



**HARDIN COUNTY**  
Board of Supervisors

Wednesday, February 24, 2021

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

1. 8:15 A.M. Meet With Conference Board  
Courthouse Large Conference Room

Documents:

[CONFERENCE BOARD AGENDA.PDF](#)

2. Public Hearing – FY 2021/2022 Assessor's Budget
3. 9:00 A.M. Call To Order  
Courthouse Large Conference Room
4. Pledge Of Allegiance
5. Approval Of Agenda
6. Approval Of Minutes

Documents:

[02-09-2021 MINUTES.PDF](#)  
[02-12-2021 MINUTES.PDF](#)  
[02-12-2021 CHAT LOG.PDF](#)  
[02-17-2021 MINUTES.PDF](#)  
[02-17-2021 CHAT LOG.PDF](#)

7. Approval Of Claims For Payment

Documents:

[VENDOR PUBLICATION REPORT 2.24.21.PDF](#)

8. Emergency Management Update
9. Public Health Update
10. Utility Permits & Secondary Roads Department
11. Public Comments
12. Motion Amending Motion To Set Time And Date For Public Hearing On FY 2022 Maximum Property Tax Levy
13. Headwaters Of The South Skunk River Watershed Management Authority 28E Agreement

Documents:

[SOUTH SKUNK WMA 28E AGREEMENT.PDF](#)  
[SOUTH SKUNK WMA 28E SIGNATURE PAGES.PDF](#)

14. Application For Liquor License – Crazy Acres Old Goat Barn Bar & Grill

Documents:

[APPLICATION FOR LIQUOR LICENSE.PDF](#)

15. Approve Contribution Of \$5,000 For Snow Guard At EOC Building

Documents:

[POWERS CONSTRUCTION ESTIMATE.PDF](#)  
[POWERS CONSTRUCTION QUOTE.PDF](#)  
[SNOW GUARD RAIL - POWERS.PDF](#)  
[LAMASTERS SNOW GUARD QUOTE 2021.PDF](#)

16. Change Of Status – Sheriff's Office

Documents:

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

17. Other Business

18. Adjournment/Recess

19. 9:30 A.M. Drainage  
Courthouse Large Conference Room

*OFFICE OF THE  
HARDIN COUNTY ASSESSOR  
Connie J Mesch, Chief Deputy Assessor  
1215 Edgington Ave., Suite 2  
Eldora, IA 50627  
PHONE: 641-939-8100 FAX: 641-939-8245  
E-Mail [cmesch@hardincountyia.gov](mailto:cmesch@hardincountyia.gov)  
HARDIN COUNTY WEB SITE: [www.hardincountyia.gov](http://www.hardincountyia.gov)*

February 15, 2020

**NOTICE: Public attendance at public meetings is restricted due to COVID-19 concerns. To access and participate in meetings remotely, please use the information listed below.**

**HARDIN COUNTY CONFERENCE BOARD**

**AGENDA**

**WEDNESDAY, FEBRUARY 24, 2021**

8:15 A.M.

Call to Order, Courthouse Large Conference Rm  
<https://hardincountyia-gov.zoom.us/j/89002908338>

Meeting ID: 890 0290 8338  
One tap mobile  
+13126266799,,89002908338# US (Chicago)

Approval of Agenda

Approval of Minutes – 2/3/2021

New Business

Open Public Hearing for Assessor's  
2021-2022 Budget

Close Public Hearing

Approve 2021-2022 Budget

Other Business

Adjournment

HARDIN COUNTY BOARD OF SUPERVISORS  
MINUTES – FEBRUARY 9, 2021  
TUESDAY - 2:03 P.M.  
COURTHOUSE LARGE CONFERENCE ROOM

At 2:03 p.m. the Board met for a budget work session with the County Auditor. The meeting was held electronically due to COVID-19 public health risks. Present: Supervisors BJ Hoffman, Reneé McClellan and Lance Granzow; and Chuck Walters, Jolene Pieters, and Angela Silvey. