



HARDIN COUNTY
Board of Supervisors

June 20, 2022

NOTICE: Public meetings will be held in-person and also livestreamed for viewing only, as possible. To view meetings remotely, please use the Zoom information listed below.

1. 9:00 A.M. Call To Order
Courthouse Large Conference Room
2. Pledge Of Allegiance
3. Approval Of Agenda
4. Approval Of Minutes – 06/14/22, 06/15/22

Documents:

[06-14-22 MINUTES.PDF](#)
[06-15-22 MINUTES.PDF](#)

5. Approval Of Claims For Payment – 06/21/22

Documents:

[VENDOR PUBLICATION REPORT 6.21.22.PDF](#)

6. Consideration To Approve Business Associate Agreement Between Hardin County And Central Iowa Community Services

Documents:

[BAA HARDIN COUNTY AND FRANKLIN COUNTY.PDF](#)

7. Consideration Of Heart Of Iowa Utility Permit UT-22-007-Installing Phone Service

Documents:

[HEART OF IOWA UTILITY PERMENT UT-22-007.PDF](#)

8. Set Time And Date For Public Hearing – County Property For Sale
9. Change Of Status – Veterans Affairs

Documents:

[CHANGE OF STATUS-VETERANS AFFAIRS.PDF](#)

10. Change Of Status – Conservation

Documents:

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

11. Change Of Status – Sheriff Department

Documents:

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

12. Other Business

13. Adjournment/Recess

14. 9:30 A.M. Drainage
Courthouse Large Conference Room

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – JUNE 14, 2022
TUESDAY – 8:15 A.M.
COURTHOUSE LARGE CONFERENCE ROOM

Board Chair BJ Hoffman called the meeting to order. Supervisors Lance Granzow and Renee McClellan were present. Also present were Jolene Pieters and Michael Pearce. Attending via Zoom: None.

McClellan moved, Granzow seconded to recess until 9:00 a.m. due to scheduling conflicts. Motion carried.

At 9:03 a.m. the meeting was reconvened.

The purpose of the meeting was to canvass the June 7 2022 Primary Election.

Candidates nominated for county offices and the offices for which they were nominated:

Republican:

County Board of Supervisors	Lance Granzow, Renee McClellan
County Recorder	Lori Kadner
County Treasurer	Machel Eichmeier
County Attorney	Darrell Meyer

Offices for which no nomination was made by a political party:

Democrat:

County Board of Supervisors
County Recorder
County Treasurer
County Attorney

McClellan moved, Granzow seconded to adjourn the meeting. Motion carried.

The meeting adjourned at 9:58 a.m.

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – JUNE 15, 2022
WEDNESDAY – 9:00 A.M.
COURTHOUSE LARGE CONFERENCE ROOM

Board Chair BJ Hoffman called the meeting to order. Supervisors Lance Granzow and Renee McClellan were in attendance. Also attending were Taylor Roll, Deana Vaux, Thomas Craighton, Machel Eichmeier, Jessica Sheridan, Darrell Meyer, Lori Kadner, Chris Wieting, Michael Pearce, and Jolene Pieters. Attending via Zoom: Cheryl Lawrence, Connie Mesch, Tifani Eisentrager, Becca Junker, Rocky Reents, Wes Wiese, Elaine Loring, Matt Rezab, Chris Newhouse, Allison Munro, Jamie Giesler, Aaron Budweg, Curt Groen, Julie Duhn, and Pauline Lloyd.

The Pledge of Allegiance was recited.

McClellan moved, Granzow seconded to approve the agenda. Motion carried.

Granzow moved, McClellan seconded to approve the minutes from May 31, 2022, June 1, 2022, and June 2, 2022. Motion carried.

McClellan moved, Granzow seconded to approve the claims for payment for June 15, 2022.

Chris Wieting updated the Board of Supervisors on the Iowa Rivers Edge Trail project and explained that the SRT Endorsement and Resolution are the next phase of the project. The resolution to apply for the State Rec Trails grant for \$500,000 for 2022 and secure funding with Federal Rec Trails and apply for a Destination Iowa grant is the next phase of the project. The State Rec Trails grant will go primarily toward bridge work outside of Gifford which will connect our communities. No money is asked for from the County. Chris stated that the trail is currently in a closed state due safety, primarily around bridges due to fencing issues. They will let the public know when it will be open for public use. They are planning a ribbon cutting possibly sometime this fall. Marshall county is also working toward their completion.

McClellan moved, Granzow seconded to approve the Iowa Rivers Edge Trail State Rec Trails endorsement. Motion carried.

McClellan moved, Granzow seconded to adopt the Resolution of Hardin County's Submittal of an Application for Funding from the State Recreation Trails Program to the Department of Transportation (DOT) for the Funding of the Iowa River's Edge Trail. Roll Call Vote: "Ayes" Granzow, McClellan, Hoffman. "Nays" none. Absent: None. Motion carried. Resolution No. 2022-21 is hereby adopted as follows:

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

RESOLUTION NO. 2022 – 21

**HARDIN COUNTY’S SUBMITTAL OF AN APPLICATION FOR FUNDING FROM
THE STATE RECREATIONAL TRAILS PROGRAM TO THE DEPARTMENT OF
TRANSPORTATION (DOT) FOR THE FUNDING OF THE IOWA RIVER’S EDGE
TRAIL**

WHEREAS, the Hardin County Board of Supervisors is a valid and functioning entity of Hardin County; and

WHEREAS, the State Recreational Trails Program provides funding at the state level to local jurisdictions for the development of eligible projects; and

WHEREAS, the program is administered by the Iowa Department of Transportation which prioritizes and ranks all project applications; and

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

1. Hardin County Board of Supervisors supports and approves the application made for State Recreational Trails Funds
2. Hardin County Board of Supervisors hereby commits to the Iowa Department of Transportation to secure local match as required by the State Recreational Trails Program funding
3. Hardin County Board of Supervisors hereby commits to accepting and maintaining these improvements for a minimum of twenty (20) years following the completion
4. The Hardin County Board of Supervisors is hereby authorized to approve and execute the application and award agreement on behalf of Hardin County Board of Supervisors.

