



HARDIN COUNTY
Board of Supervisors

Wednesday, August 14, 2019

1. 8:30 A.M. Drainage
[VIEW REGULAR DRAINAGE MEETING AGENDA](#)
Courthouse Large Conference Room
2. 9:00 A.M. County REAP Grant Committee Grant Review
Conference Large Conference Room
3. 10:00 A.M. Call To Order
Courthouse Large Conference Room

4. Pledge Of Allegiance
5. Approval Of Agenda
6. Approval Of Minutes

Documents:

[08-07-2019 MINUTES.PDF](#)
[08-12-2019 ECON DEV MINUTES.PDF](#)
[08-12-2019 JOB REVIEW MINUTES.PDF](#)

7. Approval Of Claims For Payment
8. Utility Permits & Secondary Roads Department

Documents:

[HEART OF IOWA COMMUNICATIONS COOPERATIVE UTILITY PERMIT APPLICATION.PDF](#)
[INTERSTATE POWER AND LIGHT UTILITY PERMIT APPLICATION.PDF](#)

9. Julie Winter
RE: Annual Request for Matching Funds for [REGION 6 HOUSING TRUST FUND](#)
10. Resolution To Approve The Region 6 Housing Trust Fund Hardin County Cash Contribution

Documents:

[REGION 6 HOUSING TRUST FUND RESOLUTION 2020.PDF](#)

11. Environmental Health Sharing With Marshall County
12. Public Comments

Documents:

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

13. Other Business
14. Adjournment/Recess
15. Supervisors Boards & Commissions Report
Courthouse Large Conference Room
16. 11:00 A.M. Iowa Government Health Care
Jennifer McMillan and Denise Ballard
17. 11:30 A.M. Approve Medical Examiner Investigator

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – AUGUST 7, 2019
WEDNESDAY - 10:00 A.M.
COURTHOUSE LARGE CONFERENCE ROOM

Chair Reneé McClellan called the meeting to order. Also present were Supervisors Lance Granzow and BJ Hoffman; and Mike Roll, Doug Morse, Matt Rezab, Taylor Roll, Jessica Sheridan, Angela De La Riva, Machel Eichmeier, Dave McDaniel, Julie Duhn, Kamran Franco, Jessica Lara, Mark Buschkamp, and Angela Silvey.

The Pledge of Allegiance was recited.

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

Hoffman moved, Granzow seconded to approve the minutes of July 31, 2019 and August 5, 2019. Motion carried.

Granzow moved, Hoffman seconded to approve the August 7, 2019 claims for payment. Motion carried.

Hoffman moved, Granzow seconded to approve the Main Street Bridge Feasibility study for Hardin County Bridge #3267. Hoffman requested County Engineer Taylor Roll report back to the Supervisors if the Alden mayor or Council raise any issues about the study. Motion carried.

Utility Permits: None.

Secondary Roads Department:

A departmental update was provided by Taylor Roll. No action was necessary; informational only.

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

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

Hoffman moved, Granzow seconded to approve the Sheriff's Monthly Reports for July 2019. McClellan explained one report was for FY 18/19, and one was for FY 19/20. Motion carried.

Hoffman moved, Granzow seconded to approve the amendment to the County Credit Card Policy to include credit card usage for Angela De La Riva, Economic Development Director, with a limit of \$2,000.00. Motion carried.

Granzow moved, Hoffman seconded to approve the Change of Status for Camryn Grubic, Conservation Nature Center Intern, end of seasonal employment, effective 8/1/2019. Motion carried.

Hoffman moved, Granzow seconded to approve the hiring of Marti Ferneau, Secondary Roads Office Manager, full-time, at a rate of \$18.50/hour, effective 8/7/2019, with a raise of \$0.50/hour after 6-month probation period. Motion carried.

Hoffman moved, Granzow seconded to approve the promotion of Erin Riedinger, Communication Dispatcher, part-time to full-time, effective 8/17/2019, at a rate of \$16.76/hour. Motion carried.

