



HARDIN COUNTY
Board of Supervisors

February 17, 2023

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

1. Pledge Of Allegiance
2. Approval Of Agenda
3. Approval Of Minutes – 02/13/23

Documents:

[02-13-23 MINUTES.PDF](#)

4. Approval Of Claims For Payment – 02/20/23

Documents:

[VENDOR PUBLICATION REPORT 2-20-23.PDF](#)

5. Consideration To Approve Utility Permit UT-23-003-Grundy County REC

Documents:

[UTILITY PERMIT-UT-23-003 GRUNDY COUNTY REC.PDF](#)

6. Consideration To Approve Utility Permit UT-23-004-Interstate Power And Light

Documents:

[UT-23-004 INTERSTATE POWER LIGHT.PDF](#)

7. Consideration To Approve Hardin County As Fiscal Agent For The Hardin County Endowment Grant Application For Community Economic Development

Documents:

[FISCAL SPONSORSHIP AGREEMENT.PDF](#)

8. Consideration To Approve IDED/County Volunteer Grant Contract

Documents:

2023 CITY VOLUNTEERING CONTRACT HARDIN - UNSIGNED.PDF

9. Conservation Board Resolution 2023.2.13

Documents:

CONSERVATION RESOLUTION NO. 2023.2.13.PDF

10. Acknowledge Receipt Of Conservation Annual Report For 2022

Documents:

HCCB_ANNUALREPORT.PDF

11. Change Of Status

Documents:

CHANGE OF STATUS-AUDITOR.PDF
CHANGE OF STATUS-SECONDARY ROADS.PDF
CHANGE OF STATUS-SHERIFF DEPARTMENT.PDF

12. Other Business

13. Public Comments

14. Adjournment/Recess

15. 9:30 A.M. Drainage, EOC Training Room

Online: [HTTPS://US02WEB.ZOOM.US/J/82075672007](https://us02web.zoom.us/j/82075672007)

By Phone: 1-312-626-6799

Meeting ID: 820 7567 2007

16. 5:02 P.M. Public Hearing-Assessor's FY2023/2024 Budget, EOC Training Room

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – FEBRUARY 13, 2023
MONDAY – 9:00 A.M.
EOC TRAINING ROOM

The Hardin County Board of Supervisors held their regular meeting at 9:00 a.m. on February 13, 2023, at the EOC Training Room in Eldora, Iowa. Board members in attendance were: BJ Hoffman, Lance Granzow, and Renee McClellan. Also in attendance: Matt Jones, Michael Pearce, Taylor Roll, Dave McDaniel, Deb Crosser, Darrell Meyer, Thomas Craighton, Jolene Pieters, Tim Stearns, Dean Bright, and Rebekah Cullinan. Attending via Zoom: Cheryl Lawrence, Connie Mesch, Tifani Eisentrager, JD Holmes, Lori Kadner, Rocky Reents, Becca Junker, Curt Groen, Donna Juber, Elaine Loring, Julie Duhn, Pauline Lloyd, and Mark Buschkamp.

McClellan moved and Hoffman seconded to approve the agenda. Motion passed.

Hoffman moved and McClellan seconded to approve the minutes of February 6, 2023. Motion passed.

McClellan moved and Hoffman seconded the motion to approve the claims for payment for February 13, 2023. Motion passed.

Hoffman moved and McClellan seconded the motion to approve the Windstream Utility Permit UT-23-002. Motion passed.

Granzow stated that no amendment has been made to use the ARPA Funds to pay off the HVAC payment. No action taken.

Hoffman moved and McClellan seconded the motion to approve a \$20,000 line of credit for the IT Department's credit card. Motion passed.

Hoffman moved and McClellan seconded the motion to approve Mark Balvanz as a farmer on the Hardin County Condemnation Board. Motion passed.

Hoffman moved and McClellan seconded the motion to approve the sale of a prisoner transport van by the Sheriff Department. Motion passed.

At 9:07 a.m. the Public Hearing for the FY2022/2023 Budget Amendment was opened. There were no public comments. Hoffman moved and McClellan seconded to close the public hearing for the appropriations for the budget amendment. Motion passed. Public Hearing was closed at 9:09 a.m.

Hoffman moved and McClellan seconded the motion to approve Resolution 2023-08 Appropriations Resolution Amendment. Roll Call Vote: "Ayes" None. "Nays" Granzow, McClellan, Hoffman. Absent: None. Motion did not pass.

Hoffman moved and McClellan seconded the motion to approve Resolution 2023-08 Appropriations Resolution Amendment with the amendment to strike \$40,326 from the Auditor's amended appropriation amount. Roll Call Vote: "Ayes" Granzow, McClellan, Hoffman. "Nays" None. Absent: None. Motion passed. Resolution 2023-08 is hereby adopted as follows:

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

RESOLUTION NO. 2023– 08

APPROPRIATIONS RESOLUTION AMENDMENT

On February 13, 2023 a budget hearing for an amendment was held. The budget amendment was approved, and the following appropriation amendments shall be made as deemed necessary:

