



HARDIN COUNTY
Board of Supervisors

Wednesday, December 11, 2019

1. 8:30 A.M. Meeting With IT/GIS Director, Re: 2020/2021 Budget
Courthouse Large Conference Room
2. 10:00 A.M. Call To Order
Courthouse Large Conference Room
3. Pledge Of Allegiance
4. Approval Of Agenda
5. Approval Of Minutes

Documents:

[12-04-2019 MINUTES.PDF](#)
[12-04-2019 MINUTES_ECONDEV.PDF](#)

6. Approval Of Claims For Payment

Documents:

[VENDOR PUBLICATION REPORT 12-11-19.PDF](#)

7. Resolution - Moratorium On C-WEC Construction Permits

Documents:

[RESOLUTION - MORATORIUM ON C-WEC CONSTRUCTION PERMITS.PDF](#)

8. Utility Permits & Secondary Roads Department
9. Set Time & Date For Public Hearing To Vacate A Portion Of Right-Of-Way At Intersection
Of UU Avenue & S-62
10. Application For Fireworks Permit

Documents:

[FIREWORKS PERMIT APPLICATION - JOHNSON FAMILY.PDF](#)

11. Sheriff's Monthly Report

Documents:

[SHERIFF MONTHLY REPORT.PDF](#)

12. Change Of Status - Environmental Health/Zoning

Documents:

[CHANGE OF STATUS - ENVIRONMENTAL HEALTH - ZONING.PDF](#)

13. Change Of Status - IT Department

Documents:

[CHANGE OF STATUS - IT DEPARTMENT.PDF](#)

14. Amendment To County Credit Card Policy

Documents:

[CREDIT CARD POLICY 2019-12-11.PDF](#)

15. Approval Of Alliant Energy Custom Rebate Project Completion Forms

Documents:

[CUSTOM REBATE PROJECT COMPLETION FORM 1.PDF](#)
[CUSTOM REBATE PROJECT COMPLETION FORM 2.PDF](#)

16. Change Date Of 12/25/2019 & 1/1/2020 Meetings

17. Public Comments

Documents:

[HARDIN COUNTY POLICY FOR PUBLIC COMMENT.PDF](#)

18. Other Business

19. Adjournment/Recess

20. 10:30 A.M. Drainage
Courthouse Large Conference Room

21. 1:00 P.M. Meeting With Community Services Director, Re: 2020/2021 Budget
Courthouse Large Conference Room

22. 2:00 P.M. Hardin County Recycling Meeting
Hardin County Recycling Center

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – DECEMBER 4, 2019
WEDNESDAY - 10:00 A.M.
COURTHOUSE LARGE CONFERENCE ROOM

Chair Reneé McClellan called the meeting to order. Also present were Supervisors Lance Granzow and BJ Hoffman; and Ava Haun, Nicki Williams, Marilyn Raska-Engelson, Erin Finnegan-Andrews, Joan Grothoff, Laura Newby, Melissa Johanson, Sue Abbas, Rachel Thompson, Dave Dunn, Angela De La Riva, Donna Juber, Bob Juber, Dave McDaniel, Lori Kadner, Rick Patrie, Taylor Roll, Curt Groen, Mark Buschkamp, Micah Cutler, Justin Ites, and Angela Silvey.

The Pledge of Allegiance was recited.

Hoffman moved, Granzow seconded to approve the agenda with the following amendment: postponing the Hardin County Librarian Association's item to after the changes of status. Motion carried.

Granzow moved, Hoffman seconded to approve the minutes of November 27, 2019. Motion carried.

Hoffman moved, Granzow seconded to approve the December 4, 2019 claims for payment. Motion carried.

Utility Permits: None.

Secondary Roads Department:

County Engineer Taylor Roll provided a departmental update. No action was necessary; informational only.

Nicki Williams, NRCS, introduced new Hardin County District Conservationist Ava Haun and reviewed services offered by the NRCS.

McClellan reviewed a proposal submitted by Health Stolee to name an unnamed creek between Radcliffe and Hubbard to memorialize the Radcliffe Cardinals school team. Hoffman moved, Granzow seconded to approve the request to name the creek stated in the legal description as Cardinal Creek. Motion carried.

Hoffman moved, Granzow seconded to approve the open enrollment for Liberty National insurance as presented at last week's meeting. Motion carried.