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

Ayes: Granzow, McClellan, Hoffman

Nays: None

Absent: None

Abstain: None

Whereupon, the Chair of the Board of Supervisors declared said Resolution duly passed and adopted this 15th day of June 2022.

/s/ BJ Hoffman
BJ Hoffman, Chair
Board of Supervisors

Attest:

/s/ Jolene Pieters

Jolene Pieters
Hardin County Auditor

McClellan moved, Granzow seconded to approve the credit card limit for the EMA Commission to \$10,000 for Emergency Manager Thomas Craighton which was passed unanimously by the Hardin County Emergency Management Commission. Motion carried.

Engineer Roll opened 1 bid received for fuel. The bid was received from AgVantage FS, Inc. for fuel and propane.

Granzow moved, McClellan seconded to approve the Class C Liquor License for Pine Lake Country Club. Motion carried.

McClellan moved, Granzow seconded to approve the Memorandum of Understanding between Hardin County and CICS. Motion carried.

Granzow moved, McClellan seconded to approve the Interstate Power and Light Utility Permit UT-22-010. Motion carried.

Treasurer Eichmeier and Chris Newhouse explained the request for compromise and assignment of Hardin County tax sale certificates and verification needed of the principal and interest owed.

Granzow moved, McClellan seconded to approve Treasurer Eichmeier to work with Chris Newhouse to present the numbers needed, after conferring with Attorney Meyer, regarding a request for Compromise and Assignment of Hardin County tax sale certificates at a future Supervisors meeting. Motion carried.

McClellan moved, Granzow seconded to acknowledge the receipt of the animal feeding operation construction permit for Hardin Buckeye 3, Section 3, Buckeye Township. Motion carried.

McClellan moved, Granzow seconded to set the public hearing for the animal feeding operation Hardin Buckeye 3, Section 3, Buckeye Township for July 6, 2022, at 9:02 a.m. in the large conference room in the Hardin County Courthouse. The application will be available for viewing online and in the Auditor's office. Motion carried.

Granzow moved, McClellan seconded to approve the salaries for FY2022/2023 budget year. In discussion Granzow stated the County is on the conservative side but compared to other counties we are on the lower side of the range. He stated that he appreciates the employees for being employees of Hardin County. Hoffman stated that there are some departments that are limited by the funds that can be spent on wages and to increase those wages, sacrifices would need to be made in various areas. The County maintains working within our means. Roll Call Vote: "Ayes" Granzow, McClellan, Hoffman. "Nays" none. Absent: None. Motion carried.

Taylor Roll and Deanna Vaux presented the Hardin County Wellness Program to the Board. Incentive for participation and meeting stated criteria would be those employees receiving a wellness day. In discussion it was stated that having healthy employees can benefit Hardin County and can be done on the employees' personal time and is a standard practice across the state. The program will be self-managed by the County.

Granzow moved, McClellan seconded to approve the Hardin County Wellness Program. Motion carried.

McClellan moved, Granzow seconded to approve the change of status for the Secondary Roads Department for the resignation of Allison Lake. Motion carried.

McClellan moved, Granzow seconded to approve the change of status for the Secondary Roads Department for the retirement of Terry Clemons. The Board thanked Terry for all his years of service. Motion carried.

Granzow moved, McClellan seconded the change of status for the County Attorney Department for the resignation of Christopher Klein. Motion carried.

McClellan moved, Granzow seconded to approve the change of status for the Sheriff's Department for the resignation of Sophia Lupkes. Motion carried.

Granzow moved, McClellan seconded to approve the change of status for the Sheriff's Department for the resignation of Joshua Nelson. Motion carried.

McClellan moved, Granzow seconded to approve the change of status for the Conservation Department for the resignation of Brennan Reysack. Motion carried.

McClellan moved, Granzow seconded to approve the Auditor's Report for May 2022. Motion carried.

Granzow moved, McClellan seconded to approve the Recorder's Report for May 2022. Recorder Kadner stated that Hardin County is in the top 14 counties out of 99 for processing e-submission documents and that boats can still be registered by July 1st, 2022, to avoid penalties. Motion carried.

McClellan moved, Granzow seconded to approve the Sheriff's Report for May 2022. Motion carried.

Other business: Treasurer Eichmeier reminded everyone of the tax sale that will be held on June 20, 2022. Engineer Roll thanked his employees for answering their phones at all hours of the night after storms. County Attorney Meyer wished Chris Klein well as he goes to Black Hawk County as a prosecutor for that county. Jessica Sheridan, Environmental Health, reminded everyone the importance of the public obtaining building permits. Chris Wieting stated that he is the contact person for anyone wanting to donate funds and is looking at early fall for a fund raiser for the Iowa River's Edge trail.

Granzow moved, McClellan seconded to adjourn the meeting. Motion carried.

Meeting was adjourned at 9:38 a.m.



