



**HARDIN COUNTY**  
Board of Supervisors

**Wednesday, August 26, 2020**

**NOTICE: Public attendance at public meetings is restricted due to COVID-19 concerns. To access and participate in meetings remotely, please call 641-939-8108 for meeting information.**

1. 9:00 A.M. Call To Order  
Courthouse Large Conference Room
2. Pledge Of Allegiance
3. Approval Of Agenda
4. Approval Of Minutes

Documents:

[08-12-2020 MINUTES.PDF](#)

5. Approval Of Claims For Payment

Documents:

[VENDOR PUBLICATION REPORT.PDF](#)

6. Utility Permits & Secondary Roads Department
7. Approve Funding Agreement 1-20-STBG-SWAP-047 - Resurfacing Co Hwy D55 From U.S. Hwy 65 To Co Hwy S55

Documents:

[HARDIN STBG-SWAP-C042\(107\)--FG-42 047.PDF](#)

8. 9:05 A.M. Road Vacation Public Hearing – Streets And Alleys Outside Steamboat Rock

Documents:

[VACATION MAP.PDF](#)

9. Resolution To Vacate A County Road – Streets And Alleys Outside Steamboat Rock

Documents:

[RESOLUTION TO VACATE A COUNTY ROAD.PDF](#)

10. Approval Of Quit Claim Deed For Vacated Streets And Alleys Outside Steamboat Rock

Documents:

[COUNTY QUIT CLAIM DEED.PDF](#)

11. Joy Ellis, Farm And Home Publishers, Re: Plat Books
12. Discuss With Possible Action On Plat Books
13. Appointment Of Elected Officials To Nomination Papers Objection Panel
14. Approval Of CARES Funds Projects For Community Services

Documents:

[CICS REQUEST RE BUILDING IMPROVEMENTS.PDF](#)

15. Request To Pay Mileage Reimbursement To Wellness Program Presenter From Health Plan Trust
16. Wellness Committee Appreciation Event Proposal

Documents:

[WELLNESS APPRECIATION EVENT PROPOSAL.PDF](#)

17. Change Of Status – Property Management

Documents:

[CHANGE OF STATUS - PROPERTY MANAGEMENT.PDF](#)

18. Request To State Of Iowa To Consider Hardin County In FEMA Declaration For Derecho Event Of 8/10/2020
19. Emergency Operations Center Building Water Line Bids

Documents:

[EOC WATER LINE BIDS.PDF](#)

20. COVID-19 Update
21. Public Comments
22. Other Business
23. Adjournment/Recess
24. 9:30 A.M. Drainage  
[VIEW REGULAR DRAINAGE MEETING AGENDA](#)  
Courthouse Large Conference Room

HARDIN COUNTY BOARD OF SUPERVISORS  
MINUTES – AUGUST 12, 2020  
WEDNESDAY - 9:00 A.M.  
COURTHOUSE LARGE CONFERENCE ROOM

Chair Lance Granzow called the meeting to order. The meeting was held electronically due to COVID-19 public health risks. Also in attendance were Supervisors BJ Hoffman and Reneé McClellan; and Thomas Craighton, Ken Nason, Bret Dublinske, Connie Mesch, Curt Groen, JD Holmes, Justin Ites, Mariah Lynne, Dave McDaniel, Josh Odom, Nick Boeyink, Tifani Eisentrager, Bette Dossman, Max Friedman, Rocky Reents, Abby Flatness, Donna Juber, Bob Juber, Julie Duhn, Machel Eichmeier, Kerri Johannsen, Lori Kadner, Laura Cunningham, Bernie Koehrsen, Taylor Roll, Michael Pearce, Darrell Meyer, Angela De La Riva, Jessica Sheridan, and Angela Silvey.

The Pledge of Allegiance was recited.

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

Hoffman moved, McClellan seconded to approve the minutes from the August 10, 2020 Emergency Meeting. Motion carried.

Action on the August 12, 2020 claims for payment was tabled until after the Department Head Meeting at 1:00 p.m.

Hoffman moved, McClellan seconded to approve the first consideration of the amendment to Article XXIII of Ordinance No. 29, Amendment No. 4. Roll Call Vote: “Ayes” Hoffman, McClellan, and Granzow. “Nays” None. Motion carried.

Hoffman moved, McClellan seconded to waive the second consideration of the amendment to Article XXIII of Ordinance No. 29, Amendment No. 4. Roll Call Vote: “Ayes” Hoffman, McClellan, and Granzow. “Nays” None. Motion carried.

McClellan moved, Hoffman seconded to set 9:05 a.m. on August 19, 2020 for the final consideration and adoption of the amendment to Article XXIII of Ordinance No. 29, Amendment No. 4. Roll Call Vote: “Ayes” McClellan, Hoffman, and Granzow. “Nays” None. Motion carried.

Utility Permits:

McClellan moved Hoffman seconded to approve Hardin County Utility Permit Application No. UT-20-030 submitted by AFG on behalf of Uniti Dark Fiber. Motion carried.

Secondary Roads:

County Engineer Taylor Roll advised most roads are open following Monday’s derecho.

