



**HARDIN COUNTY**  
Board of Supervisors

Wednesday, May 20, 2020

**NOTICE: County buildings are closed to the public due to COVID-19 concerns and restrictions on public gatherings of no more than 10 people, as set forth by Governor Reynolds in her State of Public Health Emergency Disaster Proclamation. To access and participate in the 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:

[05-06-2020 MINUTES.PDF](#)

5. Approval Of Claims For Payment

Documents:

[VENDOR PUBLICATION REPORT 5-20-20.PDF](#)

6. COVID-19 Update
7. Utility Permits & Secondary Roads Department

Documents:

[HEART OF IOWA PERMIT 20-023.PDF](#)

8. 9:02 A.M. Public Hearing - Consideration Of Zoning Commission's Recommended Amendment To Article XXIII Of Ordinance No. 29
9. Motion - Table First Consideration Of Amendment To Article XXIII, Ordinance No. 29; Set Work Session To Discuss And Adopt Any Changes To Proposed Amendment; Set And Publish Notice Of Date And Time For Public Hearing And First Consideration Of Amendment To Article XXIII, Ordinance No. 29
10. Approval Of Large Scale Industrial Development Incentive Policy

Documents:

[LARGE SCALE DEVELOPMENT INCENTIVE POLICY.PDF](#)

11. Receipt Of Animal Feeding Operation Construction Permit - Ferris Pork Site, Section 16, Ellis Township

12. Set Time And Date For Public Hearing - Ferris Pork Site, Section 16, Ellis Township
13. Receipt Of Animal Feeding Operation Construction Permit – Tri-B Site Section 8, Section 8, Alden Township
14. Set Time And Date For Public Hearing - Tri-B Site Section 8, Section 8, Alden Township
15. Motion To Adopt And Substitute Policy On Public Hearing Under Chapter 459 (Replacing Policy Adopted By Resolution 2020-05)

Documents:

[REVISED POLICY FOR PUBLIC HEARING UNDER CHAPTER 459.PDF](#)

16. Appoint IGHCP Board Alternate Representative
17. Change Of Status – IRVM

Documents:

[CHANGE OF STATUS - IRVM.PDF](#)

18. Change Of Status – Sheriff's Office

Documents:

[CHANGE OF STATUS - SHERIFFS OFFICE.PDF](#)  
[CHANGE OF STATUS - SHERIFFS OFFICE 2.PDF](#)

19. Public Comments

20. Other Business

21. Adjournment/Recess

22. 9:30 A.M. Drainage  
[VIEW REGULAR DRAINAGE MEETING AGENDA](#)  
Courthouse Large Conference Room

23. 11:30 A.M. Meeting With Judy Funk, Heartland Insurance, Re: 2020/2021 Insurance Renewal  
Courthouse Large Conference Room

24. 1:30 P.M. Meeting With County Engineer Taylor Roll, Re: Employment Contract  
Courthouse Large Conference Room  
Closed Session as Allowed under Iowa Code Section 21.5(1)(i)

HARDIN COUNTY BOARD OF SUPERVISORS  
MINUTES – MAY 6, 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 René McClellan; and Jessica Sheridan, Michael Pearce, Matt Jones, Taylor Roll, Rocky Reents, Angela De La Riva, Denise Ballard, Bob Havens, Justin Ites, JD Holmes, Dave McDaniel, Thomas Craighton, Keisha Perkins, Dave Dunn, Becca Junker, Megan Harrell, Darrell Meyer, Julie Duhn, Donna Juber, Bob Juber, Micah Cutler, Lori Kadner, Machel Eichmeier, Brenda Brink, John Zimmerman, Mark Buschkamp, and Angela Silvey.

The Pledge of Allegiance was recited.

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

McClellan moved, Hoffman seconded to approve the May 6, 2020 claims for payment. Motion carried.

Utility Permits:

McClellan moved, Hoffman seconded to approve Hardin County Utility Permit Application UT-20-020, submitted by Midland Power Cooperative. Motion carried.

Secondary Roads:

County Engineer Taylor Roll advised two projects, a new road by Buckeye to bypass a bridge and moving an intersection on Highway 65, are 90% complete.

Hoffman moved, McClellan seconded to approve Bridge 3267 Supplemental Agreement No. 1. Motion carried.

McClellan moved, Hoffman seconded to table the recommendation to the DNR on the Animal Feeding Operation Construction Permit Application for Tri-B Site, Section 8, Alden/Hardin Township until 05/13/2020. Motion carried.

Hoffman moved, McClellan seconded to table the recommendation to the DNR on the Animal Feeding Operation Construction Permit Application for Ferris Pork Site, Section 16, Ellis Township until 05/13/2020. Motion carried.

Hoffman moved, McClellan seconded to delegate IGHCP to handle the County's Blue Dental insurance benefits. Motion carried.

COVID-19 Update:

Rocky Reents advised her team met with mayors regarding festivals and pools. Her team is also monitoring PPE while looking for more to buy through preparedness funds received from the State.

Public Comments:

Julie Duhn commented about State policy for releasing COVID-positive patients from quarantine. Reents provided clarification on the policy Duhn referenced.

Other Business:

Donna Juber requested the Board consider amending the CAFO public hearing policy.

Duhn requested that CAFO public hearings be video-recorded and posted on YouTube.

McClellan moved, Hoffman seconded to adjourn. Motion carried.

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Lance Granzow, Chair

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Jessica Lara

Board of Supervisors

Hardin County Auditor

**Claims Payable - May 20, 2020**

AgVantage FS	\$27,622.50
Alliant Energy	\$10,509.42
Angela De La Riva	\$88.20
Black Hawk County Sheriff	\$750.00
Black Hills Energy	\$67.91
Builders FirstSource	\$321.86
Campbell Supply Co	\$41.50
Central Iowa Distr Inc	\$1,995.90
CenturyLink	\$60.80
Chelsey Lewer	\$277.50
Cintas	\$850.96
Cintas Corporation	\$93.03
City of Iowa Falls	\$61.76
City of Radcliffe	\$68.86
Clapsaddle-Garber Assoc	\$46,095.75
Concrete Inc	\$945.56
Contech Engineered Solutions	\$9,330.70
Cooley Pumping LLC	\$150.00
Culligan	\$49.00
Danko Emergency Equipment	\$674.68
Denco Corp	\$31,127.10
Eichmeier Motor Co	\$96.70
Franklin Rural Elec Co-Op	\$30.00
Grass Masters Lawn & Landscaping Service	\$1,260.00
Hardin County Office Supplies	\$11.78
Hardin County Treasurer	\$1,044.00
Hawkeye West Pest Control	\$60.00
Heart of Iowa	\$2,507.48
Innovative Ag Services	\$909.00
Iowa Dept of Transportation	\$1,047.00
Iowa Emergency Vehicle Installs	\$4,980.76
Iron Mountain	\$76.25
JBI Distributors	\$2,034.00
Johnson Controls Fire Protection LP	\$6,259.60
King Const. & Overhead Door Inc	\$145.00
Krogh-Oppold Feed & Supply	\$82.61
M & G Tire Service	\$180.98
Machel R Eichmeier	\$17.55
Martin Marietta Aggregate	\$4,899.02
McKesson Medical Surgical	\$223.37
Mid American Energy	\$29.50
Mid-America Publishing Corp	\$82.52
Napa Auto Parts	\$105.40
Omnicare Inc	\$396.67
O'Reilly Auto Parts Inc	\$39.96
Perry AG Services	\$19,530.00
Public Employee Health Fund	\$1,511.76
Quill Corporation	\$32.99
R Comm Wireless	\$400.00
Ryan J Stupp	\$150.00
Schumacher Elevator Co.	\$509.63
Shield Pest Control	\$180.00
South Hardin Signal Review Inc	\$113.00
State Medical Examiners Office	\$31.25
Summit Food Service LLC	\$3,354.49
Terracon	\$24,917.20
Theisens	\$257.09
Times Citizen	\$1,480.80
Wilcox Equipment	\$147.49
Windstream	\$327.50
Woodley Funeral Services LLC	\$1,300.00
Youth Shelter Care of North	\$1,399.50
Z & Z Glass	\$45.00
Ziegler Incorporated	\$26.86

**Grand Total**

**\$213,416.70**

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**Lance Granzow, Chair  
Board of Supervisors**

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**Jessica Lara  
Hardin County Auditor**



**HARDIN COUNTY UTILITY PERMIT APPLICATION**

Permit No: \_\_\_\_\_

- Underground
- Aerial

- Permanent Installation
- Temporary Installation

This is a Utility Permit Application for telecommunications, electric, gas, water and sewer utilities. The applicant agrees to comply with the following permit requirements. Compliance shall be determined by the sole discretion of the County Engineer as deemed necessary to promote public health, safety, and general welfare. These requirements shall apply unless waived in writing by the County Engineer prior to installation.