Vendor Name	Vendor Number	Payable Description	Total Payments
AgSource Cooperative Services	6022V	Water Testing Kits	315.00
AgVantage FS	690V	Eldora Diesel	54,418.07
Alliant Energy	4253V	2589190000	15,110.34
Angela De La Riva	100411	Mileage-DSM Project Meetings	92.43
Axon Enterprise Inc	2935V	Equipment	1,232.38
Baker Group	62600V	Replace Valve Actuators-SO	2,828.23
Barco Municipal Products	1046V	Sign bases	1,203.73
Bauer Built Tire, Inc	1609V	#156 Drive Tires	1,761.60
Black Hills Energy	4450V	Garden City Utility	79.67
Bruce J. Off	228V	Bessman/Kemp Campground Inspection	164.00
Business Furniture Warehouse	101091	Office Furniture	80.00
Campbell Supply Co	620V	Sign Materials & Ear Plugs	128.38
Center Associates	883V	Inmate Medical - Foy	115.00
Central Iowa Distributing Inc	3043V	Custodial Supplies	197.00
Cintas-Chicago	2475V	Shop Towels & Uniforms	192.47
City of Iowa Falls	509V	Utilities - 22-252407-00	31.43
Cover All Embroidery Inc	100300	Uniform/Clothing	149.98
Culligan - IA Falls	100455	Water Acct-393-09949975-7	120.00
Dale Howard	855V	Vehicle Maintenance-EMA Suburban	360.18
Devere Company Inc	2570V	Building Maint	149.00
Fast Lane Motor Parts LLC	100189	Soap to wash vehicles	545.60
Franklin Rural Elec Co-Op	1128V	S41 & C73 Intersection Light	30.00
Galls Incorporated	1389V	Uniforms	40.11
GATR Truck Center	100679	#158 Radiator	1,264.11
Grass Masters Lawn & Landscaping Se	100587	May Mowing-Daisy Long/Bates/Brekke/Lej	1,600.00
Hawkeye Alarm & Signal Company	2890V	Alarm Testing-Courthouse/Annex	729.50
Ia Dept of Public Safety	5048V	TTY	2,119.50
Innovative Ag Services Hubbard	868V	Sign Materials	150.80
Iowa Drainage District Association	100809	FY22/23 County Dues	4,675.00
Iowa Prison Industries	809V	Vehicles	526.68
JB Distributing Co., Inc	61724V	AC Refill	879.70
John Deere Financial	1394V	Supplies-Rec/Custodial/Feed/Equipment/C	592.54
JPZ Products	100483	#456 Repair	75.00
Kit Paper	100328	Phone Reimburse-June22	40.00
LaVelle Lawn Care LLC	63690V	May Mowing-Pine Ridge/Tower Rock/Sac-	1,880.00
M & G Tire Service	2615V	Tire Repairs	218.34
Marshall Co Auditor	665V	ME-Mull Jr. DOD 4.25.22	305.80
Martin Marietta Aggregate	4141V	Rock Load-Conservation Strmnt-3640224	394.02
Matthews Repair LLC	100762	Mower Repair	847.04
McKesson Medical Surgical	2735V	Medical Supplies	4,562.55
Michelle Lauchner	2798V	Postage Reimburse	13.78
Mid American Energy	728V	Ackley Utility	179.81
Mid-America Publishing Corp	62056V	Publications-Delinquent Tax List	1,769.30
Midwest Liquid System Inc	4357V	#23 Diesel Pump Parts	383.83
Murphy Tractor & Equipment Co., Inc	2286V	#206 parts	139.26
Police Legal Sciences, Inc.	2358V	Training	1,600.00
Quaker Security LLC	100507	Courthouse Security	2,430.00
R Comm LLC	63277V	Esquad-Pagers/Radios/Channel Upgrade	3,057.00
RC Systems- Waterloo Office	2077V	Ackley Ambulance- 2 Portables & Accessc	2,758.00
Schumacher Elevator Co.	2130V	Elevator Maintenance-Courthouse/Annex	545.92
Shane W Holdgrafer	496E	Safety Boot Reimbursement	150.00
State Medical Examiners Office	63559V	ME-Duncan 4.9.22	2,043.11
Storey Kenworthy	61798V	Office Supplies	123.19
Story County Auditor	1369V	Fund Balance Transfer FY22 Estimated	227,200.25
Summit Food Service LLC	2332V	Food Service	4,973.37

Vendor Publication Report**Payment Date Range: 06/21/2022 - 06/21/2022**

Vendor Name	Vendor Number	Payable Description	Total Payments
Tanner Lascheid	101039	Precint Checkins-Primary22	66.11
Terracon Consultants	62786V	Bridge Boring	36,211.25
Thomas Craighton	100361	ME-Immel- DOD-5.18.22	300.00
Thomas Murphey-Park Host	100870	Reimburse-Park Host-Lightbulbs	6.79
Vanguard Appraisals, Inc	5433V	Arichive Modules	3,180.00
Webster County Sheriff	1291V	Case JVV007515 Lecount	33.00
Z & Z Glass	62420V	May Mowing-Bigelow/Bessman/Alden Rive	1,075.00
		Grand Total:	388,444.15

BUSINESS ASSOCIATE AGREEMENT

THIS BUSINESS ASSOCIATE AGREEMENT (“Agreement”) is entered into by and between Hardin County, Iowa (the “Covered Entity”), and Central Iowa Community Services (the “Business Associate”).

RECITALS

A. Covered Entity is a health care provider subject to the Health Insurance Portability and Accountability Act of 1996, the HITECH Act, and regulations promulgated thereunder (“HIPAA”).

B. Business Associate, through the provision of certain services for or on behalf of the Covered Entity pursuant to a certain agreement entered into with Covered Entity effective on 7/1/22 for the provision by Business Associate of substance use disorder client funding eligibility and claim processing for Covered Entity (the “Services Agreement”), is a “business associate” of the Covered Entity as that term is defined in 45 C.F.R. § 160.103, and is subject to the Security Rule and certain provisions of the Privacy Rule.

C. Covered Entity is required by HIPAA to obtain satisfactory assurances that Business Associate will appropriately safeguard all PHI and Electronic PHI disclosed by, or created or received by Business Associate on behalf of, Covered Entity.

NOW, THEREFORE, in consideration of entering into the Services Agreement and the mutual promises and agreements below and in order to comply with all legal requirements, the parties agree as follows:

I. DEFINITIONS

1.1 “**Agreement**” has the meaning set forth in the preamble.