<u>Office or Department</u>	<u>Amended Appropriation Amount</u>
<u>Expenses</u>	
Veteran’s Affairs	+\$ 18,500
General Services Courthouse	+\$ 114,627
General Services-County Office Building	+\$ 4,000
Economic Development	+\$ 25,000
Emergency Management	+\$ 28,000
<u>Income</u>	
Intergovernmental-ARPA Funds	+\$1,103,140
Intergovernmental-Opioid Settlement	+\$ 73,044
Miscellaneous-Sale of Property	+\$1,107,140

Motion as seconded by Board Member McClellan 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, Lance Granzow of the Board of Supervisors declared said Resolution duly passed and adopted this 13th day of February, 2023.

s/s Lance Granzow
Lance Granzow, Chair or Vice-Chair
Board of Supervisors

ATTEST:

/s/ Jolene Pieters
Jolene Pieters
Hardin County Auditor

At 9:16 a.m. the Public Hearing on Sale of Land was opened. One sealed bid was received, no auction was needed. There were no public comments. Hoffman moved, McClellan seconded to close the Public Hearing. Motion carried. The Public Hearing was closed at 9:09 a.m. Hoffman called for the vote. Motion passed. Granzow opened the sealed bid received. Hoffman moved, McClellan seconded to accept the bid from Dean Bright for the sale of land offered for \$1,650 per acre. Roll Call Vote: "Ayes" Granzow, McClellan, Hoffman. "Nays" None. Absent: None. Motion passed.

Hoffman moved and McClellan seconded the motion to approve \$10,000 economic development funding as a loan, contingent on the Steamboat Rock City Council approval, to be paid from the Economic Development LOSST funds, with \$5,000 of it being forgiven upon the receipt of the first five \$1,000 payments from the City of Steamboat Rock. Motion passed.

McClellan moved and Hoffman seconded the motion to adjourn. Motion passed. The meeting was adjourned at 9:30 a.m.

At 10:13 a.m. the Board of Supervisors met in the Hardin County courthouse small conference room for a budget work session for the FY2023-2024 budget. Supervisors BJ Hoffman, Lance Granzow, and Renee McClellan attended. Also in attendance: Jolene Pieters. The meeting recessed at 10:40 a.m.

At 10:42 a.m., the Board of Supervisors met with Denise Ballard from IGHCP Insurance for a work session. Supervisors BJ Hoffman, Lance Granzow, and Renee McClellan attended. Also in attendance: Denise Ballard, Becca Junker, and Jolene Pieters. The meeting ended at 11:38 a.m.

At 11:38 a.m. the Board of Supervisors reconvened their 2023-2024 Budget work session. Supervisors BJ Hoffman, Lance Granzow, and Renee McClellan attended. Also in attendance were Lori Kadner, Machel Eichmeier, and Jolene Pieters. The meeting ended at 1:38 p.m.



Vendor Name	Vendor Number	Total Payments
Ackley Publishing Co. Inc	1387V	77.50
AgSource Cooperative Services	6022V	30.00
AgVantage FS	690V	61,635.81
Alliant Energy	4253V	12,098.57
Anna Childs K9 Training	101294	260.00
Beth Shanks	2649V	8.50
Black Hills Energy	4450V	1,163.75
Calhoun County Sheriff	61015V	74.30
Cam Spray	1207V	196.02
Campbell Supply Co	620V	63.28
CenturyLink 2956	4569V	33.95
Cintas Corporation-Cincinnati	1545V	271.30
City of Hubbard	61554V	86.31
City of Iowa Falls	509V	31.43
Creps & Abels Funeral Home Inc	6001V	1,300.00
David Corcoran	101231	40.00
Drivers License Guide Company	100845	31.95
Duane Maifeld	101293	250.00
Eldora Hardware	2647V	73.36
Franklin Rural Elec Co-Op	1128V	29.97
GATR Truck Center	100679	905.95
Greenbelt Home Care	61807V	4,419.78
Hardin Co Tire & Service Inc	4240V	62.00
Hawkeye West Pest Control	2637V	64.00
Iowa Prison Industries	809V	34.60
ISCTA	5942V	245.00
Lori S Kadner	583E	26.22
Marcia M. Clark	100706	369.50
Marla Kay Williams	2268V	326.25
Martin Marietta Aggregate	4141V	1,343.87
Matt Kane Construction	2396V	14,879.40
McKesson Medical Surgical	2735V	398.09
Mid-America Publishing Corp	62056V	52.16
Midland Power Cooperative	5999V	2,238.88
Murphy Tractor & Equipment Co., Inc	2286V	8,468.22
Phoenix Supply	101227	377.93
Polk County Treasurer	62794V	284.77
Quaker Security LLC	100507	1,275.00
Snap-On-Tools / Link Enterprises LLC	62194V	10.65
Story County Auditor	1369V	60.00
Summit Food Service LLC	2332V	4,779.78
Theisens	6220V	359.93
Thomson Reuters West Publishing Corporation	610V	67.47
Times Citizen	538V	1,153.00
Times-Republican	100908	125.05
Verizon Connect Nwf, Inc-Dallas	100620	18.19
Verlyn Mensing	100703	360.00
Vickie Swart	100820	54.51
Wesley Wiese	522E	40.00
William J Hoffman	596E	164.29
Wilson Restaurant Supply Inc	63439V	376.95
Youth & Shelter Services Inc	1896V	933.00
Ziegler Incorporated	1463V	1,333.66
Grand Total:	123,364.10	

HARDIN COUNTY UTILITY PERMIT APPLICATION



Updated:
12/27/2022

Office Use Only

Utility Permit # _____

Underground

Aerial

Permanent Installation

Temporary Installation

Public Utility

Private Utility (**\$10,000 Application Fee**)

This is a Utility Permit Application for telecommunications, electric, gas, water and sewer utilities and other infrastructure. 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 _____

Address _____

City _____ State _____ Zip _____

Email _____

Contact Person _____ Phone _____

Location & Description of Work _____

Work must be commenced within 120 calendar days of date of issuance of the permit. If construction has not commenced within the 120 calendar days, the permit is no longer valid and must be resubmitted.