APPLICANT NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ CONTACT PERSON: \_\_\_\_\_

TYPE OF WORK: \_\_\_\_\_

**1. LOCATION PLAN**

An applicant shall file a completed location plan as an attachment to this Utility Permit Application. The location plan shall set forth the location of the proposed line on the secondary road system and include a description of the proposed installation.

**2. WRITTEN NOTICE**

At least five (5) working days prior to the proposed installation, an applicant shall file with the County Engineer a written notice stating the time, date, location, and nature of the proposed installation.

**3. INSPECTION**

The County Engineer may provide a full-time inspector during the installation of all lines to ensure compliance with this Utility Permit. The inspector shall have the right, during reasonable hours and after showing proper identification, to enter any installation site in the discharge of the inspector's official duties, and to make any inspection or test that is reasonably necessary to protect the public health, safety, and welfare.

**4. INSPECTION FEES**

The applicant shall pay actual costs directly attributable to the installation inspection conducted by the County Engineer. Within thirty (30) days after completion of the installation, the County Engineer shall submit a statement for inspection services rendered. The applicant agrees to reimburse the county within thirty (30) days of billing.

**5. REQUIREMENTS**

The installation inspector shall assure that the following requirements have been met:

- A. Construction signing shall comply with the Manual on Uniform Traffic Control Devices
- B. Depth – (Add additional depth if ditch has silted to the thickness of the deposited silt.) The minimum depth of cover shall be as follows:
 

Telecommunications..... 36"	Electric.....48"
Gas..... 48"	Water.....60"
Sewer..... 60"	
- C. Minimum roadway overhead clearance for utility lines shall be 20 feet.
- D. The applicant shall use reference markers in the right-of-way (ROW) boundary to locate line and changes in alignment as required by the County Engineer. A permanent warning tape shall be placed one (1) foot above all underground utility lines.
- E. All tile line locations shall be marked with references located in the ROW line.
- F. No underground utility lines shall cross over a crossroad drainage structure without approval from the County Engineer.
- G. Residents along the utility route shall have uninterrupted access to the public roads. An all weather access shall be maintained for residents adjacent to the project.
- H. After construction, granular surfacing shall be added to the road by the applicant to restore the road to its original condition. After surfacing has been applied, the road surface shall be reviewed by the County Engineer once the road has been saturated, to determine if additional surfacing on the roadway by the applicant is necessary.
- I. All damaged areas within the ROW shall be repaired and restored to at least their former condition by the applicant or the cost of any repair work caused to be performed by the county will be assessed against the applicant.
- J. Areas disturbed during construction which present an erosion problem shall be solved by the applicant in a manner approved by the County Engineer.
- K. All trenches, excavations, and utilities that are knifed shall be properly tamped.
- L. All utilities shall be located between the bottom of the backslope and the bottom of the foreslope, unless otherwise approved in writing by the County Engineer prior to installation.
- M. Road crossing shall be bored. The depth below the road surface shall match the minimum depth of cover for the respective utility.

**6. NON-CONFORMING WORK**

The County Engineer may halt the installation at any time if the applicant's work does not meet the requirements set forth in this Utility Permit Application.

**7. COUNTY INFRACTION**

Violation of this permit is a county infraction under Iowa Code Section 331.307, punishable by a civil penalty of \$100 for each violation. Each day that a violation occurs or is permitted to exist by the applicant constitutes a separate offense.

**8. HOLD HARMLESS**

The utility company shall save this county harmless of any damages resulting from the applicant's operations. A copy of a certificate of insurance naming this county as an additional insured for the permit work shall be filed in the County Engineer's Office prior to installation. The minimum limits of liability under the insurance policy shall be \$1,000,000.