Granzow moved, Hoffman seconded to approve the Auditor's Monthly Report for November 2019. Motion carried.

Hoffman moved, Granzow seconded to approve the Recorder's Monthly Report for November 2019. Motion carried.

Granzow moved, Hoffman seconded to approve the retirement of Leonard Baker, Secondary Roads Bridge Foreman, effective 12/06/2019. Motion carried.

Hoffman moved, Granzow seconded to approve the hiring of Heather Johlas, permanent part-time Communications Dispatcher, at a rate of \$15.00/hour, effective 12/03/2019. Motion carried.

Public Comments:

Bob Juber requested a follow-up from last week's meeting concerning "legal reason" to disapprove CAFO permit applications. McClellan advised the county attorney had prepared a written opinion.

Other Business:

Hoffman recommended the board discuss rescheduling the weekly board meetings that fall on Christmas and New Year's Day holidays. A decision will be made at next week's meeting.

McClellan related that implementation of single point of entry will occur January 2, 2020; therefore, anyone attending future Board meetings will need to enter through the east entrance. Hoffman added that staff will be asked to refrain from parking along the courthouse square to allow for plenty of public parking.

The meeting was recessed.

At 10:16 a.m. the meeting was reconvened for a funding request from the Hardin County Librarian Association. Present: Supervisors McClellan, Granzow, and Hoffman; and Marilyn Raska-Engelson, Erin Finnegan-Andrews, Joan Grothoff, Laura Newby, Melissa Johanson, Sue Abbas, Rachel Thompson, Mark Buschkamp, Micah Cutler, Curt Groen, Justin Ites, and Angela Silvey.

Erin Finnegan-Andrews provided statistics on library usage within the county, after which presentations were given on services and amenities offered by the Eldora, Union, Alden, Hubbard, Iowa Falls, Radcliffe, Ackley, and Steamboat Rock public libraries.

Finnegan-Andrews stated that Hardin County libraries depend on funding from the Supervisors and the libraries would love to see a 2 to 3 percent increase in their funding for the next fiscal year.

At 10:53 p.m., Hoffman moved, Granzow seconded to adjourn. Motion carried.

Reneé McClellan, Chair
Board of Supervisors

Jessica Lara
Hardin County Auditor

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – DECEMBER 4, 2019
WEDNESDAY - 11:00 A.M.
COURTHOUSE SMALL CONFERENCE ROOM

At 11:00 a.m. the Board met for an economic development meeting. Present were Supervisors Reneé McClellan, Lance Granzow and BJ Hoffman; and Angela De La Riva, Mark Buschkamp, Dave Rubow, and Angela Silvey.

Angela De La Riva, County Economic Development Director, spoke on the following topics:

- Growing Business Solutions partnership
- Ongoing projects in Hubbard, Radcliffe, and Ackley
- Strategic Planning Session planned in February
- Updating the Hardin County Comprehensive Plan
- Offering revolving loan fund or façade/signage grants
- Participation in HCCEF Entrepreneur for a Day Program

Mark Buschkamp, Iowa Falls Area Development Corporation Executive Director, briefed the Board on the following:

- Spec building leads
- Certified site status
- Social media campaign to support IVCCD bond
- Brewery remodel
- Lunch and Learn
- Manufacturing Day event with high school students
- Establishing apprenticeship programs

Discussion was held about raising De La Riva's credit card limit to \$3,000.00 to cover travel expenses. The matter will be revisited at the next regular Board meeting.

De La Riva advised she, Advisory Council members Dave Rubow and Ben Speck, and County Attorney Darrell Meyer will be meeting with Timbers Edge developers. Rubow disclosed his private company is handling title work for Timbers Edge and raised the issue of conflict of interest. De La Riva assured Rubow he could attend the meeting if he remains impartial.

McClellan suggested contacting Bob Josten, Dorsey & Whitney LLP, and requesting he come to Hardin County to provide education on TIF and Urban Renewal. De La Riva will call and make arrangements.

The meeting adjourned at 12:11 p.m.