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 utilities lines and other infrastructure 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 utilities lines and other infrastructure to ensure compliance with this 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. The minimum height requirements for utilities lines and other infrastructure crossing above the roadway shall be twenty-two (22) feet at the highest point in the roadway. All other overhead wires shall comply with the applicable National Safety Code for vertical clearances.
- D. The applicant shall use reference markers in the right-of-way (ROW) boundary to locate utilities lines and other infrastructure and changes in alignment as required by the County Engineer. A permanent warning tape shall be placed one (1) foot above all underground utilities lines and other infrastructure.
- E. All tile line locations shall be marked with references located in the ROW line.
- F. No underground utilities lines and other infrastructure shall cross over a crossroad drainage structure without approval from the County Engineer.
- G. Residents along the project 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 its 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 other areas that are knifed shall be properly tamped.
 - L. All utilities lines and other infrastructure shall be located between the bottom of the backslope and the road shoulder, unless otherwise approved 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 utilities line and other infrastructure.

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 applicant 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 utilities lines and other infrastructure 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 utilities lines and other infrastructure, at the applicant's own expense, relocate or remove such utilities lines and other infrastructure as may become necessary to conform to new grades, alignment, or widening of ROW resulting from maintenance or construction operations for highway improvements.

11. APPLICATION FEE

An application fee in the amount of \$10,000 is due at the time of filing the application. This fee shall apply to infrastructure entering or crossing, whether upon, beneath, or suspended above, any county property or right-of-way. The fee shall not apply to public utilities as defined by Iowa Code 476.1(3) (2022); and shall not apply to infrastructure that is owned by adjacent landowners. The term "landowner" shall not include lienholders, tenants, easement holder, person or agents with power-of-attorney.

By signing below, the applicant agrees to having read the requirements of said permit.

Date: _____ Representing: _____

Applicant Signature

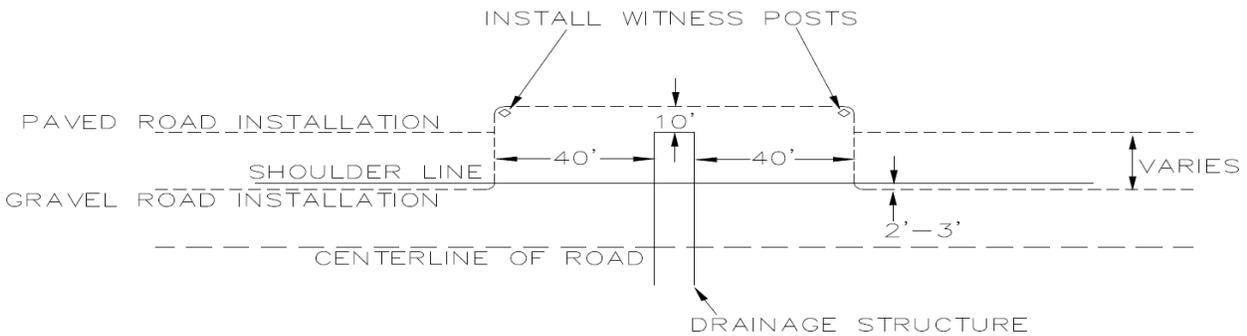
RECOMMENDED FOR APPROVAL:

Date: _____
_____ COUNTY ENGINEER

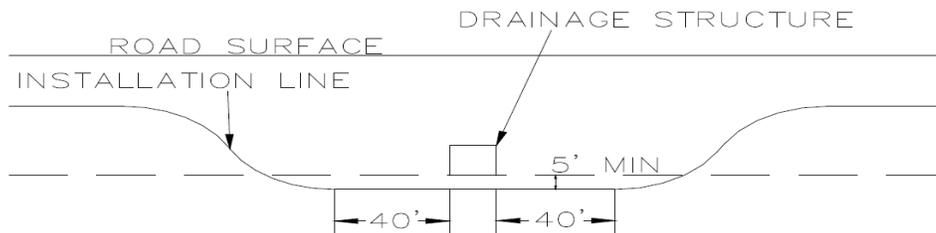
APPROVAL:

Date: _____
_____ CHAIR, BOARD OF SUPERVISORS

NON-BORED INSTALLATION DETAIL



BORED INSTALLATION DETAIL



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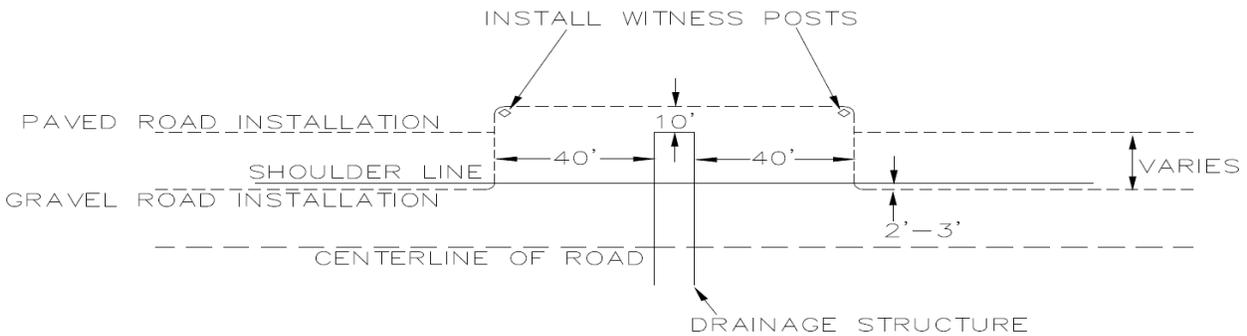
RECOMMENDED FOR APPROVAL:

Date: _____
_____ COUNTY ENGINEER

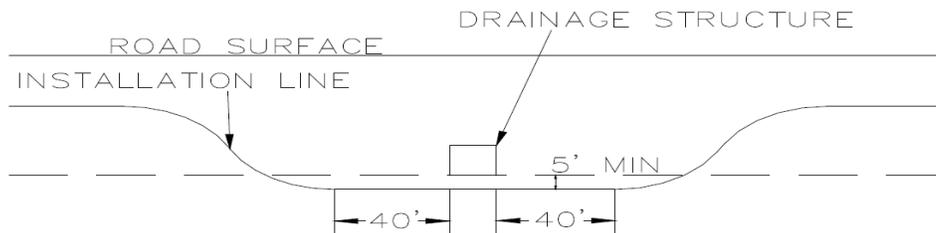
APPROVAL:

Date: _____
_____ CHAIR, BOARD OF SUPERVISORS

NON-BORED INSTALLATION DETAIL



BORED INSTALLATION DETAIL



Fiscal Sponsorship Agreement

Fiscal Sponsor (Legal Applicant): Hardin County

Fiscal Sponsor EIN: 42-6004624

Fiscal Sponsor Contact Person and Email:

Fiscal Sponsor Full Mailing Address:

Sponsored Organization Conducting Project: Iowa Falls Area Development Corporation

Project Name: Hardin County Talent and Visitor Attraction Campaign

Hardin County _____ (Legal Applicant/Fiscal Sponsor, hereafter referred to as **The Sponsor**) has agreed to serve as a fiscal/program sponsor for the **Iowa Falls Area Development** _____ (Organization conducting project, hereafter referred to as the **Sponsored Org.**) as outlined in the attached application and supporting materials. The Board of Directors of **The Sponsor** has passed a resolution adopting the **Sponsored Org.'s** project as a program or project consistent with the **Sponsor's** purpose and mission. The **Sponsored Org.'s** financial activities will be accounted for as a program of **The Sponsor** for IRS auditing and financial reporting purposes.

Since the **Sponsored Org.** is not recognized by the IRS as a charitable tax-exempt entity, **The Sponsor** must exercise full control over the **Sponsored Org.'s** financial administration, management and disbursement of funds resulting from this grant application. **The Sponsor** has delegated _____ (name of person/s) as responsible for fulfilling of these accounting and reporting functions subject to the ultimate authority of the Board of Directors of **The Sponsor**. **The Sponsor** is responsible for ensuring completion of timely reports and submission of necessary financial statements to the Community Foundation's Administrative Office (contact info below). Failure to insure timely reporting on behalf of the **Sponsored Org./Sponsor** will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

Legal Applicant/ Fiscal Sponsor Representative Signature:

Printed Name:

Date:

Sponsored Organization Representative Signature:

Printed Name:

Date:

**PROFESSIONAL SERVICES
CONTRACTUAL AGREEMENT BETWEEN**

CONTRACT # 22-VGFCONSULT-12

Iowa Commission on Volunteer Service (hereinafter "Volunteer Iowa"), 1963 Bell Ave, Ste 200, Des Moines, Iowa 50315,
Authority Contact Person: Michelle Raymer Phone: 515.348.6235 E-mail: michelle.raymer@iowaeda.com

AND

CONTRACTING PARTY (hereinafter "Contractor"): Hardin County

ADDRESS:

CITY, STATE, ZIP: ELDORA, IA 50627

CONTACT PERSON: Deb Crosser PHONE: 6419398272 EMAIL: dcrosser@hardincountyia.gov

In consideration of the promises and mutual covenants and agreements contained herein, the Parties agree as follows:

1. DESCRIPTION OF SERVICES. Volunteer Iowa shall compensate contractor for the following services:

The Contractor will ensure attendance and participation of a minimum of three representatives at all four city volunteer engagement initiative sessions provided by Volunteer Iowa. Contractor, using resources provided in the training, will develop and submit an action plan for increasing volunteer engagement within the city government. Five volunteer opportunities, at minimum, will be developed by the contractor and posted on Volunteer Iowa's statewide volunteer opportunity database "Get Connected", or that of a local community sub-site. A minimum of 25 volunteers will serve a total of 50 hours, at minimum, in service benefiting the city. A plan for the provision of recognition to city volunteers will be developed and implemented. Contractor will submit mid-project and project end reports with updated action plan, narratives on successes and challenges, and performance measures described above. Contractor will participate in evaluation activities to measure the extent to which participating has affected the city's volunteer engagement practices.