Hoffman moved, Granzow seconded to approve the hiring of Amy Robb, Communication Dispatcher, part-time, effective 8/5/2019, at a rate of \$15.00/hour. Motion carried.

Hoffman moved, Granzow seconded to approve the hiring of McKenzie Burton, Communication Dispatcher, effective 8/3/2019, at a rate of \$15.00/hour. Motion carried.

At 10:05 a.m. the Chair opened the public hearing on a proposed road reclassification of a portion of G Avenue. Taylor Roll reviewed the proposed road reclassification. No written comments or objections were received. The Chair then closed the public hearing and the following action was taken:

Hoffman moved, Granzow seconded that the following Resolution No. 2019-30, Resolution for Reduced Level of Maintenance to Area Service “C” Road, be adopted. Roll Call Vote: “Ayes” Hoffman, Granzow, and McClellan. “Nays” None. Resolution No. 2019-17 is hereby adopted as follows:

Resolution No. 2019-30

WHEREAS, Hardin County desires to classify certain roads on the area service system in the County to provide for a minimal level of maintenance and access by means of a gate or barrier; and

WHEREAS, the County, after consultation with the County Engineer, has the authority to specify certain roads within the County as Area Service “C” roads pursuant to Iowa Code Section 309.57; and

WHEREAS, the only persons who will have access rights to the roads shall be:

- (1) The owner, lessee, or person in lawful possession of any adjoining land,
- (2) The agent or employee of the owner, lessee, or person in lawful possession of any adjoining land,
- (3) Any peace officer,
- (4) Any magistrate,
- (5) Any public employee whose duty it is to supervise the use or perform maintenance of the road,
- (6) Any agent or employee of any utility located upon the road.

WHEREAS, the minimal level of maintenance will be as follows:

1. Blading. Blading or dragging will not be performed on a regular basis.
2. Snow and Ice Removal. Snow and ice will not be removed, nor will the road surface be sanded or salted on a regular basis.
3. Signing. Except for load limit posting for bridges, signing shall not be continued or provided. **All Area Service Level C Roads shall be identified with a sign at all points of access to warn the public of the lower level of maintenance.**
4. Weed, Brush, and Trees. Mowing or spraying weeds, cutting brush, and tree removal will not be performed on a regular basis. Adequate sight distances will not be maintained.
5. Structures. Bridges and culverts may not be maintained to carry legal loads. Upon failure or loss, the replacement structure will be appropriate for the traffic thereon.
6. Road Surfacing. There will be no surfacing materials applied to Area Service System C Roads on a regular basis.
7. Shoulders. Shoulders will not be maintained on a regular basis.
8. Crown. A crown will not be maintained on a regular basis.

9. Repairs. There will be no road repair on a regular basis.
10. Uniform Width. Uniform width for the traveled portion of the road will not be maintained.
11. Inspections. Regular inspections will not be conducted.

THEREFORE, BE IT RESOLVED BY THE HARDIN COUNTY BOARD OF SUPERVISORS that this County does hereby establish the road described as an Area Service "C" Road, with restricted access and a minimal level of maintenance:

A portion of G Avenue, originally established on the 2nd of July, 1906 (Road Record Book 3, Page 269) as Gilbert Consent Highway, lying in Section 12, T-886N, R22W, Buckeye Township of Hardin County, Iowa. The extent of this road reclassification is the portion of the roadway commencing at the North Right-of-Way line of 180th Street, thence running in a Northerly direction approximately one-half mile to the terminus.

Resolution adopted this 7th day of August, 2019.

/s/ Renee McClellan
Renee McClellan, Chairperson
Hardin County Board of Supervisors

ATTEST: /s/ Jessica Lara
Jessica Lara, Hardin County Auditor

DATE: 8/7/2019

Hoffman moved, Granzow seconded to set the time and date for a public hearing on decreasing appropriations for August 28, 2019 at 10:02 a.m. in the Courthouse Large Conference Room. McClellan advised the decrease de-appropriates \$80,000.00 from the Board of Supervisors Department which will be appropriated to the Economic Development Department. Motion carried.