Reneé McClellan, Chair
Board of Supervisors

Jessica Lara
Hardin County Auditor

Claims Paid - December 11, 2019

Ackley Public Library	\$686.08
Agsource Cooperative Serv	\$90.00
Ahlers & Cooney-P.C.	\$1,700.00
Alden Public Library	\$1,326.42
Alliant Energy	\$546.76
Arnold Motor Supply	\$527.97
Bauer Built Tire	\$98.00
Campbell Supply Co	\$1,364.44
Cedar Valley Pathologists PC	\$15.00
Century Laundry Distributing	\$326.23
City of Eldora	\$4,903.85
City of Iowa Falls	\$2,244.08
City of Radcliffe	\$68.86
Connie J Mesch	\$50.00
Cooley Pumping LLC	\$95.00
Corporate Translation Services Inc dba Language Link	\$9.86
Cost Advisory Services Inc.	\$4,125.00
Craig W Boomgarden	\$120.00
Culligan	\$261.80
Don's Auto & Truck Salvage	\$100.00
Eldora Hardware	\$237.48
Fareway Stores	\$91.42
Fetrow Reporting Inc.	\$65.10
GATR of Des Moines, Inc	\$428.68
Gehrke Inc.	\$38.40
Gehrke Quarries, Inc.	\$188.94
GIS Workshop	\$420.00
GovConnection, Inc	\$1,181.57
Greenbelt Home Care	\$11,231.14
Grimes, Buck, Schoell, Beach, & Hitchens	\$493.92
Hampton Police Department	\$60.00
Hardin Co Agriculture Soc	\$2,000.00
Hardin Co Solid Waste & Recycl	\$35,933.75
Hardin Co Tire & Service Inc	\$1,156.93
Hardin County Sheriff	\$9,083.33
Heart of Iowa	\$332.54
Hubbard Public Library	\$1,290.17
IEHA	\$80.00
Innovative Ag Services	\$1,192.49
Iowa County Attorneys Assoc	\$350.00
Iowa Floodplain & Stormwater Management Assoc	\$40.00
Iowa Regional Utilities Assoc.	\$71.44
ISAC	\$60.00
Jeremy Veld	\$78.75
Kit Paper	\$40.00
Knight's Sanitation	\$50.00
Larry Bahr, Landlord	\$400.00
Linn Adams	\$40.00
Linn County Sheriffs Office	\$75.80
Maria Sanchez, Landlord	\$200.00
Marla Kay Williams	\$222.10
McDowell & Sons Contractors	\$330.00
Mend Correctional Care PLLC	\$10,417.52
Mid-America Publishing Corp	\$134.41
NAPA Auto Parts	\$1,483.30
Omnicare Inc	\$166.41
Pinecrest Mobile Home Park	\$395.00
Pro Repair & Performance	\$7,450.00
Radcliffe Public Library	\$1,546.50
Radcliffe Telephone Co	\$313.57
Schneider Corporation	\$2,505.00
Secretary of State	\$30.00
Sherry L Simons	\$28.80
Sidwell Company	\$1,800.00
State Hygienic Laboratory	\$110.00
Steamboat Rock Library	\$949.50
Storey Kenworthy	\$246.44
Story County Auditor	\$40.00
Summit Food Service LLC	\$7,915.33
Times Citizen	\$1,936.91
Tyler Technologies Inc	\$736.50

U.S. Cellular	\$629.53
Union Auto Inc.	\$243.55
Union Public Library	\$1,431.33
UnityPoint Health	\$1,050.00
US Bank Equipment Finance	\$2,811.30
Veridian Credit Union	\$404.78
Verizon Wireless	\$1,618.59
VISA	\$2,392.32
Walmart Community	\$11.94
Wesley Wiese	\$40.00
Windstream	\$212.89
Woodley Funeral Services LLC	\$1,300.00
Youth Shelter Care of North	\$1,399.50

Grand Total **\$137,874.22**

Renee McClellan, Chair
Board of Supervisors

Jessica Lara
Hardin County Auditor

Where upon Board Member _____ moved that the following resolution be adopted:

RESOLUTION NO. _____

MORATORIUM ON C-WEC CONSTRUCTION PERMITS

WHEREAS, Iowa Code Section 331.302(10)(a) requires a county to compile ordinances every 5 years, and the County's current commercial wind energy conversion (C-WEC) ordinance was last amended in 2012; and

WHEREAS, the Board of Supervisors recently has learned that a wind energy company has obtained easement rights from over 100 land owners in a region of Hardin County predominately within drainage districts; and

WHEREAS, the aforementioned drainage districts, several of which extend into Hamilton County, are governed by Trustees and contain millions of dollars of drainage infrastructure that could be jeopardized by the C-WEC project; and

WHEREAS, the Hardin County 911 Board is erecting near Hubbard, Iowa, near the region of the proposed C-WEC area, a new emergency communications tower that transmits by microwave frequencies; and

WHEREAS, research indicates that C-WEC turbines can interfere with microwave communications signals; and

WHEREAS, the County has an interest in preventing and abating any resulting nuisance from decommissioned commercial wind turbines through more robust decommissioning requirements; and

WHEREAS, the County has an interest in protecting the County's infrastructure, natural resources and property rights through adequate setback provisions;

WHEREAS, the Board of Supervisors will require substantial time to gather information and coordinate with multiple agencies for the purpose of reviewing, updating or creating ordinances, policies and procedures relative to C-WEC development;

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Hardin County, Iowa, that Hardin County now imposes a moratorium, effective immediately and indefinitely, on C-WEC permit applications for the purpose of drafting and adopting any necessary and proper revisions to the C-WEC ordinance.

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

Ayes:

Nays:

Absent:

Abstain: none

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this _____ day of December, 2019.

Renee McClellan, Chair
Board of Supervisors

Attest:

Jessica Lara
Hardin County Auditor

Fireworks Permit Application

Applicant Name	Johnson family
Address	32290 Hwy 175
City	Eldora
State	IA
Zip Code	50627
Phone Number	
Email Address	
Name of organization applying for permit to explode fireworks:	TheJohnson Family
Name of person or organization that shall be the operator or operators of exploding the fireworks:	Clark Johnson
List previous experience of the operator or operators in exploding the fireworks:	Has multiple years of experience using various firework types
Has the operator or operators had any training in exploding fireworks?	Yes
If so, what has this consisted of?	Training through Colorado Fire Rescue
Date(s) on which the fireworks display shall take place:	December 24,28 2019
Location at which the fireworks shall be exploded:	32290 Hwy 175
City	Eldora
State	IA

Zip Code 50627

Will any emergency medical treatment be available at the location of where the fireworks will be displayed? Yes

If so, what will this consist of? Person with EMS training

Will any fire protection be available at the location of the fireworks display? Yes

If so, what will this consist of? Fire extinguishers

Will you notify your local fire department regarding the date, time, and location of the fireworks display? Yes

Will any search be conducted after the fireworks display for unexploded fireworks? Yes

Will people be restricted from the area until the search is completed? Yes

Will the location where the fireworks display is conducted be wetted down after the fireworks display? Yes

Will the operator and the permittee be covered by insurance for their fireworks display? Yes

Iowa Code Section

Iowa Code Section 331.304(9) and Section 727.2, allow fireworks permits but (1) only upon an application made in writing; (2) only to municipalities, fair associations, amusement parks, and other organizations or groups of individuals approved by the County Board of Supervisors; (3) and only when the fireworks display will be handled by a competent operator.

These two statutes do not allow a County Board of Supervisors to issue a permit to an individual person.

If your area is under burn ban on the planned date of your fireworks display, this permit is void.

Applicant Signature James D. Johnson

Date 11/30/2019

(Section Break)

Submit Completed Application
Submit applications by United States Postal Service to:
Hardin County Board of Supervisors
1215 Edgington Avenue, Suite 1
Eldora, IA 50627

Submit completed application by fax to:
Fax: 641-939-8223

Submit completed application by email to:
Angela Silvey, asilvey@hardincountyia.gov

HARDIN CO. SHERIFF'S OFFICE



A New Century of Service

David L. McDaniel
116 14th Avenue
Eldora, Iowa 50627
41-939-8189
-800-568-4373
Fax 641-939-8249

19-20 Fiscal Year

0001-1-05-1000-440003
0001-1-05-1000-440004
0001-1-05-9000-440001

November fees

Civil Fees \$ 3,909.05
Civil Mileage \$ 1,484.05
Mental Transports
\$ 5,393.10

19-20 Fiscal Year

0001-1-05-1000-250100
0001-1-05-1000-250200
0001-1-05-9000-440002
0001-1-05-1000-440006
0001-1-05-1000-441000
0001-1-05-1000-443000
0001-1-05-1000-445000
0001-1-05-1000-550001
0001-1-05-1000-850100
0001-1-05-1000-440007
0001-4-05-1000-259465