**9. PERMIT REQUIRED**

No applicant shall install any lines unless such applicant has obtained a Utility Permit from the County Engineer and has agreed in writing that said installation will comply with all ordinances and requirements of the county for such work. Applicants agree to hold the county free from liability for all damage to applicant's property which occurs proximately as a result of the applicant's failure to comply with said ordinances or requirements.

**10. RELOCATION**

The applicant shall, at any time subsequent to installation of utility lines, at the applicant's own expense, relocate or remove such lines as may become necessary to conform to new grades, alignment or widening of ROW resulting from maintenance or construction operations for highway improvements.

DATE: \_\_\_\_\_ COMPANY: \_\_\_\_\_

SIGNATURE: Filled out online \_\_\_\_\_

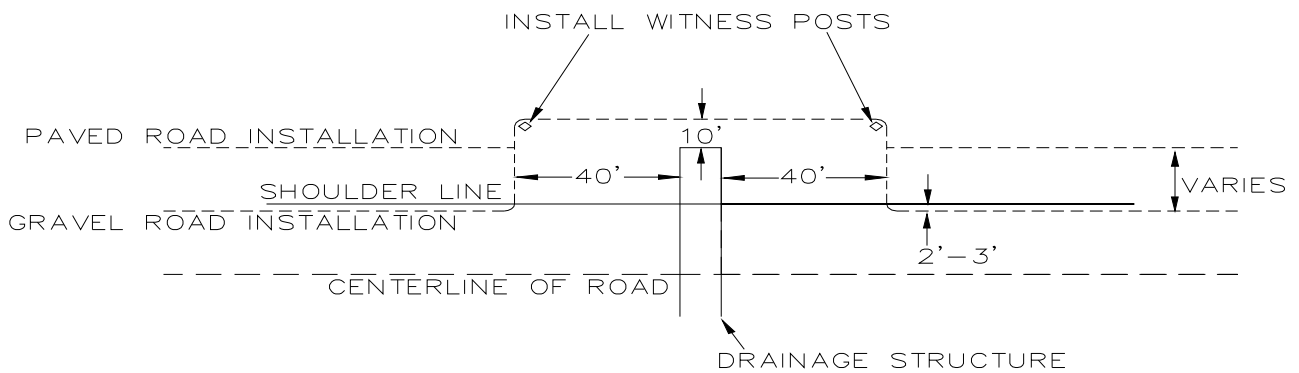
**RECOMMENDED FOR APPROVAL:**

DATE: \_\_\_\_\_ COUNTY ENGINEER \_\_\_\_\_

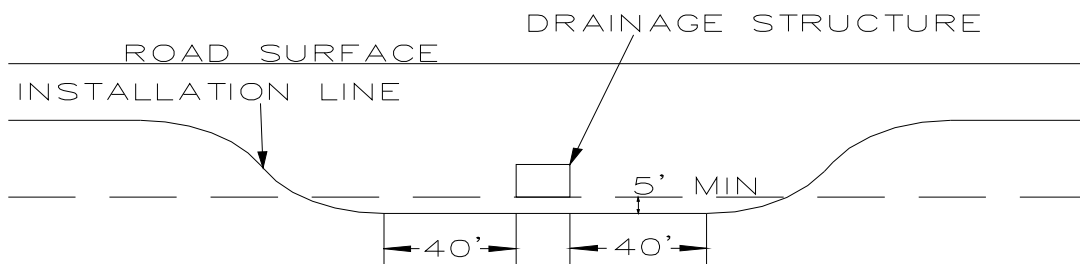
**APPROVAL:**

DATE: \_\_\_\_\_ CHAIRMAN, BOARD OF SUPERVISORS \_\_\_\_\_

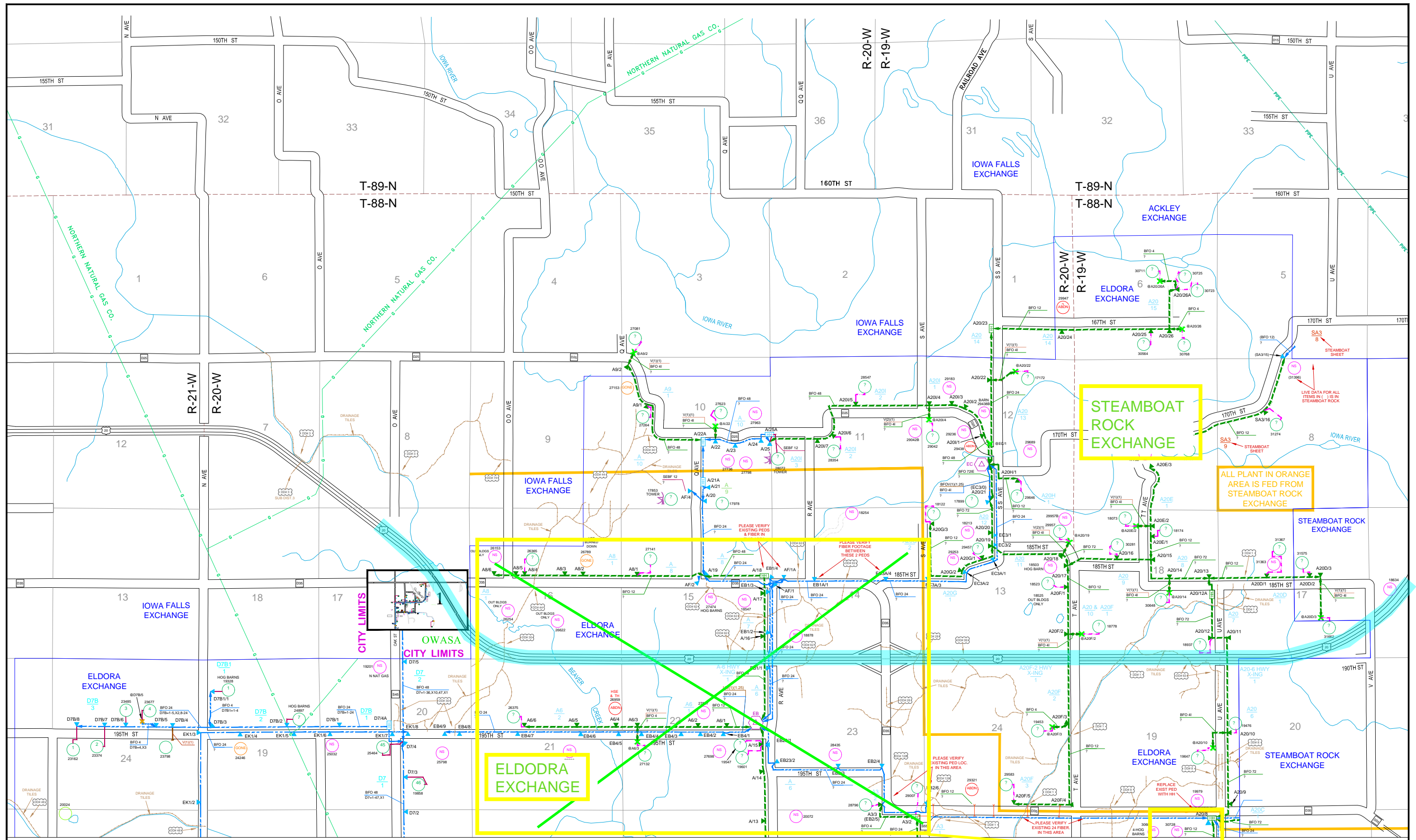
**NON-BORED INSTALLATION DETAIL**



**BORED INSTALLATION DETAIL**



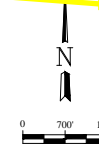




STATE PERMIT REQUIRED

**Legend**


1	2	3
4	5	



**PRELIMINARY 4-6-20**

**FINLEY ENGINEERING**  
INTEGRITY INTO EVERYTHING

Heart Of Iowa Communications  
P.O. Box 130  
Union, IA 50258-0130

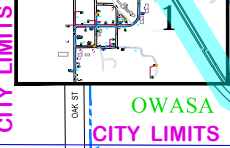
Eldora Rural  
2020 Proposed Map

DATE: 1/8/20  
JOB #: 07-17404-02  
DATE: 1/8/20  
SHT. # 1 of 6

STEAMBOAT ROCK EXCHANGE

ALL PLANT IN ORANGE AREA IS FED FROM STEAMBOAT ROCK EXCHANGE

ELDODRA EXCHANGE



CITY LIMITS

OWASA CITY LIMITS

STEAMBOAT ROCK EXCHANGE

STEAMBOAT ROCK EXCHANGE

ELDORA EXCHANGE

PRELIMINARY 4-6-20



# Large Scale Industrial Development Incentive Program

There are opportunities for development in Hardin County, including rural areas. Economic development and the creation of new jobs rank as important issues to Hardin County residents, according to the County's comprehensive plan. Capital investment, increased tax base, job retention and enhance the economic wellbeing of our County and our residents.