1.2 “**ARRA Breach**” has the same meaning as the term “Breach” in Section 13400(1) of the HITECH Act (i.e. 42 USCA 17921) and 45 CFR 164.402.

1.3 “**Business Associate**” has the meaning set forth in the preamble.

1.4 “**Covered Entity**” has the meaning set forth in the preamble.

1.5 “**Data Aggregation**” means the combining of PHI created or received under this Agreement with the PHI Business Associate receives or creates in its arrangement with another covered entity under the Privacy Rule to permit data analysis that relate to the Health Care Operations of the covered entities.

1.6 “**Designated Record Set**” means a group of records maintained by or for the Covered Entity that is: (i) the medical records and billing records about Individuals; (ii) the enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan; or (iii) used, in whole or in part, by or for the Covered Entity to make decisions about Individuals. As used herein the term “record” means any item, collection,

or grouping of information that includes PHI and is maintained, collected, used or disseminated by or for the Covered Entity.

1.7 “**Document Demand**” has the meaning set forth in Section 3.13.

1.8 “**Effective Date**” has the meaning set forth in the preamble.

1.9 “**Electronic PHI**” means information that comes within paragraphs 1(i) or 1(ii) of the definition of “PHI,” as defined in 45 C.F.R. § 160.103, limited to the information created, received, maintained or transmitted by Business Associate on behalf of Covered Entity.

1.10 “**HIPAA**” has the meaning set forth in the Recitals.

1.11 “**HITECH Act**” means Title XIII and Title IV of Division B of the American Recovery and Reinvestment Act of 2009, Public Law No. 111-5 and all regulations promulgated thereunder.

1.12 “**Individual**” means the person who is the subject of the PHI and includes a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).

1.13 “**PHI**” means Protected Health Information that is provided by Covered Entity to Business Associate or created or received by Business Associate on behalf of Covered Entity.

1.14 “**Privacy Rule**” means the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. part 160 and part 164, subparts A and E.

1.15 “**Protected Health Information**” (or “PHI”) means any information, whether transmitted or maintained in electronic, written, oral, or any other form or medium, that relates to the past, present, or future physical or mental health or condition of an Individual; the provision of health care to an Individual; or the past, present or future payment for the provision of health care to an Individual; and (i) identifies the Individual, or (ii) with respect to which there is a reasonable basis to believe the information can be used to identify the Individual.

1.16 “**Required by Law**” has the same meaning as the term ““required by law” in 45 C.F.R. § 164.103.

1.17 “**Secretary**” means the Secretary of the U.S. Department of Health and Human Services or his or her designee.

1.18 “**Security Incident**” has the same meaning as the term “security incident” in 45 C.F.R. § 164.304.

1.19 “**Security Rule**” means the Security Standards and Implementation Specifications at 45 C.F.R. part 160 and part 164, subpart C.

1.20 “**Services Agreement**” has the meaning set forth in the Recitals.

1.21 “Unsecured PHI” or “Unsecured PHI” means PHI that is not secured through the use of a technology or methodology that the Secretary specifies in guidance renders PHI unusable, unreadable, or indecipherable to unauthorized Individuals, such as the guidance set forth in 74 Fed. Reg. 19006 (April 27, 2009) and updated in 74 Fed. Reg. 42740 (August 24, 2009).

1.22 Remaining Terms. Capitalized terms used, but not otherwise defined, in this Agreement have the meaning ascribed to them in HIPAA, the Privacy Rule, the Security Rule or the HITECH Act.

II. PERMITTED USES AND DISCLOSURES OF PHI

2.1 Services Agreement Uses and Disclosures. Business Associate may use or disclose PHI for purposes of performing its obligations and functions under the Services Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Covered Entity.

2.2 Other Permitted Uses. If necessary, Business Associate may use PHI: (i) for the proper management and administration of the Business Associate; (ii) to carry out the legal responsibilities of the Business Associate; and (iii) for the provision of Data Aggregation services relating to the Health Care Operations of Covered Entity.

2.3 Other Permitted Disclosures. If necessary, Business Associate may disclose PHI for the purposes described in Section 2.2 above if: (i) the disclosure is Required by Law; or (ii) Business Associate obtains reasonable written assurance from the person or entity to whom it discloses the PHI that the PHI will remain confidential and will be used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person or entity, and the person or entity notifies Business Associate of any instances of which it is aware in which the confidentiality of the PHI has been breached.

III. OBLIGATIONS OF BUSINESS ASSOCIATE

3.1 Compliance with Privacy Rule. Business Associate shall comply with all applicable provisions of the Privacy Rule in carrying out its obligations under the Services Agreement and this Agreement. Further, to the extent Business Associate is to carry out any of Covered Entity’s obligations under subpart E of 45 CFR 164, Business Associate agrees to comply with the requirements of such subpart that apply to Covered Entity in the performance of such obligations.

3.2 Prohibition on Unauthorized Use or Disclosure. Business Associate shall not use or disclose PHI except as permitted by this Agreement or as Required by Law.

3.3 Minimum Necessary.

3.3.1 Business Associate shall limit its use and disclosure of PHI under this Agreement to the “minimum necessary,” as set forth in guidance that the Secretary will issue regarding what constitutes “minimum necessary” under the Privacy Rule. Until the issuance of such guidance, Business Associate shall limit its use and disclosure of PHI, to the extent practicable, to the Limited Data Set (as that term is defined in 45 C.F.R.

§ 164.514(e)(2)), or, if needed, to the minimum necessary to accomplish the Business Associate's intended purpose. Business Associate may in good faith determine what constitutes the minimum necessary to accomplish the intended purpose of any disclosure of PHI.

3.3.2 Paragraph (a) above does not apply to: (1) disclosures to or requests by a health care provider for treatment; (2) uses or disclosures made to the Individual; (3) disclosures made pursuant to an authorization as set forth in 45 C.F.R. § 164.508; (4) disclosures made to the Secretary under 45 C.F.R. part 160, subpart C; (5) uses or disclosures that are Required by Law as described in 45 C.F.R. § 164.512(a); and (6) uses or disclosures that are required for compliance with applicable requirements of the Privacy Rule.