November fees

Contract Law \$ 16,031.46
Care Prisoners \$ 290,810.93
Driving Records \$ 13.00
Purchase Permits \$ -
Weapon Permits \$ 680.00
Work Release \$ -
Sex Offender Reg. \$ 100.00
Copy Reports \$ 55.00
CO ENF Surcharge \$ 395.00
Fingerprint fees \$ -
Social Security Reward
Total: \$ 308,085.39

**Funds paid to Treasurer
on 09/27/19**

**Total fees \$ 313,478.49
FY 19/20**



HARDIN COUNTY

Courthouse

HARDIN COUNTY COURTHOUSE
1215 EDGINGTON AVE.
ELDORA, IA 50627

HARDIN COUNTY Employee Change of Status Report

Please enter the following change(s) as of 01/04/2020
Date

Name: Jessica Sheridan

Department: Environmental Health/Zoning

Address: _____

Position: Environmental Health Specialist/Zoning Admin

Fund: 0001-23-3020-000-10000

Salary/Hourly Rate: 20.51

Weekly Scheduled Hours: 37.5

This position is: Exempt Non-Exempt

Status: Full-time Permanent Part-time Temporary/Seasonal Part-time

Reason of Change:

- Hired
- Promotion
- Demotion
- Pay Increase
- Leave of Absence _____
Dates
- Resignation
- Retirement
- Layoff
- Discharge

Other: Jessica Sheridan will be promoted to a department head position in charge of the Environmental Health Department, as well as continuing as the the Zoning Administrator. This change will be effective January 4, 2020.

Dates of Employment: _____ to _____
From To

Last Day of Work _____
(if applicable)

Beyond the last day of work, the following vacation time was (or will be paid): _____ to _____
From To

Authorized by: *Michael E. Lutter*
Elected Official or Department Head

12/9/2019
Date

Authorized by: _____
Board of Supervisors

Date



HARDIN COUNTY

Courthouse

HARDIN COUNTY COURTHOUSE
1215 EDGINGTON AVE.
ELDORA, IA 50627

HARDIN COUNTY Employee Change of Status Report

Please enter the following change(s) as of 01/03/2020
Date

Name: Micah Cutler

Department: IT Department

Address: Iowa Falls, Iowa

Position: IT/GIS Director

Fund: 0001-09-9120-000-10000

Salary/Hourly Rate: _____

Weekly Scheduled Hours: _____

This position is: Exempt Non-Exempt

Status: Full-time Permanent Part-time Temporary/Seasonal Part-time

Reason of Change:

- Hired
- Resignation
- Promotion
- Retirement
- Demotion
- Layoff
- Pay Increase
- Discharge
- Leave of Absence _____
Dates

Other: I plan to work my full time until December 31, 2019. I will take vacation time to fill out the pay period until January 3, 2020.

Dates of Employment: _____ to _____
From To

Last Day of Work 12/31/2019
(if applicable)

Beyond the last day of work, the following vacation time was (or will be paid): 01/01/2020 to 01/03/2020
From To

Authorized by: _____
Elected Official or Department Head

Date

Authorized by: _____
Board of Supervisors

Date

HARDIN COUNTY CREDIT CARD POLICY

I. Purpose:

This policy lists the procedures for using Hardin County credit cards on behalf of the County for making daily operational purchases as well as paying for approved travel expenses when on County business as outlined in the employment handbook.

II. Objectives:

Credit cards will allow Hardin County to:

- A. Consolidate County purchases onto one card and thereby eliminate numerous cards held in the County's name.
- B. Allow the County to do business with vendors who no longer allow charge account payments and now require a credit card.
- C. Take advantage of cost-saving opportunities by being able to purchase on the Internet and through catalogs as this practice is much more prevalent than in past years.

III. Procedures:

The County Auditor's Office will be responsible for obtaining and distributing County credit cards to each department. Credit cards are to carry no annual fees and be obtained from banks within Hardin County. Before receiving and/or using a County credit card, employees will sign the Hardin County Credit Card Agreement (Exhibit A). For added security and accountability, cards will be issued in individual department heads' names. The signed Credit Card Agreement will be kept on file in the Auditor's Office.