2. CONTRACT PERIOD. Contract begins: February 1, 2023 Contract ends: August 31, 2023

3. COMPENSATION. Contractor will be compensated in accordance with the terms as indicated below:

1. Attendance at four training sessions by a minimum of 3 representatives
2. Development and submission of an action plan for increasing city volunteer engagement
3. Development and posting of five volunteer opportunities, at minimum, on Volunteer Iowa's statewide volunteer opportunity database "Get Connected", or that of a local community sub-site
4. Engaging a minimum of 25 volunteers a minimum of 50 hours in service benefiting the city
5. Provide recognition to community volunteers for service provided

\$4,000.00

MAXIMUM CONTRACT TOTAL. TOTAL PAYMENT UNDER THIS CONTRACT IS NOT TO EXCEED AMOUNT SHOWN ON THIS LINE.

4. CLAIM/PAYMENT PROCEDURES. Claims for payment may be presented to Volunteer Iowa with mid-project reports and project end reports, but no later than 30 days after the contract end date using the standard Volunteer Iowa claim form or a detailed original invoice with original signature which contains the same information as the Volunteer Iowa claim form.

5. DEFAULT. The occurrence of any one or more of the following events shall constitute cause for Volunteer Iowa to declare Contractor in default of its obligations under this Contract: a) non-performance; b) a failure of Contractor to make substantial and timely progress toward performance of the Contract; c) a failure of Contractor's work product and services to conform with any specifications noted herein; d) a repeated exhibition of defects in the services delivered by Contractor, causing serious disruption of use or downtime over a six month period; e) a breach of any term of this Contract.

6. TERMINATION. This Contract may be terminated in the following circumstances: a) By either party, without cause, after ten (10) days written notice; b) As a result of Contractor's default under this Contract; c) As a result of the termination or reduction of funding to Volunteer Iowa.

Headquarters Office

15537 S Avenue
Ackley, Iowa 50601

Phone: 641-648-4361

Email: conservationhq@hardincountyia.gov



www.hardincountyconservation.com

Calkins Nature Area

18335 135th Street
Iowa Falls, Iowa 50126

Phone: 641-648-9878

Email: calkins@hardincountyia.gov

RESOLUTION NO. – 2023.2.13

RESOLUTION ADOPTING PARK CLOSURE/NO TRESPASS FOR RUBY WILDLIFE AREA.

WHEREAS the Hardin County Conservation Board has the authority to regulate its parks and property;
and

WHEREAS the Hardin County Conservation Boards finds it appropriate to regulate human access to
some or all of its parks during certain hunting seasons;

BE IT RESOLVED that the parks/premises known as RUBY WILDLIFE AREA shall be closed annually to
human access, including taking, attempting to take, and/or hunting of animals (Iowa Code, 481A.1),
during the following hunting season(s):

First and second regular gun seasons as defined in Iowa Administrative Code 571-106.

IT IS FURTHER RESOLVED that the Director of Hardin County Conservation shall have authority necessary
and proper to implement this policy and shall publish notice of this policy within 30 day of passage in
the official publications designated by the Hardin County Supervisors. This policy will take effect upon
publication.

Roll Call: Kirk Rice, Jo Baumann, Julie Jeske, Trent Lambert, and Bryan Meints

Ayes: Kirk Rice, Jo Baumann, Julie Jeske, Trent Lambert, and Bryan Meints

Nays: None.

Adopted this 13th day of February, 2023.

Signed: 

Chair, Hardin County Conservation Board

Attest: 

Vice Chair, Hardin County Conservation Board

HARDIN COUNTY CONSERVATION ANNUAL REPORT

JANUARY 1, 2022 TO DECEMBER 31, 2022

The following is the annual report for the Hardin County Conservation Board and Director for the calendar year January 1, 2022, to December 31, 2022. The Board held twelve-regular meetings, three closed board meetings, and two-special strategic planning meetings during the year. The five members of the Conservation Board are as follows:

HARDIN COUNTY CONSERVATION BOARD	
Name	Term Expires
Kirk Rice, Chair	December 2023
Trent Lambert, Vice-Chair	December 2026
Jessica Lara	December 2022
Bryan Meints	December 2024
Jo Baumann	December 2025

HARDIN COUNTY CONSERVATION STAFF	
Wes Wiese	Director
Craig Boomgarden	Maintenance/Operations Supervisor
Kit Paper	Natural Resource Manager
Brennen Reysack	Conservation Technician (End Date: 5/16/2022)
Hunter Kruse	Natural Resource Technician (Start Date: 9/6/2022)
Chris Barber	Interpretive Park Manager
Camryn Grubic	Interpretive Park Ranger (End Date: 2/24/2022)
Cooper Ingels	Interpretive Park Technician (Start Date: 8/22/2022)
Davis Horton	Interpretive Program Assistant
Laura Carr	Office Assistant / Part-Time
Tate Miller	Seasonal / Headquarters
Brett Lawrence	Seasonal / Headquarters
Becca Patten	AmeriCorps Intern / Calkins
Josh Hefflefinger	Seasonal / Calkins

January 2022 – Regular Meeting

- The Board nominated Kirk Rice as Chair and Trent Lambert as Vice-Chair for 2022.
- The Board discussed the conservation staff member’s salaries for the 2022/2023 budget. The board recommended a 6.5% wage increase for employees.
- The Board changed their meeting date to the third Monday in February and to every second Monday of the month beginning in March.