McClellan moved, Hoffman seconded that the following Resolution No. 2020-34, a resolution setting public hearing on a vacation of streets and alleys outside Steamboat Rock, be adopted. According to Roll, the City of Steamboat Rock already had its hearing on the vacation. Roll Call Vote: “Ayes” McClellan, Hoffman, and Granzow. “Nays” None. Resolution No. 2020-34 is hereby adopted as follows:

RESOLUTION NO. 2020-34

SETTING PUBLIC HEARING

WHEREAS, a request has been received to vacate streets and alleys within Hardin County, Iowa described as follows:

All streets and alleys located outside the corporate limits of the Town of Steamboat Rock (as those corporate limits are constituted on the 1<sup>st</sup> day of August, 2020) and located within Hardin County, Iowa as platted in the County Recorder’s Book C, Pages 87-88, between a line 50.00’ offset Southerly from the Centerline of the former Eldora Railroad and Coal Company Railway and lying North and West of the Centerline of the Iowa

River as said streets and alleys are platted through and around Blocks 47, 48, 49, 50, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 100 and 103; excluding any property under title to said Railroad (or its successors); except properties listed in County Recorder's Book 435, Page 444 and Book 541, Pages 60, 154, and 228; and except that portion of Eleventh Street lying between Blocks 68 and 69 and south of said 50.00' offset line from said Railroad.

WHEREAS, this matter should be set for public hearing.

NOW, THEREFORE, BE IT RESOLVED by the Hardin County Board of Supervisors that public hearing on the proposed vacation of streets and alleys shall be heard on the 26th day of August, 2020.

PASSED AND APPROVED this 12th day of August, 2020.

HARDIN COUNTY BOARD OF SUPERVISORS

/s/ Lance Granzow  
Lance Granzow, Chair

ATTEST:

/s/ Jessica Lara  
Jessica Lara, Hardin County Auditor

Hoffman moved, McClellan seconded to appoint Steve Recker to the Veterans Affairs Commission to fill an unexpired term ending 6/30/2022. Motion carried.

McClellan moved, Hoffman seconded to approve the Auditor's Monthly Report for July 2020. Motion carried.

Hoffman moved, McClellan seconded to approve the Recorder's Monthly Report for July 2020. Motion carried.

McClellan moved, Hoffman seconded to approve the Sheriff's Monthly Report for July 2020. Motion carried.

COVID-19 Update:

Emergency Management Coordinator Thomas Craighton advised schools' Return to Learn programs have been approved and schools will be getting shipments of PPE.

Craighton also briefed the board of Monday's derecho, location and scope of damage, and state resources available to individuals. The State and FEMA are gathering damage assessments to determine if Iowa is eligible for a federal disaster declaration.

Public Comments:

Donna Juber read a statement expressing concern about coronavirus incidence among children and existing preventive guidelines, disputing an argument regarding masks, and encouraging mask hygiene.

Other Business:

Granzow stated he reached out to all but two mayors, and the consensus was to follow state guidelines, rather than write to the Governor to recommend a mask mandate.

McClellan moved, Hoffman seconded to recess until after the department head meeting at 1:00 p.m. Motion carried.

At 1:00 p.m. the Board met for a department heads/elected officials meeting. The meeting was held electronically due to COVID-19 public health risks. In attendance were Supervisors Granzow and McClellan; and Matt Jones, Justin Ites, Bernie Koehrsen, Cheryl Lawrence, Machel Eichmeier, Dave McDaniel, Julie Duhn, Don Knoell, Connie Mesch, Donna Juber, Bob Juber, Jody Mesch, Darrell Meyer, Taylor Roll, Jessica Sheridan, Angela De La Riva, and Angela Silvey.

No comments were received about the reopening of County buildings.

Granzow reviewed a proposed temperature check policy for entering the County Courthouse, Office Building, and Jail/Sheriff's Office. Questions about visitor record retention, decontamination, and possible scenarios were raised and addressed. Following discussion, changes to the proposed policy were made, including deleting all reference to device recalibration and lowering the period allowed for retesting from within 20 minutes of refused entry to within 10 minutes.

Discussion on HIPAA compliance and PHI and PII security was tabled.

Other Business: None.

At 1:56 p.m. McClellan moved, Granzow seconded to adjourn. Motion carried.

At 1:57 p.m. Chair Granzow reconvened the regular Board meeting. The meeting was held electronically due to COVID-19 public health risks. Also in attendance were Supervisor McClellan; and Julie Duhn, Machel Eichmeier, Darrell Meyer, Taylor Roll, Donna Juber, Bob Juber, Jessica Sheridan, and Angela Silvey.

McClellan moved, Granzow seconded to approve August 12, 2020 claims for payment. Motion carried.

Discussion was held on whether to table or adopt the proposed temperature check policy for entering County buildings. Meyer, noting the temperature device is operational at the Courthouse, recommended the Board adopt a minimal policy, if not the full policy, or unplug the device.

McClellan stated she was comfortable with the employee portion of the policy, and if changes need to be made to the public portion, the Board could always amend the policy later.

McClellan moved, Granzow seconded to approve the Policy for Public Entering County Courthouse, County Office Building, and County Jail/Sheriff Office and Employee Entry Policy. Motion carried.

At 2:12 p.m. McClellan moved, Granzow seconded to adjourn. Motion carried.

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Lance Granzow, Chair  
Board of Supervisors

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Jessica Lara  
Hardin County Auditor



Hardin County

# Vendor Publication Report

Payment Date Range: 08/24/2020 - 08/26/2020

Vendor Name	Vendor Number	Total Payments
Ackley Publishing Co. Inc	1387V	46.50
Agsources Cooperative Serv	2607V	119.50
AgVantage FS	690V	1,900.59
Alliant Energy	4253V	17,121.76
American Business Phones	6369V	10,018.53
Arnie Lindsay	100666	6,610.00
Auditor of State	4288V	625.00
Barco Municipal Products	1046V	1,751.40
Barnhart Electric Inc	1528V	65.89
Black Hills Energy	4450V	31.85
Builders FirstSource	100646	348.66
Campbell Supply Co	620V	1,127.05
Central Iowa Distr Inc	3043V	110.00
Central Lock & Key, Inc	2316V	305.00
CenturyLink	4569V	592.20
Cerro Gordo Co Sheriff	1425V	61.00
City of Iowa Falls	509V	31.43
Concrete Inc	3067V	6,111.00
Connie J Mesch	1020E	50.00
Conservation Corps Mn & Ia	233V	6,520.80
Cooley Pumping LLC	61963V	575.00
Country Car Shop	63592V	336.50
Cover All Embroidery Inc	100300	563.75
Culligan Water	100455	91.30
Donnlee Jackson	2895V	260.00
Eldora Hardware	2647V	40.65
Eldora Tire & Alignment	62947V	923.36
ESRI Inc	62393V	7,300.00
Fast Lane Motor Parts LLC	100189	223.20
Franklin County Sheriff	953V	36.00
Franklin Rural Elec Co-Op	1128V	30.00
Gary McEwen	222V	250.00
GATR of Des Moines, Inc	2292V	157.06
GEIC/AMAZON	2403V	9,118.55
Grass Masters Lawn & Landscaping Service	100587	2,460.00
Grundy Co. Memorial Hospital	62473V	514.00
Heart of Iowa	6335V	343.20
Iowa Falls Diesel Service LLC	2513V	3,677.90
Iowa Falls Senior Citizen Ctr	62284V	3,000.00
Iowa Falls State Bank	1007R	92.17
ISAC	920V	150.00
ISSDA	62103V	625.00
John Deere Financial	1394V	928.84
Kelly Kendall Construction	100667	6,600.00
LaVelle Lawn Care	63690V	1,560.00
M & G Tire Service	2615V	693.30
Machel R Eichmeier	288E	14.40
Majestic Truck Collision & Frame Repair	100639	4,335.15
Martin Marietta Aggregate	4141V	387.48
Mary J Swartz	302E	20.70
Midland Power Cooperative	2478V	2,215.27
Midland Power Cooperative	5999V	224.15
Mike Murphy	221V	250.00
Moler Sanitation	100385	29.50
MTI Distributing, Inc	806V	46.12

**Vendor Publication Report****Payment Date Range: 08/24/2020 - 08/26/2020**

<b>Vendor Name</b>	<b>Vendor Number</b>	<b>Total Payments</b>
Murphy Tractor & Equipment	2286V	1,207.92
Napa Auto Parts	869V	26.97
Outdoor And More	2496V	38.00
Perry AG Services	100574	30,290.00
Petroblend	1219V	1,911.90
Premier Office Equipment	62320V	119.79
Quaker Security LLC	100507	1,914.00
Ross Excavating & Drainage	2495V	12,044.00
Ryan McEwen	100371	230.00
Sadler Power Train Inc	5067V	479.98
Secretary of State	2116V	2,043.30
South Fork Ag	100600	1,793.50
Storey Kenworthy	61798V	165.48
Summit Food Service LLC	2332V	3,516.10
Theresa A. Ritland	61919V	479.25
Thomson Reuters - West	610V	58.38
Times Citizen	538V	435.12
Tina M Schlemme	285E	260.00
Treasurer, State of Iowa	2671V	263.00
Van Wall Equipment	2924V	196.72
Verizon Connect Nwf, Inc	100620	18.19
Wesley Wiese	522E	40.00
Windstream	84V	1,122.16
Woodley Funeral Services LLC	2557V	1,300.00
Youth Shelter Care of North	3047V	1,446.15
<b>Grand Total:</b>		<u>163,020.62</u>

**IOWA DEPARTMENT OF TRANSPORTATION  
Agreement for a Surface Transportation Block Grant Program Federal-aid Swap Project**

Recipient: Hardin County

Project No.: STBG-SWAP-C042(107)—FG-42

Iowa DOT Agreement No.: 1-20-STBG-SWAP-047

This is an agreement between the Hardin County, Iowa (hereinafter referred to as the Recipient) and the Iowa Department of Transportation (hereinafter referred to as the Department) for Surface Transportation Block Grant (STBG) Program Federal-aid Swap funds under 761 Iowa Administrative Code (IAC) Chapter 162. Iowa Code Section 306A.7 provides for the Recipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa.

Pursuant to the terms of this agreement, applicable statutes, and administrative rules, the Department agrees to provide STBG Federal-aid Swap funding to the Recipient for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The Recipient shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The Department's contact persons will be the Local Systems Project Development Engineer, Christy VanBuskirk, and Central Region Local Systems Field Engineer, Brian J. Catus. The Recipient's contact person shall be the County Engineer.
3. The Recipient shall be responsible for the development and completion of the following described STBG project:  
  
On County Highway D55: From US Highway 65 East to County Highway S55 and on County Highway S33: From County Highway D55 North Approximately .75 Miles HMA Resurfacing with Milling.
4. Eligible project activities will be limited to the following: construction, engineering, inspection, and right-of-way acquisition. Under certain circumstances, eligible activities may also include utility relocation or railroad work that is required for construction of the project.
5. The Recipient shall receive reimbursement for costs of authorized and approved eligible project activities from STBG Federal-aid Swap funds. The portion of the project costs reimbursed by STBG Federal-aid Swap funds shall be up to \$1,500,000 for the following phases of work as stipulated by the Region Six Planning Commission:  
  
Preliminary Engineering  
Construction Engineering  
Right-of-Way  
X Construction  
Other (please specify) \_\_\_\_.
6. The Recipient shall pay for all project costs not reimbursed with STBG Federal-aid Swap funds.
7. If the project described in Section 3 drops out of the Region Six Planning Commission current TIP or the approved current STIP prior to obligation of funds, and the Recipient fails to reprogram the project in the appropriate TIP and STIP within 3 years, this agreement shall become null and void.
8. The Recipient shall let the project for bids through the Department.
9. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
10. It is the intent of both parties that no third party beneficiaries be created by this agreement.



11. This agreement and the attached Exhibit 1 constitute the entire agreement between the Department and the Recipient concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written acceptance of the Department and the Recipient.

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**IN WITNESS WHEREOF**, each of the parties hereto has executed this agreement as of the date shown opposite its signature below.

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**County Signature Block**

This agreement was approved by official action of the Hardin County Board of Supervisors in official session on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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

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

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**IOWA DEPARTMENT OF TRANSPORTATION  
Highway Administration**

By \_\_\_\_\_ Date \_\_\_\_\_, 20\_\_\_\_\_

Brian J. Catus, P.E.  
Local Systems Field Engineer  
Central Region

## EXHIBIT 1

### General Agreement Provisions for use of Federal-aid Swap Funds on Non-primary Projects

Unless otherwise specified in this agreement, the Recipient shall be responsible for the following:

#### 1. General Requirements.

- a. The Recipient shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the Recipient, the Department has provided guidance in the Instructional Memorandums to Local Public Agencies (I.M.s), available on-line at: [https://iowadot.gov/local\\_systems/publications/im/lpa\\_ims](https://iowadot.gov/local_systems/publications/im/lpa_ims). The Recipient shall follow the applicable procedures and guidelines contained in the I.M.s in effect at the time project activities are conducted.
- b. In accordance with Iowa Code Chapter 216 and associated subsequent nondiscrimination laws and regulations, the Recipient shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability.
- c. The Recipient shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in I.M. 1.080, ADA Requirements. When pedestrian facilities are constructed, reconstructed, or altered, the Recipient shall make such facilities compliant with the ADA and Section 504.
- d. The Recipient agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and acceptance process, plan and construction reviews, and funding participation.
- e. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the Department shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the Department to appropriate funds sufficient to allow the Department to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the Department to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Department in its sole discretion; or 3) If the Department's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The Department shall provide the Recipient with written notice of termination pursuant to this section.

#### 2. Programming

- a. The Recipient shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The Recipient shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the Department, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, funds cannot be obligated.
- b. Before beginning any work for which funding reimbursement will be requested, the Recipient shall submit a written request for acceptance to the Department. The Department will notify the Recipient when acceptance is granted. The cost of work performed prior to acceptance will not be reimbursed. The turning in of plans for letting by the Department's administering bureau shall be considered acceptance for construction. The Department will notify the Recipient when acceptance is granted.

#### 3. Design and Consultant Services

- a. The Recipient shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the Department in the Guide and applicable I.M.s.

#### **4. Environmental Requirements and other Agreements or Permits.**

- a. The Recipient shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the Department, or other agencies as required. The Recipient shall follow the applicable procedures in the Instructional Memorandums to Local Public Agencies Table of Contents, Chapter 4 – Environmental Regulations.

#### **5. Right-of-Way, Railroads, and Utilities.**

- a. The Recipient shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in I.M. 3.600, Right-of-Way Acquisition, and the Department's Right of Way Bureau Local Public Agency Manual. The Recipient shall contact the Department for assistance, as necessary, to ensure compliance with the required procedures.
- b. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the Recipient shall obtain agreements, easements, or permits as needed from the railroad. The Recipient shall follow the procedures in I.M. 3.670, Work on Railroad Right-of-Way.
- c. The Recipient shall obtain agreements from utility companies as needed. The Recipient shall comply with the "Policy for Accommodating Utilities on the County and City a Non-Primary Federal-aid Road System" for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the Recipient shall follow the Department's "Policy for Accommodating and Adjustment of Utilities on the Primary Road System" The Recipient should also use the procedures outlined in I.M. 3.640, Utility Accommodation and Coordination, as a guide to coordinating with utilities.

#### **6. Contract Procurement.**

- a. The following provisions apply only to projects involving physical construction or improvements to transportation facilities:
- b. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer or architect, as applicable, licensed in the State of Iowa.
- c. The Recipient shall be responsible for the following:
  - i. Prepare and submit the PS&E and other contract documents to the Department for review and acceptance in accordance with I.M. 3.700, Check and Final Plans and I.M. 3.500, Bridge or Culvert Plans, as applicable.
  - ii. The contract documents shall use the Department's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the Recipient for individual construction items shall be approved by the Department.
  - iii. Follow the procedures in I.M. 5.030, Iowa DOT Letting Process, to analyze the bids received; make a decision to either award a contract to the lowest responsive bidder or reject all bids; and if a contract is awarded, execute the contract documents and return to Department.

Note: The Department may not be able to allow a project to be let in the scheduled letting due to possible issues with cash flow availability.

- d. The Recipient shall forward a completed Project Development Certification (Form 730002) to the Department in accordance with I.M. 5.050, Project Development Certification Instructions. The project will not be turned in for bid letting until the Department has reviewed and accepted the Project Development Certification.
- e. If the Recipient is a city, the Recipient shall comply with the public hearing requirements of the Iowa Code section 26.12.

- f. The Recipient shall not provide the contractor with notice to proceed until after receiving written notice that the Department has concurred in the contract award.

## **7. Construction.**

- a. The Recipient shall follow the procedures in I.M. 6.000, Construction Inspection, and the Department's Construction Manual, as applicable, for conducting construction inspection activities. The Recipient's engineer shall at all times be responsible for inspection of the project.
- b. A full-time employee of the Recipient shall serve as the person in responsible charge of the project. For cities that do not have any full time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the Department.
- c. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 IAC Chapter 130. Proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as needed.
- d. The project shall be constructed under the Department's Standard Specifications for Highway and Bridge Construction and the Recipient shall comply with the procedures and responsibilities for materials testing according to the Department's Materials I.M.s. Available on-line at: <https://www.iowadot.gov/erl/index.html>.
- e. If the Department provides any materials testing services to the Recipient, the Department will bill the Recipient for such testing services according to its normal policy as per Materials I.M. 103.