Spending limits per department will be as listed. Only through written justification by the department head or elected official and approval by the Board of Supervisors will the spending limit be adjusted.

Spending limits:

Assessor	\$2,000
Auditor	\$2,000
Board of Supervisors (3 cards @ \$2,000/card)	\$6,000
Community Services	\$2,000
Conservation	\$4,000
County Attorney	\$2,000
County Engineer	\$2,000
Emergency Management	\$2,000
IT Department	\$2,000

Property Management	\$2,000
Recorder	\$2,000
Sheriff (15 cards @ \$2,000/card)	\$30,000
Sheriff Transport (2 cards @ \$3,000/card)	\$6,000
Treasurer	\$2,000
Veterans' Affairs	\$2,000
IRVM	\$2,000
Environmental Health	\$2,000
Medical Examiner Investigator	\$2,000
Economic Development	\$3,000

Credit cards should not be used to make purchases that under normal circumstances would require a competitive bid. All competitive bidding procedures will remain in place.

Any employee charging through the credit card system is responsible for arranging the sales tax exempt status for Hardin County.

The only eligible travel expenses that may be charged on the credit cards are those as allowed in the Hardin County Employee Handbook. Any other use while traveling is prohibited. Because of IRS regulations, credit cards cannot be used for meals for day travel when there is no overnight stay. Cash advances are prohibited.

Employees are prohibited from using County credit cards for personal expenses. Even if the employee intends to reimburse the County later, it is still prohibited. Charging personal expenses on County cards will result in disciplinary action as outlined in the employment handbook.

Department heads are responsible for ensuring that payment vouchers include original supporting, itemized documentation (receipts, invoices, etc.) when turned into the Auditor's Office for payment.

*County credit cards are not to be used as a method of financing long term debts. Should the action or inaction of any employee or department head contribute to the failure to pay the credit card balance when due, that employee or department head shall be responsible for the payment of any finance charge or late payment fee associated with that late payment.

If a credit card is lost, the department head or elected official shall notify the issuing bank immediately.

Prior to changing departments or ending employment with the County, credit cards should be turned into the Auditor's Office along with the completed Return of Credit Card form (Exhibit B)

IV: Summary:

These are overall guidelines for the County. Departments may implement more restrictive policies and procedures, but may not adopt any that are less restrictive.

These guidelines and procedures cannot cover every possible situation that may occur in using County credit cards.

Adopted this 8th day of July, 2009.

*Amended December 23, 2009.

*Amended January 9, 2013

*Amended July 17, 2013

*Amended August 21, 2013

*Amended September 3, 2014

*Amended February 24, 2016

*Amended September 28, 2016

*Amended November 23, 2016

*Amended August 7, 2019

*Amended December 11, 2019

HARDIN COUNTY

Renee McClellan, Chair
Board of Supervisors

ATTEST:

Jessica Lara
Hardin County Auditor

**Hardin County
Credit Card Agreement**

Employee: _____

Department: _____

Approved by: _____
Department head

Auditor's Office: _____

The employee listed above has been provided with a copy of the County's credit card policy, and hereby agrees to comply with all terms and conditions set forth therein, including but not limited to:

1. County credit cards are for official County use only. I understand that any misuse of the County credit card will result in disciplinary action.
2. Credit card payments must be processed on a timely basis. All charges need accompanying original, itemized receipts. If appropriate receipts are not turned in and cannot be produced, I agree to reimburse the County for any undocumented charges or any charges that do not comply with County policies.
3. The credit card will be immediately surrendered upon retirement, termination or upon request of the department head. I understand that the use of the credit card for any purpose after its surrender is prohibited.
4. The credit limit of this card is \$_____.

I have read Hardin County's Credit Card Policy and procedures and accept them.

Employee

Date

Hardin County
RETURN OF CREDIT CARD

I HEREBY SURRENDER the credit card issued to me by Hardin County. I declare that all outstanding charges on the credit card are for official County business and will be paid through established procedures. In the event any outstanding charges are not for official County business or are not paid, I agree to reimburse the County for any such charges.