Other items discussed by the Board and Director:

- Donation of \$250 to the Iowa Wildlife Center
- New flooring at the Conservation Headquarters Office

February 2022 – Regular Meeting

- Blake Wedel and Isaac Risseeuw with Summit Carbon Pipeline presented and discussed the Summit Pipeline easement proposal. The Board was provided an updated easement agreement for Hoover Ruby. Information only.
- The board formed a sub-committee for The Lodge. The following board members were nominated for the committee were Kirk Rice and Bryan Meints for the sub-committee.
- The board reviewed and approved the Hardin County Conservation Annual Report for January 1, 2021, through December 31, 2021.

Other items discussed by the Board and Director:

- Advertisement with Hardin County Visitor's Guide
- Heating/cooling unit for Headquarters office bid from Reliable 1
- Update on the Pine Ridge Septic project and the status of grants for the project
- Set date for the Board's Strategic Planning Meeting and property tour.
- The Board was provided information on a potential property donation, located at 15051 KK Ave. Iowa Falls, IA, which was left to HCCB in Dwayne Lloyd's estate.

March 2022 – Regular Meeting

- Blake Wedel, representative of Summit Carbon Pipeline, presented the Board with an Addendum of Special Conditions and an updated Calculation Sheet for the Hoover Ruby easement proposal. Information only.
- The Board accepted the gift of the Lloyd property parcel with the condition that if Hardin County Conservation Board decided to sell the property in the future the family would have first right of refusal at fair market value.
- The Board accepted the Engineering Contract with Ground N Down LLC for the Pine Ridge Septic project at \$79,935.00 pending review of the County Auditor, Jolene Pieters.
- The Board agreed to update the heating/cooling unit for the Headquarters Office.

Other items discussed by the Board and Director:

- Proposed easement by Alliant Energy on the Ira Nichols property located at 1300 River Rd. Iowa Falls for a powerline. The Board requested more information on the easement.
- Endowment disbursement check. It was the board's consensus to roll the check back into the endowment account.
- Donation of a cabin stay to the Pine Lake Wildlife Club for their STAG event.

March 2022 – Closed Meeting

- Closed Session pursuant to Section 21.5(1)(c,j) of the Code of Iowa to discuss litigation with counsel and the purchase or sale of real estate regarding Hoover Ruby property.

March 2022 – Special Strategic Meeting

- The Board approved an Addendum to the Deed of Gift for a collection of Native American prehistoric artifacts and fossils donated by Jeffrey and Terri Ulch to Calkins Nature Center.
- The Board formed a sub-committee for salaries and establishment of pay scales for the Conservation Department. Trent Lambert and Jo Baumann were nominated to serve on said sub-committee along with the Director, Wes Wiese.
- The Board approved the Alliant Energy easement on Ira Nichols with the understanding that Alliant will paint stumps and cut ends with latex paint to prevent the spread of oak wilt and properly dispose of trimmings and trees, that there be a HCC employee on location to provide oversight, that the limb off the red oak is trimmed, and that the oaks and shag bark trees are left if possible.

The Board and Director discussed plans for HCCB properties as follows:

- Addition of two more campsites and a future agreement regarding the shower house at Bessman-Kemp, designating seasonal spots for all campgrounds, and Pine Ridge playground equipment needing updated.
- Eagle City Park's enclosed shelter and plans to open it up to discourage vandalism and other illegal activity. The board discussed potential addition of cabins to Eagle City Park.
- Pine Ridge sewer project and how it could benefit future seasonal spots in the park.
- The Interpretive Park Manager, Chris Barber, informed the Board of grounds and facility improvements needed at Calkins Nature Center.
- Campground rates

April 2022 – Regular Meeting

- The Board approved raising campground rates for Pine Ridge and Bessman-Kemp campgrounds by \$3.00 and Daisy Long campground up by \$5.00 per night for tents, 30-amp, and 50-amp.
- The Board was unable to make a decision on the Summit Carbon Pipeline easement on Hoover Ruby due to the constraints of the deed on the property.
- The Board, Director, Steve Priske and Randy Copeman with the Pine Ridge Rifle Club discussed the hours of the rifle range and the effects it has on the nearby campground at Pine Ridge. The Board amended the lease with Pine Ridge Rifle Club to include summer shooting hours of 10a-7p on Saturday and Sunday and the holidays (4th of July and Labor Day), beginning on June 1st and ending October 1st, weekdays are to remain 8a-7p year-round. Additionally, the lease was amended to reassess mowing responsibilities to the tenants.

May 2022 – Regular Meeting

- The Board reviewed to contractor bids for the construction of the shelter at Bessman-Kemp and accepted the England bid at \$4,050.00.
- The Board accepted the Stantec Pine Ridge Park Expansion Master Plan for The Lodge at \$26,674.

Other items discussed by the Board and Director:

- Pine Ridge House inquiry
- Interest in building a fishing dock on Meier's Pit.

May 2022 - Closed Meeting

- Closed Session pursuant to Section 21.5(1)(j) of the Code of Iowa to discuss purchase or sale of real estate regarding the Bessman-Kemp Park property.

June 2022 – Regular Meeting

- The Board accepted the hay bids submitted from Jeff Friest for \$900 for the Anders property and from Brant Friest for \$750 for the Hilker property.
- It was the consensus of the Board to pursue the AmeriCorps Seasonal Position for Calkins Nature Area.
- The Board discussed plans for a Fall Festival Fundraiser for The Lodge and scheduled the fundraiser to take place on Saturday, October 15th and a rain date of Saturday, October 22nd.

Other items discussed by the Board and Director:

- Updates on the Pine Ridge Sewer Project
- Interior paint for the house located at Headquarters

July 2022 – Regular Meeting

- The Board accepted a bid submitted by Steinfeldt Painting for \$2,105.00 to pain the interior of the Headquarters House.
- John Ziebell discussed with the Board the options of adding a dock or jetty to the Meier's Pond for fishing purposes. Ziebell and the Board discussed potential location, required permits, source of supplies and funding. It was the consensus of the Board to begin the processes necessary to move the project forward.
- The Board approved a revised kayak/canoe agreement pending the County Attorney's feedback and approval.

Other items discussed by the Board and Director:

- Donation of a cabin stay and a gift basket to the Iowa County Conservation System Fall Conference

August 2022 – Regular Meeting

- The Board reviewed a statement forwarded from the Hardin County Fair Grounds for repairs to their dump station. The fair board is requesting the Conservation Department assist with payment. It was the consensus of the Board to pay for \$200 towards the repair of the fair ground's dump station.
- The Director informed the Board that both septic pumps at Daisy Long Campground stopped working. The Board accepted a quote from Iowa Pump Works quote for a new pump at Daisy Long Campground at the cost of \$19,745.00.

- The Board reviewed a quote submitted by Lucas Schumacher to repair the boundary fence shared between Marlin Cross' property and Hardin County Conservation's Eagle City Addition property. The Board approved to pay for all material costs up front at the cost of \$1,960 so that prices are locked in, to not pay for the "10% unpredictable" fee, and to pay for the remaining balance of labor costs upon completion of the fence.
- The Board was provided an update on the progress towards the Meier's Fishing Pond Jetty. Secondary roads have agreed to assist with the project by providing rip rap, a dump truck, and loader. The Director also submitted a joint permit to the Iowa DNR and Army Corps of Engineers for the jetty. The DNR has provided their approval for the project, but the Board is still waiting on the Army Corps response.

Other items discussed by the Board and Director:

- The Board was provided with the results from the Iowa DNR sampling of Meier's Pond. The sampling included 49 fish (23 Largemouth Bass, 21 Bluegill, and 5 Yellow Perch).
- The Board decided on Saturday, November 19th at 8am for the date of their fall Special Meeting and HCC Property tour.

September 2022 – Regular Meeting

- The Board accepted a bid from Ross Excavating & Drainage at \$7,755.00 for the demolition of the house and garage located at Pine Ridge Park.
- The Board reviewed two bids for the removal of ash trees at Pine Ridge Park in Steamboat Rock. The Board accepted a bid from Iowa River Rough Cut at \$1,500 for the removal of the ash trees at Pine Ridge Park.
- The Director informed the Board that HCCB was selected to participate in the Barlow Challenge. Crystal Doering, with Iowa Falls State Bank and Barlow Family Foundation, provided the Board with guidelines for the Barlow Challenge. The Director presented a fundraising flyer for mass distribution by Ackley Publishing for the Barlow Challenge. The Board approved the bid for mailers from Ackley Publishing at \$4,196.16.

Other items discussed by the Board and Director:

- The Director informed the Board of a resident's concerns about the ditch spraying that is taking place, despite "no spray" signs. The Board recognized the damage but noted that the spraying is being done and monitored by another division within the County.
- Pine Ridge Rifle Range Club noise complaint submitted by a resident. The Director has spoken to the President of the Pine Ridge Rifle Range Club and a reminder of shooting hours has been sent to all members.
- The Director informed the Board that the Army Corps of Engineers approved the Meier's Pond fishing jetty.

October 2022 – Regular Meeting

- The Board approved the HCCB Office Assistant to receive reimbursement for personal cell phone use of \$40 per month.
- The Director informed the Board that the Iowa Department of Transportation had placed the Hardin City Bridge on their website under a page that advertised the bridge as "available for

adoption/relocation.” It was made aware to county officials by an outside party who was interested in relocating the bridge to a different county in Iowa. Stephen Throssel, with Greenbelt Trust, shared with the board that the group is interested in completing a rehab project on the bridge with the vision of it becoming a place where the public could visit to have picnics or hold small events. It was noted that at this time other parties within the county are considering alternative uses for the bridge. It was the Boards consensus to retain ownership of the Hardin City Bridge.