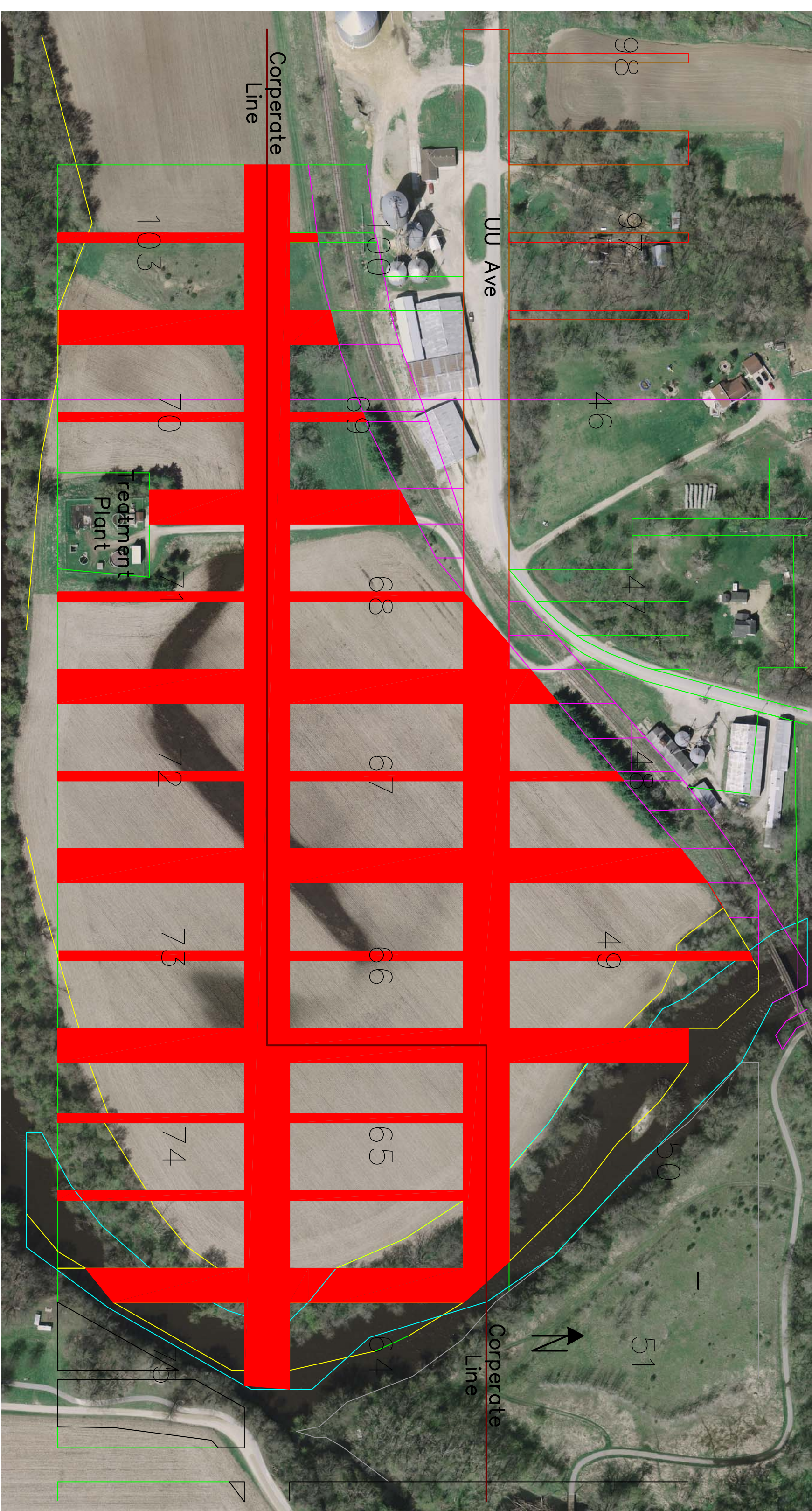
## **8. Reimbursements.**

- a. The Recipient will be initially responsible for all project costs. After costs have been incurred, the Recipient shall submit to the Department periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least semi-annually but not more than bi-weekly.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the Department by August 1, if possible, but no later than August 15.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the Recipient, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.
- d. The Department will reimburse the Recipient for properly documented and certified claims for eligible project costs. The Department may withhold up to 5% of the total funds available for the project. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final review or audit selected by the Administering Bureau, the Department determines the Recipient has been overpaid, the Recipient shall reimburse the overpaid amount to the Department. After the final review is complete and after the Recipient has provided all required paperwork, the Department will release the funds withheld.
- e. The total funds collected by the Recipient for this project shall not exceed the total project costs. The total funds collected shall include any funds received; for example, Federal funds not received through FHWA, any special assessments made by the Recipient (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the Recipient do exceed the total project costs, the Recipient shall either:
  - i. in the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
  - ii. refund to the Department all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds.

**9. Project Close-out.**

- a. Acceptance of the completed construction shall be with the concurrence of the Department. Within 30 days of completion of construction or other activities authorized by this agreement, the Recipient shall provide written notification to the Department. The Recipient shall follow and request a final review, in accordance with the procedures in I.M. 6.110, Final Review, Audit, and Close-out Procedures for Federal-aid, Federal-aid Swap, and Farm-to-Market Projects. Failure to comply with the procedures may result in loss of funds and the ability to let future projects through the Department; reimbursed funds shall be returned and a possible suspension may be placed on the Recipient from receiving funds from the Department on future projects until the Recipient has demonstrated responsible management of funds on roadway projects.
- b. For construction projects, the Recipient shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of funds shall be made only after the Department accepts the project as complete.
- d. The Recipient shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The Recipient shall also make this documentation available at all reasonable times for review by the Department. Copies of this documentation shall be furnished by the Recipient if requested. Such documentation shall be retained for at least 3 years from the date of the Department's signature of the Department's Final Payment Form (Form 830436) or the bottom part of the Certificate of Completion and Final Acceptance of Agreement Work (Form 640003).
- e. The Recipient shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the Department.





98

97

46

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51

UU Ave

Corporate Line

100

69

68

67

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65

64

103

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71

72

73

74

75

Treatment Plant





RESOLUTION NO. \_\_\_\_\_  
RESOLUTION TO VACATE A COUNTY ROAD  
HARDIN COUNTY, IOWA

WHEREAS this being the date and time, \_\_\_\_\_, set for hearing on the proposed vacation and closure of streets and alleys located within Hardin County, Iowa described as follows:

All streets and alleys located outside the corporate limits of the Town of Steamboat Rock (as those corporate limits are constituted on the 1<sup>st</sup> day of August, 2020) and located within Hardin County, Iowa as platted in County Recorder's Book C, Pages 87-88, between a line 50.00' offset Southerly from the Centerline of the former Eldora Railroad and Coal Company Railway and lying North and West of the Centerline of the Iowa River as said streets and alleys are platted though and around Blocks 47, 48, 49, 50, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 100 and 103; excluding any property under title to said Railroad (or its successors); except properties listed in County Recorder's Book 435, Page 444 and Book 541, Pages 60, 154 and 228; and except that portion of Eleventh Street lying between Blocks 68 and 69 and south of said 50.00' offset line from said Railroad.

WHEREAS, no objections have been received, either in writing or by persons present.

NOW, THEREFORE, BE IT RESOLVED by the Hardin County Board of Supervisors that the subject section of the streets and alleys be ordered vacated and closed. Further the property shall be transferred to the adjoining property owner Randall Shore.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2020

HARDIN COUNTY BOARD OF SUPERVISORS

---

Lance Granzow, Chair

ATTEST:

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Jessica Lara, Hardin County Auditor

**QUIT CLAIM DEED  
Recorder's Cover Sheet**

**Preparer Information:**

Michael A. Smith, 1305 12th Street, PO Box 431, Eldora, Iowa 50627  
Phone: (641) 939-5475

**Taxpayer Information:**

Randall Shore, 306 Vinton Ave., Apt. 3, Eldora, IA 50627

**Return Document To:**

Michael A. Smith, 1305 12th Street, PO Box 431, Eldora, Iowa 50627

**Grantors:**

County of Hardin, Iowa

**Grantees:**

Randall Shore

**Legal Description:** See Page 2

**Document or instrument number of previously recorded documents:** \_\_\_\_\_





**QUIT CLAIM DEED**

For the consideration of one Dollar(s) and other valuable consideration, County of Hardin, Iowa do hereby Quit Claim to Randall Shore, single all our right, title, interest, estate, claim and demand in the following described real estate in Hardin County, Iowa:

All streets and alleys located outside the corporate limits of the Town of Steamboat Rock (as those corporate limits are constituted on the 1st day of August, 2020) and located within Hardin County, Iowa as platted in County Recorder’s Book C, Pages 87-88, between a line 50.00’ offset Southerly from the Centerline of the former Eldora Railroad and Coal Company Railway and lying North and West of the Centerline of the Iowa River as said streets and alleys are platted though and around Blocks 47, 48, 49, 50, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 100 and 103; excluding any property under title to said Railroad (or its successors); except properties listed in County Recorder’s Book 435, Page 444 and Book 541, Pages 60, 154 and 228; and except that portion of Eleventh Street lying between Blocks 68 and 69 and south of said 50.00’ offset line from said Railroad.

**This deed is exempt according to Iowa Code 428A.2(19).**

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: \_\_\_\_\_.

\_\_\_\_\_  
Lance Granzow, Chair  
Hardin County Board of Supervisors

\_\_\_\_\_  
Jessica Lara, Auditor  
Hardin County, Iowa

STATE OF IOWA, COUNTY OF HARDIN

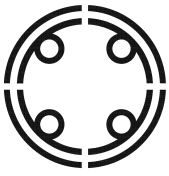
This record was acknowledged before me on \_\_\_\_\_, by Lance Granzow, as Chair, of Hardin County Board of Supervisors

\_\_\_\_\_  
Signature of Notary Public

STATE OF IOWA, COUNTY OF HARDIN

This record was acknowledged before me on \_\_\_\_\_, by Jessica Lara, as Auditor, of Hardin County, Iowa

\_\_\_\_\_  
Signature of Notary Public



# CICS

Supporting Individuals. Strengthening Communities.

**HARDIN**

Central Iowa Community Services  
Hardin County Office  
(641) 939-8167 • Fax: (641) 939-8247  
[www.hardincountyia.gov](http://www.hardincountyia.gov)

1201 14<sup>th</sup> Ave.  
Eldora, Iowa 50627

August 20, 2020

To: Board of Supervisors

From: Linn Adams

Re: CARES Funds Projects for Community Services

Governor Reynolds allocated 30 million of the CARES Act funds that the State of Iowa received from the federal government to the MHDS regions. The CICS Region has received 3.2 million. The CICS Board has authorized the CEO and Administrative Team to move forward in determining and distributing these funds for costs related to the Coronavirus.

CICS is looking at utilizing these funds in three tiers. We will be reaching out to MHDS providers and to schools. CICS also looked at local office needs. Below are projects I submitted for review for our local county office that have been approved to utilize the CARES funds. I would like your approval to move forward on these projects and work with the Property Manager to get them completed. We will need to move quickly as all funds as the projects will need to be completed by December 15, 2020. There would be no local cost for these since they are specific to the Community Services/CICS office needs.

- Restroom. Retrofit the room next to current small women's/public bathroom to include touchless faucet, toilet, and towel dispenser to make it more sanitary. The current one is very small, old, and hard to be sanitary with the tight quarters. It is used by staff in addition to the public, clients, IPR customers, etc. This would also create a public restroom on the main floor that would be accessible to individuals with mobility needs (wheelchair, etc).
- Water Heater. Install a small water heater under cupboard in kitchenette area. There currently is no hot water available in any sinks on the main floor. This would at least provide hot water in one sink to help with cleanliness and sanitary conditions related to fighting COVID-19.
- Touchless Hand Sanitizer Machines. Install 2-3 either wall or stand mount touchless hand sanitizer machines on the main floor.

I also would ask that you consider changing out the lobby door and back entrance doors to ones that staff can use fobs rather than the push button codes. This would reduce the amount of touching of the doors to key in codes. It would also help reduce the entry of individuals that have or receive the entry codes and the need to change the code periodically. I would think that the CARES funds received through the county could be used for that since it involves all the departments in the County Office Building.

I will ask Angela to put this on the August 26<sup>th</sup> Board meeting agenda and I will be available by Zoom to answer any questions and to discuss these projects. Thanks for your consideration.

August 20, 2020

To: Board of Supervisors

From: Wellness Committee

Re: Employee Appreciation/Health Event

The Wellness Committee asks that the Board of Supervisors approve the event outlines below. This year we would like to combine the immunization (flu shot) clinic with an employee appreciation lunch and wellness/health fair. The Board will need to approve the use of funds for the immunizations. The lunch will be funded through donations and the pop fund. The wellness fair will count as a 2020 wellness incentive.