Employee

Date



CUSTOM REBATE PROJECT COMPLETION FORM

CUSTOMER INFORMATION			
Company HARDIN CO OFFICE BLDG	Mailing Address (if different than installation address) 1201 14TH AVE		
Installation Address 1201 14TH AVE	City ELDORA	State IA	Zip 50627
City, State, Zip ELDORA IA, 50627	Alliant Energy Account Number 2047880000		
Contact Person Jody Mesch	Phone Number (641) 849-0318		
Indoor Projects Only: Primary Heating Fuel	Primary Cooling Fuel	Building Sq. Ft.	
FINAL PROJECT INFORMATION (as installed or completed)			
<p>Project Description: The customer has renovated the HVAC system and upgraded the lighting in their county office building. The existing HVAC system was determined to be at the end of its useful life, therefore, savings were evaluated by comparing the proposed HVAC system to the new construction baselines outlined in the Alliant Energy Technical Guide Book (AETGB). All information was provided by the contractor in the form of building plans. The as-built building plans were used to make slight changes to the lighting and HVAC after completion, but the changes were not significant.</p> <p>Technology: HVAC – The proposed HVAC system consists of (41) total VRF indoor units of varying capacities. These indoor units are connected to (2) twinned 16-ton air-cooled condensing units (Model #PURY-HP192TSKMU-A-H). The basement and 1st floor indoor units are served by one condenser and the 2nd floor indoor units are served by the other condenser. The air-cooled condensers have a 11.60 EER cooling efficiency and a 3.64 COP heating efficiency which exceeds the new construction baseline efficiencies in the AETGB. Therefore, these units qualify for incentive. Variable refrigerant flow (VRF) heat recovery has been implemented by installing branch circuit controllers on each floor of the building. These allow for heat transfer between indoors units which results in a reduced load at the compressor. VRF heat recovery savings were evaluated by comparing the proposed system to a system with no heat recovery capabilities. The proposed system is expected to result in savings and qualifies for incentive.</p> <p>The facility is ventilated through a single exhaust unit equipped with an energy recovery ventilator (ERV). The ERV will recover both heat and humidity which will reduce the loads on the HVAC system. The new construction baseline does not require an ERV if the outdoor air requirement is less than 30% of the total supply air per the AETGB, therefore, savings for this measure were evaluated by comparing the heating and cooling effectiveness of the proposed ERV to a baseline system without an ERV. This measure is expected to result in savings and qualifies for incentive.</p> <p>Technology: Lighting – The existing lighting consists of 4' 2 lamp fluorescent fixtures. These fixtures will be replaced with LED fixtures and occupancy sensors. Cooling and heating interactions were included in the analysis in accordance with the Alliant Energy Technical Guide Book. The new lighting is expected to produce energy savings and qualifies for incentive.</p> <p>An invoice provided the vendor lists the project cost for the measures described above as \$339,140. A baseline cost was included to account for the HVAC new construction baselines. This results in an incremental project cost of \$85,820.</p>			

Technology Code	Technology	Description
905	Ventilation Heat Recovery	The facility is ventilated through a single exhaust unit equipped with an energy recovery ventilator (ERV).
996	Variable Refrigerant Flow Systems	Variable refrigerant flow (VRF) heat recovery has been implemented by installing branch circuit controllers on each floor of the building.
501	Occupancy Sensors	These fixtures will be replaced with LED fixtures and occupancy sensors.
522	Efficient Interior LED	The existing lighting consists of 4' 2 lamp fluorescent fixtures.

	Lighting	
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PROJECT SUMMARY	
Project Name:	County Office HVAC Replacement
Total Equipment and Installation Cost:	\$339,140.40
Rebate Amount:	\$3,674.40
Total Annual kWh Savings:	24,744
Total Peak Summer kW Savings:	5.57
Total Annual Therm Savings:	

CUSTOMER AUTHORIZATION	
Signature below indicates customer acceptance of Final Project Equipment, Services and Contract as described on this form.	
Final Completion Date of Project:	12/9/2019
Customer Signature	Date

Customer Please Note: in order to receive your incentive, this Project Completion Form must be returned within 30 days of the Final Completion Date of Project listed above.