3.4 Safeguarding PHI; Security Regulations. Business Associate shall use appropriate administrative, physical, and technical safeguards and comply with the Security Rule with respect to Electronic PHI to prevent the use or disclosure of PHI other than as provided for by this Agreement.

3.5 Mitigation. Business Associate shall mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a Security Incident or a use or disclosure of PHI by Business Associate in violation of this Agreement.

3.6 Reporting. In the event that Business Associate becomes aware of a use or disclosure of PHI by Business Associate that is not permitted under this Agreement, Business Associate shall report such use or disclosure to the Covered Entity promptly in writing and in any event, within 5 days of becoming aware of the use or disclosure. Business Associate agrees to report to Covered Entity in writing any Security Incident of which it becomes aware, except that, for purposes of this reporting requirement the term "Security Incident" does not include inconsequential incidents that occur on a frequent basis such as scans or "pings" that are not allowed past Business Associate's firewall. Notwithstanding this Section 3.7, the Business Associate's reporting obligations regarding any ARRA Breach are set forth in Article IV.

3.7 Subcontractors. Business Associate shall ensure that all subcontractors or agents of Business Associate that create, receive, maintain or transmit PHI on behalf of the Business Associate agree in writing to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information. Business Associate shall ensure that all agents, including subcontractors, to whom it provides Electronic PHI, agree in writing to implement reasonable and appropriate safeguards to protect such Electronic PHI.

3.8 Access.

3.8.1 Within twenty (20) days of a request from Covered Entity, Business Associate shall furnish the PHI contained in a Designated Record Set that will enable the Covered Entity to respond to an Individual's request for inspection or copies of PHI about the Individual pursuant to 45 CFR § 164.524.

3.8.2 In the event an Individual requests access to PHI directly from Business Associate, Business Associate shall forward such request to the Covered Entity

immediately and take no direct immediate action on any such request. If the Covered Entity determines that an Individual is to be granted access to PHI, then Business Associate shall cooperate with the Covered Entity to provide to any Individual, at the Covered Entity's direction, any PHI requested by such Individual.

3.9 Amendment.

3.9.1 If the Covered Entity requests that Business Associate amend any Individual's PHI or a record regarding an Individual contained in a Designated Record Set, then Business Associate shall provide the relevant PHI to the Covered Entity for amendment and incorporate any such amendments in the PHI as required by 45 C.F.R. §164.526.

3.9.2 In the event an Individual requests directly to Business Associate that PHI be amended, Business Associate shall forward such request to the Covered Entity within ten (10) days of Business Associate's receipt of such request and shall take no direct immediate action on the request.

3.10 Records Availability. Business Associate shall make its internal practices, books and records relating to the use and disclosure of PHI available to the Secretary for purposes of determining compliance with the Privacy Rule and the Security Rule.

3.11 Accounting of Disclosures.

3.11.1 If the Covered Entity requests that Business Associate furnish an accounting of disclosures of PHI made by Business Associate regarding an Individual during the six (6) years prior to the date on which the accounting was requested, then Business Associate shall, within fifteen (15) days of such request, make available to the Covered Entity such information as is in Business Associate's possession and is required for the Covered Entity to make the accounting required by 45 C.F.R. §164.528 and future regulations to be promulgated regarding accounting of disclosures.

3.11.2 In the event an Individual requests an accounting of disclosures directly from Business Associate, Business Associate shall within ten (10) days forward such request to the Covered Entity and shall take no direct action on the request.

3.12 Demands for Production of PHI.

3.12.1 Receipt by Business Associate. If Business Associate receives a subpoena, civil or administrative demand, or any other demand for production of PHI (a "Document Demand"), Business Associate shall provide a copy of such Document Demand to Covered Entity within five (5) days of receipt. To the extent the PHI that is the subject of the Document Demand is in the possession of Business Associate, and a response is warranted according to the standards contained in 45 C.F.R. § 164.512(e), Business Associate shall timely respond to the Document Demand.

3.12.2 Receipt by Covered Entity. If Covered Entity receives a Document Demand, Business Associate shall provide to Covered Entity any PHI responsive to such

Document Demand and assist and cooperate with Covered Entity in responding to such Document Demand in a timely manner and in accordance with the standards under 45 C.F.R. § 164.512(e).

3.13 Request for Restrictions on Disclosure of PHI. As required by Section 13405 of the HITECH Act and 45 CFR 164.522 (except as otherwise required by law), Business Associate shall comply with any request of an Individual for the Business Associate to restrict the disclosure of PHI of the Individual when the disclosure is to a health plan for purposes of carrying out payment or health care operations (and is not for purposes of carrying out treatment), and the PHI pertains solely to a health care item or service for which the health care provider involved has been paid out of pocket in full.

3.14 Remuneration for PHI.

3.14.1 Except as explicitly permitted in the Services Agreement and also set forth in paragraph (b) below, Business Associate shall not directly or indirectly receive remuneration in exchange for any PHI of an Individual unless the Individual provided to the Covered Entity a valid authorization in accordance with 45 C.F.R. § 164.508 that specifically authorizes the Business Associate to exchange the PHI for remuneration.