Employee "Appreciation with Purpose!" Event

Date: Tuesday, September 22, 2020 11:00-2:00 (staff will come and go and stagger lunch times- county offices will not be closed)

Location: Hardin County Fair Grounds and/or Youth Building

- Lunch. Committee (Renee, Lori, BJ) plan a lunch to be served to all county employees. Will use pop fund and donations.
- Health/Wellness Fair. Will have 6-8 tables sponsored by departments or agencies on specific health/wellness issues (mental health, IPERS, nutrition, etc). with information and consultation provided individually. This will qualify as an incentive under the "Purpose" Pillar of the wellness program.
- Immunizations. (Deanna working with GB Home Care). Greenbelt Home Care will be present to provide immunizations to county staff that are on insurance (they will also offer a few other times in other locations). The wellness fund will be used to pay for the immunizations as we have in the past. The following would be offered with the costs the same as they were last year:
  - Inflenza-\$35
  - Tdap-\$80
  - Hepatitis B-\$80/need series of 3
  - Hepatitis A-\$80/need series of 2
  - Pneumonia-\$150 (need after age 65 and if high risk)

Last years cost for immunizations was \$4120.00 so the anticipated cost for this year will be similar.

We ask that the Board act on this proposal at your August 26 meeting so that we can proceed to get information out to employees and confirm with GB Home Care and those that will be set up for the Wellness Fair. Thanks.



# HARDIN COUNTY

## Courthouse

HARDIN COUNTY COURTHOUSE  
1215 EDGINGTON AVE.  
ELDORA, IA 50627

**FILED**

AUG 21 2020

HARDIN COUNTY AUDITOR

### HARDIN COUNTY Employee Change of Status Report

Please enter the following change(s) as of 8/30/20  
Date

Name: DAVE CORCORAN

Address: \_\_\_\_\_

Fund: \_\_\_\_\_

Department: Property Mgt.

Position: Ass.

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: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_  
From To

Last Day of Work 8/20/20  
(if applicable)

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

Authorized by: Jody L. Mesch  
Elected Official or Department Head

8/31/20  
Date

Authorized by: \_\_\_\_\_  
Board of Supervisors

\_\_\_\_\_ Date

# RELIABLE 1

HEATING | AC | PLUMBING

Monday, June 22, 2020

Hardin County EOC Building  
Eldora, IA 50627

Re: Emergency Operations Center, Eldora, IA

We are pleased to submit the following for your consideration. Install a 3/4" cold and hot water supply from the mechanical room to the front west apparatus bay area. My recommendation for this would be to put it along the west wall, on north side of sewer vent stack and then they could have water inside the bay area for washing trucks year round and drag a hose outside when needed. All piping will be ran high exterior of the mechanical room, storage closet into the apparatus area. It will continue north down west wall of apparatus area. We will drop down to the hose bibs on north side of sewer vent stack. All the water lines will be insulated to eliminate sweating. I have priced this to you as 3/4" pex pipe.

Your Total Investment: \$2,441.33

Insulate pipes to help eliminate condensation \$1,161.11

Customer Acceptance \_\_\_\_\_ Date \_\_\_\_\_

Reliable 1 Representative \_\_\_\_\_ Date \_\_\_\_\_

ALL ESTIMATES AND BIDS ARE GOOD FOR A PERIOD OF 30 DAYS FROM THE DATE ABOVE. 50% DOWN PAYMENT IS REQUIRED ON ACCEPTANCE OF BID CONTRACT WITH THE BALANCE DUE ON COMPLETION OF THE JOB. ANY BILL OVER 30 DAYS WILL BE ACCESSED A FINANCE CHARGE OF 2.0% MONTHLY

*The 1 You Can Trust*

reliable1iowa.com

1854 CRESCENT DR. IOWA FALLS, IOWA, 50126 | 641-648-2327

7 2ND AVE. N. E. HAMPTON, IOWA, 50441 | 641-456-2651



1854 CRESCENT DR.  
IOWA FALLS, IOWA 50126

Phone: 641-648-2327  
Fax: 641-648-5331  
Email: [kirk@iowafallsheating.com](mailto:kirk@iowafallsheating.com)

Monday, June 18, 2012

Wells +Associates Architects  
Will Worthington, AIA  
520 42nd Street, Suite 400  
Des Moines, IA 50312

Re: Emergency Operations Center, Eldora, IA

We are pleased to submit the following for your consideration. Install a 3/4" cold water supply from the mechanical room to the front west apparatus bay area. We can do this as a frost free hydrant out the front as the first prints show. My recommendation for this would be to put it along the west wall, exact location to be determined, and then they could have water inside the bay area for washing trucks year round and drag a hose outside when needed. The second hose bib would be a frost free bib with vacuum breaker out the mechanical room south wall. All piping will be ran high exterior of the E-Squad Office wall and down west bay wall and drop down to the bib. All the water lines will be insulated to eliminate sweating. I have priced this to you as 3/4" pex pipe and 3/4" copper pipe.

3/4" Pex Piping Option. Your Total Investment: \$3,593.00

3/4" Copper Piping Option. Your Total Investment: \$3,848.00

Thank You,

Kirk Rice, Comfort Specialist

ALL ESTIMATES AND BIDS ARE GOOD FOR A PERIOD OF 30 DAYS FROM THE DATE ABOVE. 50% DOWN PAYMENT IS REQUIRED ON ACCEPTANCE OF BID CONTRACT WITH THE BALANCE DUE ON COMPLETION OF THE JOB. ANY BILL OVER 30 DAYS WILL BE ACCESSED A FINANCE CHARGE OF 2.0% MONTHLY.