Public Comments:

Doug Morse, Hansen Family Hospital, provided an update to the Board. No action was necessary; informational only.

Mike Roll addressed the Board regarding a claim for vehicle damage. Discussion was held on tires and other refuse in County ditches. Discussion was also held on whether or not the County could implement a fee on large manure spreaders. Hoffman offered to consult with County Attorney Darrell Meyer.

Other Business: None.

Hoffman moved, Granzow seconded to adjourn. Motion carried.

There were no reports on Supervisor Boards and Commissions presented.

At 11:00 a.m. McClellan reconvened the meeting. Present: Supervisors McClellan, Granzow, and Hoffman; and Angela De La Riva, Mark Buschkamp, and Angela Silvey.

Items discussed included:

1. Invoice for prorated amount of quarterly funding provided to Ackley Development Commission by Hardin County.

2. Method of addressing projects when confidentiality is requested.

3. Projects Mark Buschkamp is currently working on.

No action was taken; planning and discussion only.

Hoffman moved, Granzow seconded to adjourn at 11:27 a.m.

Two members remained after adjournment to further clarify the previous conversation. No deliberation or decisions were made.

Reneé McClellan, Chair
Board of Supervisors

Jessica Lara
Hardin County Auditor

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – AUGUST 12, 2019
MONDAY - 12:00 P.M.
COURTHOUSE SMALL CONFERENCE ROOM

At 12:00 p.m. the Board met to begin planning and budgeting for a county economic development program. Present: Supervisors Renee McClellan, Lance Granzow, and BJ Hoffman; and Angela De La Riva, Cindy Litwiller, and Angela Silvey.

Cindy Litwiller, Wright County Economic Development Director, fielded questions about the organization and authorities of the Wright County Economic Development Board, as well as the interplay between her position, the Board of Supervisors, and the Economic Development Board.

Topics also discussed included:

1. Confidentiality while working on behalf of multiple communities.
2. Iowa Falls' economic development program shall remain separate and independent.
3. Compiling a list of community representatives to serve on an economic development board.
4. Obtaining a model copy of bylaws.
5. Supporting and building a lasting program.
6. Budgeting with long-term goals in mind.
7. Networking opportunities for Angela De La Riva.

The meeting adjourned at 12:59 p.m.

Reneé McClellan, Chair
Board of Supervisors

Jessica Lara
Hardin County Auditor

HARDIN COUNTY BOARD OF SUPERVISORS
MINUTES – AUGUST 12, 2019
MONDAY - 1:30 P.M.
COURTHOUSE LARGE CONFERENCE ROOM

At 1:30 p.m. the Board met for the job performance review of Megan DiCesare, Roadside Vegetation Management Biologist. Present: Supervisors Renee McClellan, Lance Granzow, and BJ Hoffman; and Bruce Johnson, Julie Duhn, Megan DiCesare, Donna Juber, Bob Juber, Mike Galloway, Ann Lindaman, and Angela Silvey.

The following points were discussed:

1. Job Knowledge
2. Decision Making/Judgment
3. Personal/Personnel Development
4. Interpersonal Skills
5. Communication
6. Problem Solving
7. Teamwork
8. Work Environment/Safety
9. Attendance/Punctuality

The meeting adjourned at 1:54 p.m.

Reneé McClellan, Chair
Board of Supervisors

Jessica Lara
Hardin County Auditor

Utility Permit Application

Step 1

Permit Type	Underground
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(Section Break)

Hardin County Utility Permit Application

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 Cooperative
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Street Address	PO Box 130 502 Main Street
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City	Union
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State	IA
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Zip Code	50258
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Phone Number	6414862211
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Fax Number	641-486-2205
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Contact Person's Name	Jay Duncan
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Type of Work	Bore 1x1.25" HDPE pipe across 215th Street to Ped. Install 6 Pair Copper in pipe. No DD in area
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Process and Requirements

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 inches*
 - Electric: 48 inches*
 - Gas: 48 inches*
 - Sewer: 60 inches*
 - Water: 60 inches**
- C. Minimum roadway overhead clearance for utility lines shall be 20 feet.*
- D. The applicant shall use reference markers in the right-of-way (ROW) boundary to locate line and changes in alignment as required by the County Engineer. A permanent warning tape shall be placed one (1) foot above all underground utility lines.*
- E. All tile line locations shall be marked with references located in the ROW line.*
- F. No underground utility lines shall cross over a crossroad drainage structure without approval from the County Engineer.*
- G. Residents along the utility route shall have uninterrupted access to the public roads. An all weather access shall be maintained for residents adjacent to the project.*

H. After construction, granular surfacing shall be added to the road by the applicant to restore the road to its original condition. After surfacing has been applied, the road surface shall be reviewed by the County Engineer once the road has been saturated, to determine if additional surfacing on the roadway by the applicant is necessary.

I. All damaged areas within the ROW shall be repaired and restored to at least their former condition by the applicant or the cost of any repair work caused to be performed by the county will be assessed against the applicant.

J. Areas disturbed during construction which present an erosion problem shall be solved by the applicant in a manner approved by the County Engineer.

K. All trenches, excavations, and utilities that are knifed shall be properly tamped.

L. All utilities shall be located between the bottom of the backslope and the bottom of the foreslope, unless otherwise approved in writing by the County Engineer prior to installation.

M. Road crossing shall be bored. The depth below the road surface shall match the minimum depth of cover for the respective utility.

6. Non-Conforming Work

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

7. County Infraction

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

8. Hold Harmless

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

9. Permit Required

No applicant shall install any lines unless such applicant has obtained a Utility Permit from the County Engineer and has agreed in writing that said installation will comply with all ordinances and requirements of the county for such work.

Applicants agree to hold the county free from liability for all damage to applicant's property which occurs proximately as a result of the applicant's failure to comply with said ordinances or requirements.

10. Relocation

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

Company

Heart Of Iowa

Completed Location Plan [215th Street Bore Eldora.pdf](#)

Applicant Electronic Signature By selecting this option the applicant indicates agreement with and understanding of the Application Process and Requirements.

Date 8/13/2019

Office Use Only

Length: 237.5 feet
Area: 0 acres
Clear

881932200003

881932200004

881932200003



Pierson, Tom G Pierson, Linda L
(Deed)
31669 215TH ST
39.00 Acres Value \$100,370

[View: Report](#) | [Pictometry Imagery](#)

237.5

215th St



Bore 1x1.25"
Conduit
under 215th
Street ROW
to ROW

881932400009

881932400008

881932400002



HARDIN COUNTY UTILITY PERMIT APPLICATION

Permit No: 8-14-19

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: INTERSTATE POWER AND LIGHT

STREET ADDRESS: 410 LAWLER AVE

CITY: IOWA FALLS STATE: IA ZIP: 50126

PHONE: 641-648-7601 FAX: _____ CONTACT PERSON: CHAD RALSTON

TYPE OF WORK: INSTALL NEW UNDERGROUND 3 PHASE PRIMARY UNDER CO HWY D20. WRECK OUT OVERHEAD AT THIS LOCATION 15491 CO HWY D20

1. LOCATION PLAN

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

2. WRITTEN NOTICE

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

3. INSPECTION

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

4. INSPECTION FEES

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

5. REQUIREMENTS

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

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

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

6. NON-CONFORMING WORK

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

7. COUNTY INFRACTION

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

8. HOLD HARMLESS

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

9. PERMIT REQUIRED

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

10. RELOCATION

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

DATE: 8/12/2019 COMPANY: INTERSTATE POWER AND LIGHT

SIGNATURE: Filled out online

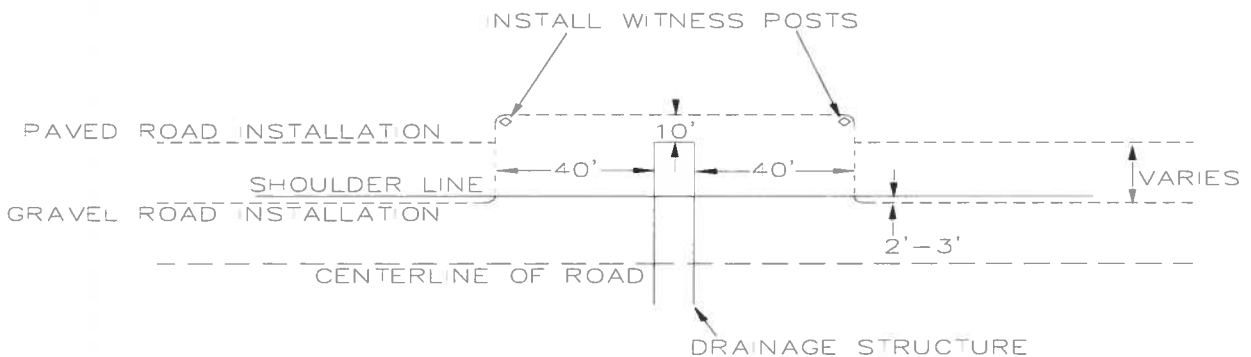
RECOMMENDED FOR APPROVAL:

DATE: _____ COUNTY ENGINEER

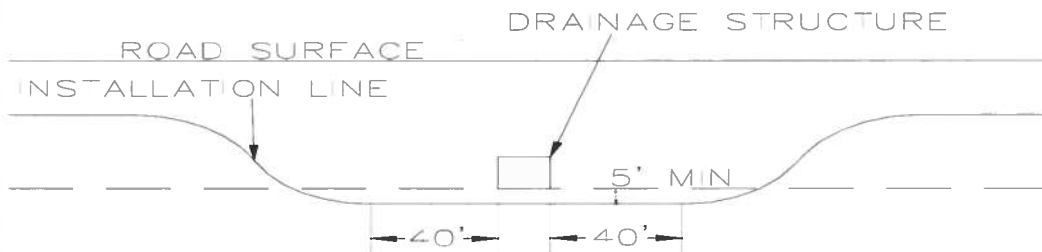
APPROVAL:

DATE: _____ CHAIRMAN, BOARD OF SUPERVISORS

NON-BORED INSTALLATION DETAIL



BORED INSTALLATION DETAIL



UTILITY PERMIT MAP

15491 CO HWY D20

Legend

- PHASE PRIMARY UNDERGROUND
- Untitled Path
- Untitled Polygon

1 PHASE PRIMARY UNDERGROUND

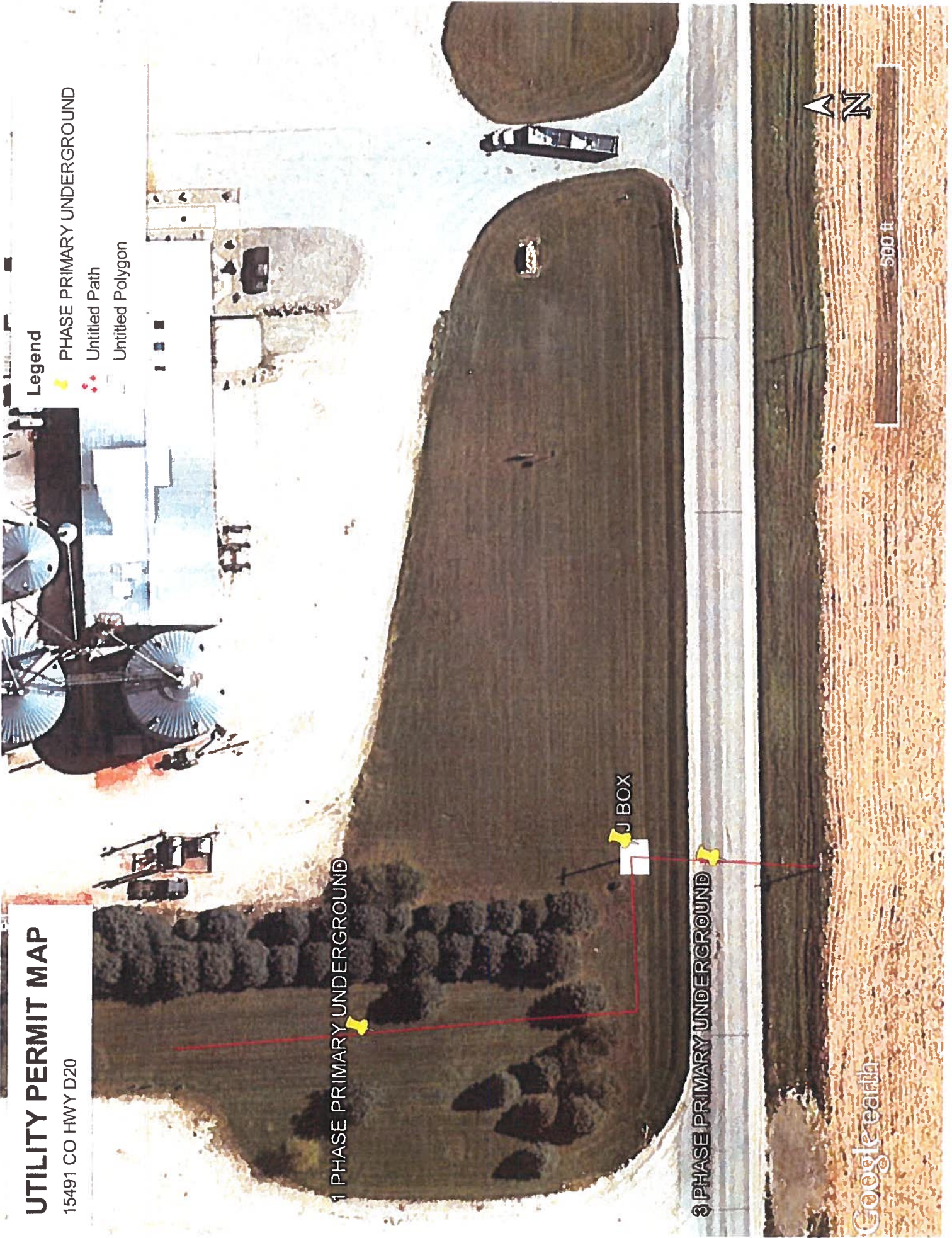
3 PHASE PRIMARY UNDERGROUND

J BOX



500 ft

Google earth



RESOLUTION NO. _____

**A RESOLUTION TO APPROVE THE REGION 6 HOUSING TRUST FUND
HARDIN COUNTY CASH CONTRIBUTION**

Whereas the Region 6 Housing Trust Fund can annually apply for approximately \$240,120 of Iowa Finance Authority State Housing Trust Funds if the trust fund secures \$60,030 of local contributions, and

Whereas the per capita state share for Hardin County is \$44,374 if \$11,094 of local assistance is secured, and

Whereas the housing trust fund from 2015 to 2019 has expended \$292,407 in Hardin County – slightly more than a per capita split (\$253,029) and the Region 6 Housing Trust Fund board has put together a policy to average out the per capita split over a 3-5 time period, and

Whereas the housing trust fund continues to seek applications for owner occupied housing improvements across the region which will be prioritized based upon housing needs, and

Whereas all the applicants must have annual incomes under 80% of the county median as determined by HUD.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF HARDIN COUNTY:

Section 1: Hardin County will provide \$11,094 of cash assistance in FY 2020/2021.

Approved this ____ day of _____, 2019.

Attest:


HARDIN COUNTY'S POLICY

FOR PUBLIC COMMENT


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

Adopted this 1st day of July, 2009.

HARDIN COUNTY BOARD OF SUPERVISORS


Jim Johnson, Chair


Erv Miller, Member


Ed Bear, Member