoffman
Abstain: None

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this 28th day of December, 2018.

/s/ Reneé McClellan
Reneé McClellan, Vice-Chair
Board of Supervisors

Attest:

/s/ Jessica Lara
Jessica Lara
Hardin County Auditor

Granzow moved, McClellan seconded to adjourn. Motion carried.

BJ Hoffman, Chairman
Board of Supervisors

Jessica Lara
Hardin County Auditor

RESOLUTION NO. 2019-____

RESOLUTION NAMING DEPOSITORIES AS PER IOWA CODE SECTION 12C

BE IT RESOLVED, that the BOARD OF SUPERVISORS of HARDIN COUNTY, IOWA, approves the following list of financial institutions to be depositories of the HARDIN COUNTY funds in conformance with all applicable provisions of Iowa Code Chapter 12C.

The HARDIN COUNTY OFFICERS are hereby authorized to deposit the Hardin County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below.

Depository Name	Location of Home Office	Maximum Balance in effect under prior Resolution	Maximum Balance in effect under this Resolution
Treasurer			
Hardin County Savings Bank	Eldora	20,000,000	20,000,000
Great Western Bank – Eldora	Marshalltown	15,000,000	15,000,000
Green Belt Bank & Trust	Iowa Falls	15,000,000	15,000,000
Iowa Falls State Bank	Iowa Falls	10,000,000	10,000,000
GNB Bank - Ackley	Grundy Center	10,000,000	10,000,000
Security State Bank	Hubbard	5,000,000	5,000,000
United Bank & Trust – Alden	Sheffield	5,000,000	5,000,000
Security State Bank	Radcliffe	5,000,000	5,000,000
GNB – Iowa Falls	Grundy Center	5,000,000	5,000,000
Green Belt Bank & Trust – Eldora	Iowa Falls	15,000,000	15,000,000
Wells Fargo Bank – (IPAIT)	Des Moines	15,000,000	15,000,000
Peoples Savings Bank - Cleves	Wellsburg	500,000	500,000
Recorder			
Hardin County Savings Bank	Eldora	500,000	500,000
Sheriff			
Great Western Bank – Eldora	Marshalltown	500,000	500,000
Hardin County Savings Bank – Commissary	Eldora	100,000	100,000
Inmate Commissary		100,000	100,000
Hardin County Savings Bank – Forfeiture	Eldora	100,000	100,000
Federal Forfeiture		100,000	100,000
Security State Bank - DARE	Hubbard	2,000	2,000
Hardin County Public Employees Health Plan Trust			
Hardin County Savings Bank	Eldora	500,000	1,000,000
Green Belt Bank & Trust	Iowa Falls	500,000	500,000
Hardin County Flexible Benefits			
Hardin County Savings Bank	Eldora	50,000	50,000

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this 2nd day of January, 2019.

BJ Hoffman, Chair
Hardin County Board of Supervisors

CERTIFICATION. I hereby certify that the foregoing is a true and correct copy of a resolution of the HARDIN COUNTY BOARD OF SUPERVISORS adopted at a meeting of said public body, duly called and held on the 2nd day of January, 2019, a quorum being present, as said resolution remains of record in the minutes of said meeting, and it is now in full force and effect.

Dated this 2nd day of January, 2019.

Jessica Lara
Hardin County Auditor

Hardin County Investment Policy

1. Scope of Investment Policy

This investment policy applies to the operating funds, bond proceeds and other funds accounted for in the financial statements of Hardin County. Each investment made pursuant to this investment policy must be authorized by applicable law and this written investment policy.

This investment policy is intended to comply with Iowa Code chapters 12B and 12C.

Upon passage and upon future amendment, if any, copies of this investment policy shall be delivered to all of the following:

1. The Hardin County Board of Supervisors, County Auditor, and County Attorney.
2. All depository institutions or fiduciaries for the public funds for Hardin County.
3. The auditor engaged to audit any fund of Hardin County.

2. Delegation of Authority

In accordance with section 12C.11, the responsibility for conducting investment transactions resides with the treasurer of Hardin County, except for those accounts held by the county auditor, county recorder, and county sheriff.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for Hardin County shall require the outside person to notify in writing the county treasurer within thirty days of receipt of all communication from the auditor of the outside person of any regulatory authority of the existence of a material weakness in internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the county by the outside person.

The records of investment transactions made by or on behalf of Hardin County are public records and are the property of Hardin County, whether in the custody of the treasurer or in the custody of a fiduciary or other third party.

The treasurer shall establish procedures for the operation of the investment program, consistent with this investment policy.

3. Objectives of Investment Policy

The primary objectives, in the order of priority, of all investment activities involving the financial assets of Hardin County shall be the following:

1. Safety: safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. Liquidity: maintaining the necessary liquidity to match expected liabilities is the second investment objective.
3. Return: obtaining a reasonable return is the third investment objective

4. Prudence

The Hardin County treasurer, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the investment objectives. This standard requires that when making investment decisions, the treasurer shall consider the role that the investment or deposit plays within the portfolio of assets of Hardin County and the investment objectives of this policy.

5. Instruments Eligible for Investment

Assets of Hardin County may be invested in the following:

1. Interest bearing savings accounts, interest bearing money market accounts and interest bearing checking accounts at any bank, savings & loan association or credit union within the county or in an adjoining county within the state. Each financial institution shall be properly declared as a depository by the governing body of Hardin County. Deposits in any financial institution shall not exceed the authorized balances approved by the governing body of Hardin County.
2. Obligations of the United States government, its agencies and Instrumentalities.
3. Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Iowa Code chapter 12C.
4. Iowa Public Agency Investment Trust (IPAIT).