3.14.2 Paragraph (a) above does not apply if the purpose of the exchange is: (1) for public health purposes pursuant to 45 CFR § 164.512(b) or § 164.514(e); (2) for research purposes pursuant to 45 CFR § 164.512(i) or § 164.514(e), where the only remuneration received by the Covered Entity or Business Associate is a reasonable cost-based fee to cover the cost to prepare and transmit the PHI for such purposes; (3) for treatment and payment purposes pursuant to 45 CFR § 164.506(a); (4) for the sale, transfer, merger, or consolidation of all or part of the Covered Entity and for related due diligence as described in the HIPAA definition of health care operations and pursuant to 45 CFR § 164.506(a); (5) To or by a Business Associate for activities that the Business Associate undertakes on behalf of a Covered Entity (or on behalf of a Business Associate in the case of a subcontractor), pursuant to 45 CFR §§ 164.502(e) and 164.504(e), and the only remuneration provided is by the Covered Entity to the Business Associate (or by the Business Associate to the subcontractor, if applicable), for the performance of such activities; (6) to an Individual, when the Individual requests access to his or her PHI pursuant to 45 CFR § 164.524 or when the Individual requests an accounting of disclosures pursuant to 45 CFR § 164.528; (7) for disclosures Required By Law; and (8) for any other purpose permitted by HIPAA where the only remuneration received by the Covered Entity or Business Associate is a reasonable, cost-based fee to cover the cost to prepare and transmit the PHI for such purpose or a fee expressly permitted by law.

3.15 Marketing Restrictions. Business associate shall ensure that any Marketing communications it makes on behalf of Covered Entity are in compliance with the rules governing marketing set forth in 45 C.F.R. 164.508(a)(3), including but not limited to the requirements that Business Associate must obtain an authorization from an Individual prior to making any marketing communication to such Individual.

3.16 Fundraising Limitations. Business Associate shall ensure that any fundraising communications Business Associate makes on behalf of the Covered Entity are in compliance with the rules governing fundraising communications set forth in 45 C.F.R. 164.514(f), including but not limited to the requirement that Business Associate must provide, with each fundraising communication made to an Individual, a clear and conspicuous opportunity for the recipient of the communication to elect not to receive any further fundraising communications. Business Associate shall ensure that all Individuals electing not to receive any further fundraising communications do not receive any further fundraising communications.

IV. ARRA BREACH NOTIFICATION.

4.1 Risk Assessment by Business Associate. If Business Associate becomes aware of a potential ARRA Breach, Business Associate shall complete a risk assessment of the potential ARRA Breach to determine whether the potential ARRA Breach is an ARRA Breach. Such risk assessment shall include at least all the factors identified in 45 CFR 164.402(2), as amended by the final rule published in the Federal Register on January 25, 2013 at 78 Fed. Reg. 5566.

4.2 Notification to Covered Entity. If, after completing such risk assessment, Business Associate concludes that there was an ARRA Breach, Business Associate shall notify the Covered Entity of the ARRA Breach as soon as reasonably possible, and in all cases within five (5) business days of the first day on which any employee, officer or agent of Business Associate either knows or by exercising reasonable diligence would have known that an ARRA Breach occurred. The notification to Covered Entity shall include, if known, the identification of each Individual whose Unsecured PHI has been, or is reasonably believed by Business Associate to have been, accessed, acquired, used or disclosed during such ARRA Breach. The notification shall also include: (a) a brief description of what happened, including the date of the ARRA Breach and the date of the discovery of the ARRA Breach, if known; (b) a description of the types of Unsecured PHI that were involved in the ARRA Breach (such as whether the full name, social security number, date of birth, home address, account number, diagnosis disability code or other types of information were involved); (c) recommended steps that Individuals should take to protect themselves from potential harm resulting from the ARRA Breach; and (d) a brief description of what the Business Associate is doing to investigate the ARRA Breach, to mitigate harm to Individuals, and to protect against any further ARRA Breaches. Business Associate shall maintain evidence to demonstrate that any required risk assessment was completed and notification to the Covered Entity under this paragraph was made unless the Business Associate determines that a delayed notice (as described in Section 4.3) applies.

4.3 Delayed Notification to Covered Entity. Notwithstanding Section 4.2 above, if a law enforcement official states in writing to Business Associate that the notification to Covered Entity required under Section 4.2 would impede a criminal investigation or cause damage to national security, then Business Associate may delay the notification for any period of time set forth in the written statement of the law enforcement official. If the law enforcement official provides an oral statement, then Business Associate shall document the statement in writing, including the name of the law enforcement official making the statement, and may delay the notification required under Section 4.2 for no longer than thirty (30) days from the date of the oral statement, unless the law enforcement official provides a written statement during that time that specifies a different time period. Business Associate shall be obligated to maintain evidence to

demonstrate the reason for the delayed notification and that the required notification under this paragraph was made

4.4 Notification to Individuals, the Secretary and/or the Media. In the event of an ARRA Breach caused by Business Associate, its agents and/or subcontractors, Business Associate shall provide assistance to Covered Entity in making all ARRA Breach notifications. To the extent Covered Entity incurs expenses and costs to comply with its notification obligations with respect to an ARRA Breach by Business Associate, its agents and/or subcontractors, in addition to any other remedies that may be available to Covered Entity under this Agreement or any applicable law, Business Associate shall reimburse Covered Entity for all costs and expenses (including attorneys' fees) incurred by Covered Entity related to providing the notifications required under 45 C.F.R. §§ 164.404, 406 and 408. Notwithstanding the foregoing, if the parties agree that Business Associate will, on behalf of Covered Entity, and within the applicable time frames required by law under 45 C.F.R. §§ 164.404, 406 and 408, prepare and send out any and all required ARRA Breach notifications to Individuals, the Secretary and/or to the media, Business Associate shall prepare and send such ARRA Breach notifications at Business Associate's sole expense and in compliance with the requirements of 45 C.F.R. 164.404, 406 and 408, as applicable. However, any ARRA Breach notifications Business Associate would prepare and send on behalf of Covered Entity shall be subject to Covered Entity's review and pre-approval before the notifications are sent. Additionally, in the event of an ARRA Breach, Business Associate agrees to pay for the credit monitoring fees for affected Individuals for a period of at least two (2) years of credit monitoring.