Projects in the unincorporated area are a primary focus for the County. The County will take a lead role and be proactive in developments proposed for unincorporated areas. These projects will be supported if appropriate location and infrastructure are or can be made available. Infrastructure, which can be made available to other development, may be given special consideration by the County.

Projects in incorporated areas should have a municipal focus. Towns and cities should assume the lead role for proposals within corporate boundaries. The County's position will be supportive; but county involvement will be only as a partner with another governmental entity. As a partner, however, the County desires to be involved early and fully in the process.

## Policy Information:

It is the policy of Hardin County to offer property tax relief (PTR) to incentivize large scale industrial developments that demonstrate a substantial and significant public benefit. This policy is intended to provide direction and clarify the process, it is not intended to resolve all the details and complexities of each development incentive agreement.

The decision to provide PTR shall be at the sole discretion and approval of the Hardin County Economic Development Director, the Hardin County Economic Development Advisory Council and the Hardin County Board of Supervisors and shall be determined on a case-by-case basis.

Care will be exercised in the use of PTR by thoroughly evaluating each project to ensure that the benefits that accrue are appropriate for the costs that will result and conform to the County's comprehensive plan. Meeting policy criteria does not guarantee the award of business assistance to the project. Approval or denial of one project is not intended to set precedent for approval or denial of another project. All parties must sign a Development Agreement with the County prior to the award of their assistance and must re-certify the agreement yearly for the life of their incentive package. Employment figures will be verified via Development Agreement.



# Property Tax Relief

The following property tax relief applies to “Large scale industrial development projects” constructed within the geographical boundaries of Hardin County, Iowa. Large scale industrial development projects are those industrial projects having a net acquisition cost (as defined under Iowa Code Chapter 427B.26) of at least \$100,000,000, and first assessed after the effective date of this policy. Such qualifying property shall receive a property tax reduction to the extent necessary to achieve a property tax liability based on the following valuations:

- Year 1: tax valuation 10% of net acquisition cost
- Year 2: 20% of net acquisition cost
- Year 3: 30% of net acquisition cost
- Year 4: 40% of net acquisition cost
- Year 5: 50% of net acquisition cost
- Years 6-10: 60% of net acquisition cost
- Years 11+: 100% of net acquisition cost

Requirements: Must retain 10 full time\* jobs for the entirety of agreement. Full time jobs must meet minimum wage^ requirement. Project must remain in full compliance with all Hardin County zoning ordinances and drainage policies established at the time of application for building permits.

\*See Hardin County employee handbook for definition of full time employment

^ Minimum wage is defined by the State of Iowa.

HARDIN COUNTY BOARD OF SUPERVISORS  
POLICY FOR CHAPTER 459 PUBLIC COMMENT AND PUBLIC HEARING

**POLICY STATEMENT**

**The Board has adopted a construction evaluation resolution. By law the Board has the right to submit comment to the Iowa DNR on construction applications. By law the people have the right to submit comment to the Board under procedures adopted by the Board. While the Board is not obliged to do so, by law the Board can extend to the public the privilege of public hearing. The Board supports local involvement in government and elects to hold public hearings, but also encourages the public to contact Board members on this and any issue. The following procedures for public comment and public hearing are intended to afford the public an opportunity to bring to the attention of the Board, in an orderly and civil manner, information appropriate for consideration under the law.**

**PROCEDURES FOR PUBLIC HEARING**

The public hearing is the public's opportunity to address the Board with pertinent information and argument for or against a construction application. The public should not expect the Board to engage in debate. The public hearing is the chance for local officials to hear directly from their constituents. The manner of receiving public comment at a public hearing shall be at the discretion of the Board Chair. Failure to comply with these procedures will result in sanctions.