5. Warrants or improvement certificates of a levee or drainage district.

6. Prohibited Investments and Investment Practices

Assets of Hardin County shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.

Hardin County assets shall not be invested pursuant to the following investment practices.

1. Trading of securities for speculation or the realization of short-term trading gains.
2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of Hardin County fails to produce records when requested by the county within a reasonable time, the county shall make no new investment with or through the fiduciary or third party.

7. Investment Maturity Limitations (IA Code 12B.10A)

Operating funds must be identified and distinguished from all other funds available for investment. Operating funds are defined as those funds which are reasonably expected to be expended during a current budget year, or within fifteen months of receipt. Operating funds may only be invested in instruments authorized in section 5 of this investment policy that mature within three hundred ninety-seven (397) days. Maturities may be less than this to be consistent with the needs and use of Hardin County.

The treasurer may invest funds that are not operating funds in investments having maturities longer than three hundred and ninety-seven days as stated above.

8. Diversification

When possible, it is the policy of the county treasurer to diversify the investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply.

1. Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income

and reasonable liquidity.

2. Liquidity practices to ensure that disbursement dates and payroll dates are covered through maturing investments of cash on hand.

9. Safekeeping and Custody

All invested assets of Hardin County involving the use of a public funds custodial agreement, as defined in section 12B.10C, shall comply with all rules adopted pursuant to Chapter 12B and 12C. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the state of Iowa.

All assets of Hardin County shall be secured through the use of a third-party custodial institution, held in safe keeping with the banking institution or held in the county treasurer's vault.

All purchases and sales of investments shall be on a delivery-versus-payment basis.

10. Investment Policy Review and Amendment

This investment policy shall be reviewed by the Board of Supervisors annually each fiscal year in January. Amendments may be made at any time with approval of the Board of Supervisors and the county treasurer. Notice of amendments to the investment policy shall be promptly given to all parties named in Section 1.

Adopted this 2nd day of January, 2019.

BJ Hoffman, Chairman,
Hardin County Board of Supervisors

Machel Eichmeier,
Hardin County Treasurer

Renee' McClellan,
Hardin County Board of Supervisor

Lance Granzow,
Hardin County Board of Supervisor

RESOLUTION #2019-03
Hardin County Embargo Resolution

WHEREAS: The Board of Supervisors is empowered under authority of Section 321.236(8), 321.255 and 321.471 to 321.473 of the Code of Iowa to prohibit the operation of vehicles upon Secondary Roads or to impose restrictions as to weight of vehicles to be operated upon said secondary roads, except farm tractors as defined in Section 321.1, Subsection 7, for a total period not to exceed ninety days in any one calendar year, whenever any said highway by reason of deterioration, rain, snow or other climatic conditions will be seriously damaged or destroyed unless the use of vehicles thereon is prohibited or the permissible weights thereof reduced, and

WHEREAS: Severe weather conditions have caused certain secondary roads to be incapable of bearing the customary traffic thereon without undue damages,

NOW, THEREFORE, BE IT RESOLVED by the Hardin County Board of Supervisors that the County Engineer be authorized to order any of the Secondary Roads closed to vehicles in excess of five (5) tons per axle, wherever he deems it necessary and for the period of time deemed expedient (not to exceed 90 days), by erecting signs in accordance with Section 321.472.

BE IT FURTHER RESOLVED that the County Engineer may grant permits of exemption upon a showing that there is a need to move to market farm produce of a type subject to rapid spoilage or loss of value or to move any farm feeds or fuel for home heating purposes.

Passed and approved this 2nd day of January, 2019.

Chair, Board of Supervisors

Attest:

Jessica Lara
Hardin County Auditor

RESOLUTION FOR TEMPORARY ROAD CLOSURES
Hardin County Resolution No. 2019-

WHEREAS, Section 306.41 of the Code of Iowa provides that:

“The agency having jurisdiction and control over any highway in the state, or the chief engineer of said agency when delegated by such agency, may temporarily close sections of a highway by formal resolution entered upon the minutes of such agency when reasonably necessary because of construction, reconstruction, maintenance or natural disaster and shall cause to be erected “road closed” signs and partial or total barricades in the roadway at each end of the closed highway section and on the closed highway where that highway is intersected by other highways if such intersection remains open. Any numbered road closed for over forty-eight hours shall have a designated detour route. The agency having jurisdiction over a section of highway closed in accordance with the provisions of this section, or the persons or contractors employed to carry out the construction, reconstruction, or maintenance of the closed section of highway, shall not be liable for any damages to any vehicle that enters the closed section of highway or the contents of such vehicle or for any injuries to any person that enters the closed section of highway, unless the damages are caused by gross negligence of the agency or contractor.

Nothing herein shall be construed to prohibit or deny any person from gaining lawful access to the person’s property or residence, nor shall it change or limit liability to such persons.”

NOW, THEREFORE BE IT RESOLVED by the Hardin County Board of Supervisors that the County Engineer is hereby authorized through December 31, 2019, to temporarily close Hardin County Secondary Roads as necessary and allowed by law with the actual dates of closure to be determined by the County Engineer as follows:

1. For Construction and Reconstruction: Any project as described in the approved County Secondary Road Construction Program and any approved supplements thereto.
2. For Emergency Closure for Maintenance and Natural Disaster Purposes: Any route deemed necessary by the County Engineer.

Passed and adopted this 2nd day of January, 2019.

Chairperson
County Board of Supervisors

ATTEST: _____
Jessica Lara
Hardin County Auditor

Date