V. TERM AND TERMINATION

5.1 Term. This Agreement is effective upon the effective date of the Services Agreement, and except for the rights and obligations set forth in this Agreement specifically surviving termination, shall terminate the later of the date the Services Agreement terminates or when all PHI is returned to Covered Entity or, with prior permission of Covered Entity, destroyed.

5.2 Termination for Cause. Notwithstanding any provision in this Agreement, Covered Entity may terminate this Agreement and the Services Agreement if Covered Entity determines, in its sole discretion, Business Associate has breached any provision of this Agreement or otherwise violated HIPAA, the Privacy Rule, the Security Rule or the HITECH Act. Covered Entity shall provide written notice to Business Associate with an opportunity for Business Associate to cure the breach or end the violation within ten (10) business days of such written notice, unless cure is not possible. If Business Associate fails to cure the breach or end the violation within the specified time period, or if cure is not possible, this Agreement and the Service Agreement shall automatically and immediately terminate, unless termination is infeasible.

5.3 Termination after Repeated Violations. Notwithstanding any provision in the Agreement, Covered Entity may terminate the Services Agreement and this Agreement if Covered Entity determines, in its sole discretion, that Business Associate has repeatedly breached any provision of this Agreement or otherwise violated HIPAA, the Privacy Rule, the Security Rule or the HITECH Act, irrespective of whether, or how promptly, Business Associate may remedy such violation after being notified of the same.

5.4 Obligations Upon Termination. Business Associate's obligations to protect the privacy and security of PHI shall be continuous and shall survive termination, cancellation, expiration or other conclusion of this Agreement or the Services Agreement. Upon termination of this Agreement, Business Associate will forward to Covered Entity, or to Covered Entity's designee, the records necessary for continued administration of Covered Entity as directed by Covered Entity. After the forwarding of said records, whatever PHI remains with Business Associate will be subject to the following:

5.4.1 Except as provided in paragraph (b) of this Section 5.4, upon termination, cancellation, expiration or other conclusion of this Agreement, for any reason, Business Associate shall return or, if Covered Entity gives written permission, destroy, PHI in whatever form or medium and retain no copies of such PHI. Business Associate will complete such return or destruction as soon as possible, but in no event later than sixty (60) days from the date of the termination of this Agreement. Within ten (10) days of the return or destruction of all PHI by Business Associate, Business Associate shall provide written certification to Covered Entity that the return or destruction of PHI has been completed.

5.4.2 In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the parties that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI.

VI. INDEMNIFICATION; INSURANCE

6.1 Indemnification by Business Associate. Business Associate will indemnify and hold harmless Covered Entity, and any affiliate, officer, director, employee or agent of Covered Entity from and against any claim, cause of action, liability, damage, cost or expense, including attorneys' fees and court or proceeding costs, arising out of or in connection with any use or disclosure of PHI that violates or is not permitted by this Agreement, HIPAA, the Privacy Rule, the Security Rule or the HITECH Act, or other breach of this Agreement by Business Associate or any subcontractor or agent of Business Associate.

6.2 Right to Tender or Undertake Defense. If Covered Entity is named as a party in any judicial, administrative or other proceeding arising out of or in connection with any non-permitted or violating use or disclosure of PHI or other breach of this Agreement by Business Associate or any subcontractor or agent of Business Associate, Covered Entity shall have the option at any time either to: (i) tender its defense to Business Associate, in which case Business Associate will provide qualified attorneys, consultants, and other appropriate professionals to represent Covered Entity's interests at Business Associate's expense; or (ii) undertake its own defense, choosing the attorneys, consultants, and other appropriate professionals to represent its interests, in which case Business Associate will be responsible for and pay the reasonable fees and expenses of such attorneys, consultants, and other professionals.

6.3 Right to Control Resolution. Covered Entity has the sole right and discretion to settle, compromise or otherwise resolve any and all claims, causes of actions, liabilities or damages against it, notwithstanding that Covered Entity may have tendered its defense to Business Associate. Any such resolution will not relieve Business Associate of its obligation to indemnify Covered Entity under this Agreement.

6.4 Insurance. Upon request, Business Associate shall obtain and maintain insurance coverage against improper uses and disclosures of PHI by Business Associate, naming Covered Entity as an additional named insured. Upon request, Business Associate shall provide a certificate evidencing such insurance coverage.

6.5 Conflicts. With respect to any breaches or violations of this Agreement, the provisions in this Section 6 supersede any inconsistent terms contained in the Services Agreement.

VII. GENERAL PROVISIONS

7.1 Effect. The terms and provisions of this Agreement supersede any other conflicting or inconsistent terms and provisions in any agreements between the parties, including all exhibits or other attachments thereto and all documents incorporated therein by reference.

7.2 Amendment. Business Associate and the Covered Entity agree to amend this Agreement to the extent necessary to allow either party to comply with HIPAA, the Privacy Rule, the Security Rule, or the HITECH Act. All such amendments shall be made in a writing signed by both parties.

7.3 No Third Party Beneficiaries. This Agreement is intended for the benefit of Business Associate and Covered Entity only. Nothing express or implied is intended to confer or create, nor be interpreted to confer or create, any rights, remedies, obligations or liabilities to or for any third party beneficiary, including without limitation Individuals who are the subject of PHI.

7.4 Severability. In the event that any provision of this Agreement violates any applicable statute, ordinance, or rule of law in any jurisdiction that governs this Agreement, such provision shall be ineffective to the extent of such violation without invalidating any other provision of this Agreement.

7.5 No Waiver. No provision of this Agreement may be waived except by an agreement in writing signed by the waiving party. A waiver of any term or provision shall not be construed as a waiver of any other term or provision.

7.6 Assignment. This Agreement may not be assigned by either party without the prior written consent of the other party; provided, however, that the parties shall cooperate to assign this Agreement as appropriate if the Services Agreement is assigned.