**PROCEDURES FOR PUBLIC COMMENT**

Any member of the public can submit written comment to the Board under the following procedures. Any written comment that does not conform to these procedures will not be considered by the Board and will not be part of the record submitted to the Iowa Department of Natural Resources.

1. Written comment shall be received by the Board Chair at or before the time of holding a public hearing held under Chapter 459.304.
2. All written comments shall clearly and expressly state whether the comment is for or against approval of the construction application.
3. Written comments shall be limited to one per person and include the person's name and address.
4. All written comments shall clearly and expressly identify the statutory provision(s) of Iowa Code or the Iowa Administrative Code that form(s) the basis for or against the application.



# 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 05/26/2020  
Date

Name: Paul Martin

Department: IRVM

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

Position: Roadside Vegetation Specialist

Conrad                      IA                      50621  
City                              State                              Zip Code

Salary/Hourly Rate: \$20.00/hour

Fund: 24 - Weed Commissioner/IRVM

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: 25 cents per hour raise after 6 month probationary period and 50 cents per hour raise after passing of required certifications.

Dates of Employment: 05/26/2020 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: \_\_\_\_\_  
Elected Official or Department Head

\_\_\_\_\_ Date

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

\_\_\_\_\_ Date

**HARDIN COUNTY**  
Employee Change of Status Report

Please enter the following change(s) as of: 04-21-2020

Name: Caslavska, Rochelle

Address: Iowa Falls, IA

Department: Sheriff's Office

Position: Correctional Officer

Fund \_\_\_\_\_

Gross \_\_\_\_\_

Salary or Hourly Rate: \$16.76/hr

STATUS     Full-time                       Permanent Part-time                       Temporary/Seasonal  
Part-time

Reason for change:

- |   |   |
|---|---|
| <input type="checkbox"/> Hired                      | <input checked="" type="checkbox"/> Resignation |
| <input type="checkbox"/> Promotion                  | <input type="checkbox"/> Retirement             |
| <input type="checkbox"/> Demotion                   | <input type="checkbox"/> Layoff                 |
| <input type="checkbox"/> Pay Increase               | <input type="checkbox"/> Discharge              |
| <input type="checkbox"/> Leave of absence to: _____ |   |

(date)

Other:

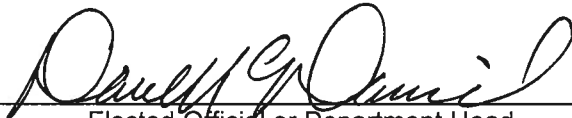
Dates of Employment: From: 10-12-2019    To    04-21-2020

Last day of work will be: 04-21-2020

Beyond the last day of work, the employee was (or will be) paid for: None

Vacation:

Comp:

Authorized by:                       Date: 04-21-2020  
Elected Official or Department Head

Approved by: \_\_\_\_\_                      Date: \_\_\_\_\_  
Appropriate Board (If Applicable)

**HARDIN COUNTY**  
Employee Change of Status Report

Please enter the following change(s) as of: 05-20-2020

Name: Jacob Allen Sweet

Address: Cedar Falls, IA

Department: Sheriff's Office

Position: Correctional Officer

Fund \_\_\_\_\_

Gross \_\_\_\_\_

Salary or Hourly Rate: \$15.00/hr

STATUS    ( ) Full-time        ( X ) Permanent Part-time        ( ) Temporary/Seasonal  
Part-time

Reason for change:

- |                                |                 |
|--------------------------------|-----------------|
| ( <u>X</u> ) Hired             | ( ) Resignation |
| ( ) Promotion                  | ( ) Retirement  |
| ( ) Demotion                   | ( ) Layoff      |
| ( ) Pay Increase               | ( ) Discharge   |
| ( ) Leave of absence to: _____ |                 |

(date)

( ) Other:

Dates of Employment: From:    To

Last day of work will be:

Beyond the last day of work, the employee was (or will be) paid for:

Vacation:

Comp:

Authorized by:  Date: 05-14-2020

Elected Official or Department Head

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Appropriate Board (If Applicable)