Other items discussed by the Board and Director:

- Inquiry about a picnic area at Reece Park.
- The upcoming Fall Festival, Calkins Halloween Hike, and other funding sources for the Barlow Challenge.
- Calkins’ internet connection issues

November 2022 – Regular Meeting

- An aquarium in the animal display at Calkins began to leak due to a silicone seam that was defective. The Board approved funds to purchase a new aquarium.
- The Director presented CD rates from local banks to place public funds into for a period of 12-18 months. The Board approved placing \$100,000 into three separate 12-month CDs, for a total of \$300,000.
- The Board agreed to send a letter of support and offer Hardin County Conservation facilities for meetings and/or events at no cost, pending availability, for their Batch and Build Program.

Other items discussed by the Board and Director:

- The wage study was shared with the Board.
- The Board discussed alternative marketing avenues and decided to not renew advertisements in the Hardin County Visitor’s Guide based off feedback collected from satisfaction surveys.
- Electrical bikes on county properties. The Board decided that electrical bikes are not permitted.

November 2022 – Closed Meeting

- Closed Session pursuant to Section 21.5(1)(i) of The Code of Iowa to discuss the Director’s Evaluation.

November 2022 – Special Strategic Meeting

- The Director updated the Board on concerns regarding the maximum amount of funds that would be insured by the bank if the Board were to place the funds, totaling \$300,000, in CDs at one bank. The Board decided to split the \$300,000, placing \$150,000 in two CDs, one CD at Iowa Falls Savings Bank (IFSB), if IFSB matches the rate offered by Greenbelt Savings Bank, and the second CD at Greenbelt Savings Bank.

The Board and Director discussed plans for HCCB properties as follows:

- The Board would like to focus on areas where there is a return on the investment such as areas with campgrounds, cabins, or other facilities.
- The Board also discussed areas that would benefit from further development or improvements such as Daisy Long Campground's boat ramp.
- The Board reviewed plans and financials regarding Pine Ridge campground, The Lodge, & shooting range.

Other items discussed by the Board and Director:

- The Board agreed to allow paid advertising on the Facebook page for a 30-day period during the holiday season to promote winter rates on the Tower Rock cabins and campground/cabin gift cards.

December 2022 – Regular Meeting

- A Conservation employee inquired about permit to carry while working. The Director informed the Board after speaking to the county's insurance company it was determined that conservation employees are not permitted to carry while on the job as it is not a part of the job description and they have not been through the law enforcement academy to do so. Employees have been advised to call law enforcement officials in situations where they feel unsafe and to not engage the situation.
- The Board revisited the mowing bid procedure and decided that contractors must bid individually on each group and will only be awarded two mowing groups. If the contractor comes in as the lowest bid on all three groups, they may choose which two groups they prefer out of the three. The remaining group will be offered to the next lowest bid. The board will also give preference to Hardin County contractors.

Respectfully Submitted,



Laura Carr
Office Assistant



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 02/24/2023
Date

Name: Michelle Witt
Address: 703 W Main St.
Steamboat Rock, IA 50672
Fund: 0001-02-9010-000-100003

Department: Auditor
Position: Drainage Clerk/2nd Deputy
Salary/Hourly Rate: 20.75
Weekly Scheduled Hours: _____

This position is: Exempt Non-Exempt

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

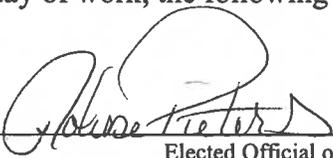
Reason of Change:

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

Other: _____

Dates of Employment: 10/04/2021 to 02/24/2023 Last Day of Work 02/24/2023
From To (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

02/16/2023
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 _____
Date

Name: _____

Department: _____

Address: _____

Position: _____

City State Zip Code

Salary/Hourly Rate: _____

Fund: _____

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 _____
(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: February 20, 2023

Name: Neeley, Cheyanne

Address: Iowa Falls, IA

Department: Sheriff's Office

Position: Correctional Officer

Fund 0001-05-1050-000-10019

Gross _____

Salary or Hourly Rate: \$20.35/hr

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

Reason for change:

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Hired | <input type="checkbox"/> Resignation |
| <input checked="" type="checkbox"/> Promotion | <input type="checkbox"/> Retirement |
| <input type="checkbox"/> Demotion | <input type="checkbox"/> Layoff |
| <input type="checkbox"/> Pay Increase | <input type="checkbox"/> 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: 02-14-2023
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: February 20, 2023

Name: Johnson, Dale

Address: Eldora, IA

Department: Sheriff's Office

Position: Correctional Officer

Fund 0001-05-1050-000-10019

Gross _____

Salary or Hourly Rate: \$20.35/hr

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

Reason for change:

- | | |
|---|--------------------------------------|
| <input type="checkbox"/> Hired | <input type="checkbox"/> Resignation |
| <input checked="" type="checkbox"/> Promotion | <input type="checkbox"/> Retirement |
| <input type="checkbox"/> Demotion | <input type="checkbox"/> Layoff |
| <input type="checkbox"/> Pay Increase | <input type="checkbox"/> 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: 02-14-2023
Elected Official or Department Head

Approved by: _____ Date: _____
Appropriate Board (If Applicable)