7.7 Relationship of the Parties. Business Associate and Covered Entity are independent contractors and all acts performed by Business Associate are performed solely in its capacity as an independent contractor.

7.8 Counterparts; Facsimile Signature. This Agreement may be executed by facsimile and/or in counterparts, each of which shall be an original and all of which together shall constitute one and the same binding instrument.

7.9 Notification

7.9.1 Business Associate. To the extent notice is required to be provided by Covered Entity to Business Associate under any provision in this Agreement, notice shall be provided to:

Russell Wood
russell.wood@cicsmhds.org
126 S. Kellogg Ave., Ste. 001
Ames, IA 50010
Phone 515-663-2928

7.9.2 Covered Entity. To the extent notice is required to be provided by Business Associate to Covered Entity under any provision in this Agreement, notice shall be provided to:

Jolene Pieters
jpieters@hardincountyia.gov
1215 Edgington Avenue, Suite 1
Eldora, IA 50627
Phone: 641-939-8108
Fax: 641-939-8223

7.10 Interpretation. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits Covered Entity to comply with HIPAA, the Privacy Rule, the Security Rule, and the HITECH Act.

INTENDING TO BE LEGALLY BOUND, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

BUSINESS ASSOCIATE

Franklin County, Iowa

By: _____

Print Name: _____

Title: _____

Date: _____

COVERED ENTITY

Hardin County, Iowa

By: _____

Print Name: _____

Title: _____

Date: _____

HARDIN COUNTY UTILITY PERMIT APPLICATION



Permit No: UT-22-007

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: Heart of Iowa Communications Coop

STREET ADDRESS: 502 Main Street

CITY: Union STATE: Iowa ZIP: 50258

PHONE: 641-486-2211 FAX: 641-486-2205 CONTACT PERSON: Nathan Butler

TYPE OF WORK: Installing phone service boring, plowing fiber underground. Setting Pedestal North side of County Highway D-35 address to new location is 25631 D-35 Adams Celebration of Life.

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.

January 2012

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: 4/26/22 COMPANY: Heart of Iowa

SIGNATURE: Completed online

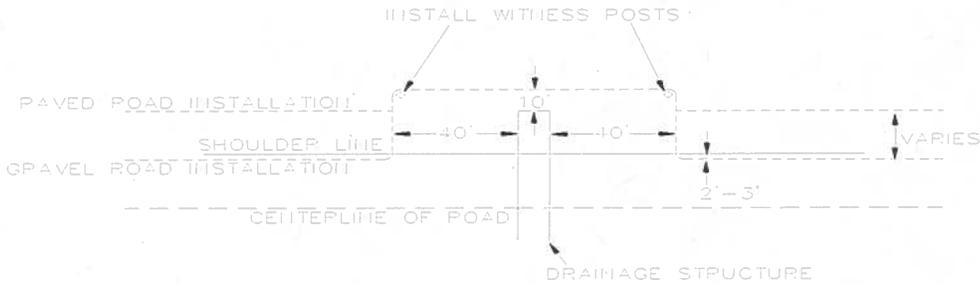
RECOMMENDED FOR APPROVAL:

DATE: 4-28-22
COUNTY ENGINEER

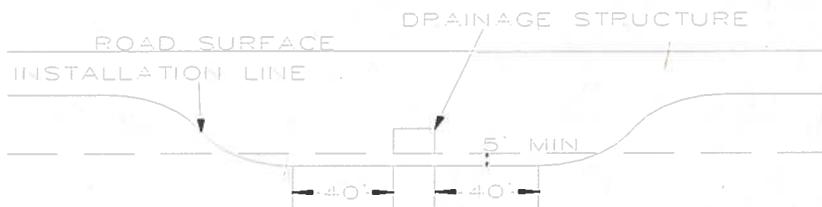
APPROVAL:

DATE: _____
CHAIRMAN, BOARD OF SUPERVISORS

NON-BORED INSTALLATION DETAIL



BORED INSTALLATION DETAIL



January 2012



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 07/05/2022
Date

Name: Janetta Buck

Department: 21- Veterans Affairs

Address: _____

Position: VA Administrator/Director

Fund: 0001-21-3200-000-10072 40% & 0001-21-3200-000-10001 60%

Salary/Hourly Rate: 21.50

Weekly Scheduled Hours: 30

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: Eligible for a raise 50 cents per hour after 6 month probation period

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: Don Dangel
Elected Official or Department Head

06/13/2022
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 7-01-2022
Date

Name: Brett Lawrence

Department: Conservation

Address: 23243 OO Ave.

Position: Park Tech

Eldora Iowa 50627
City State Zip Code

Salary/Hourly Rate: \$15/Hr

Fund: 0001-22-6110-000-10108

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

Reason of Change:

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

Other: _____

Dates of Employment: _____ to _____ Last Day of Work _____
From To (if applicable)

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

Authorized by: Wesley Wiese
Elected Official or Department Head

6-17-2022
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 7-01-2022
Date

Name: Laura Carr

Department: Conservation

Address: 329 Jason Ave.

Position: Office Assistant

Iowa Falls Iowa 50126
City State Zip Code

Salary/Hourly Rate: \$14.50/Hr

Fund: 0001-22-6100-000-10100

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

Reason of Change:

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

Dates

Other: _____

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: Wesley Wise
Elected Official or Department Head

6-17-2022
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 6/20/2022
Date

Name: Paula Schutt

Department: Sheriff

Address: _____

Position: Administrative Assistant

Iowa Falls Iowa 50126
City State Zip Code

Salary/Hourly Rate: \$17.50

Fund: 0001-05-1060-000-10004

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: Going from full time jailer to Administrative Assistant - Pay will increase from \$17.50 to \$18.88 on July 1, 2022

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: 
Elected Official or Department Head

14 Jun 22
Date

Authorized by: _____
Board of Supervisors

Date