CUSTOM REBATE PROJECT COMPLETION FORM

CUSTOMER INFORMATION			
Company HARDIN CO COURTHOUSE	Mailing Address (if different than installation address) 1215 EDGINGTON AVE		
Installation Address 1215 EDGINGTON AVE	City ELDORA	State IA	Zip 50627
City, State, Zip ELDORA IA, 50627	Alliant Energy Account Number 7130790000		
Contact Person Jody Mesch	Phone Number (641) 849-0318		
Indoor Projects Only: Primary Heating Fuel	Primary Cooling Fuel	Building Sq. Ft.	
FINAL PROJECT INFORMATION (as installed or completed)			
<p>Project Description: The customer has renovated their HVAC system in their courthouse building. The proposed HVAC system includes ground-source heat pumps with heat recovery capabilities. Additionally, a dedicated outdoor air system (DOAS), equipped with an energy recovery ventilator (ERV), was installed. All information was provided by the contractors in the form of building plans and via email correspondence. As-built plans along with the invoices were used to calculate the final savings and incentive, which changed slightly from the original estimate. The facility operating hours were found online to be 8:00AM – 4:30PM Monday – Friday.</p> <p>Technology: Heat Pumps – The customer installed (4) ground-source heat pumps to serve the indoor fan coil units and a DOAS unit. (3) of the heat pumps serve the fan coil units in the basement, 1st, and 2nd floors. These units use variable refrigerant flow with heat recovery to supply the heating and cooling required at each indoor unit. The remaining heat pump supplies the heating and cooling to the DOAS unit in the attic. Savings were evaluated by comparing the efficiencies of the proposed units at ground-source rating conditions to the efficiencies of the new construction baseline units outlined in the Alliant Energy Technical Guide Book (AETGB).</p> <p>The building control system allows the HVAC system to operate in occupied and unoccupied modes. It was assumed that the building occupied mode would be set from 7:00AM – 5:30PM Monday – Friday based on the facility operating hours. During occupied mode, the heat pumps and DOAS unit will be enabled and will control to the occupied setpoints. During unoccupied mode, the DOAS unit will be disabled and the heat pumps will be set to heat or cool based on the unoccupied setpoints.</p> <p>Technology: ERV – The proposed DOAS unit includes an ERV which will recover energy from the return air before it is exhausted. Savings were evaluated by comparing the proposed ERV effectiveness to the new construction baseline ERV effectiveness outlined in the AETGB. This measure is expected to reduce the loads on the heat pump serving the DOAS unit and results in energy savings.</p> <p>An invoice provided by the customer listed a project cost for the measures outlined above of \$956,875. A baseline cost, estimated at 80% of the total, was included to account for the new construction baselines used in the analysis. This results in an incremental project cost of \$191,375.</p>			

Technology Code	Technology	Description
905	Ventilation Heat Recovery	The proposed DOAS unit includes an ERV which will recover energy from the return air before it is exhausted.
996	Variable Refrigerant Flow Systems	(3) of the heat pumps serve the fan coil units in the basement, 1st, and 2nd floors. These units use variable refrigerant flow with heat recovery to supply the heating and cooling required at each indoor unit.
905	Ventilation Heat Recovery	The customer installed (4) ground-source heat pumps to serve the indoor fan coil units and a DOAS unit.

PROJECT SUMMARY	
Project Name:	Courthouse HVAC Replacement
Total Equipment and Installation Cost:	\$956,875.00
Rebate Amount:	\$7,244.80
Total Annual kWh Savings:	48,448
Total Peak Summer kW Savings:	12.66
Total Annual Therm Savings:	

CUSTOMER AUTHORIZATION	
Signature below indicates customer acceptance of Final Project Equipment, Services and Contract as described on this form.	
Final Completion Date of Project:	12/9/2019
Customer Signature	Date

Customer Please Note: in order to receive your incentive, this Project Completion Form must be returned within 30 days of the Final Completion Date of Project listed above.


HARDIN COUNTY'S POLICY

FOR PUBLIC COMMENT


1. The "Public Comments" section of the agenda is your opportunity to address items not on the agenda. A speaker may speak to one (1) issue per meeting for a maximum of three (3) minutes. Official action cannot be taken by the Board at that time, but may be placed on a future agenda or referred to the appropriate department. Keep items germane and refrain from personal or slanderous remarks.
2. The public may address any item on the agenda after recognition by the Chair. State your name, address, and group affiliation (if appropriate). You may speak one (1) time for a maximum of three (3) minutes.

Adopted this 1st day of July, 2009.

HARDIN COUNTY BOARD OF SUPERVISORS


Jim Johnson, Chair


Erv Miller, Member


Ed Bear, Member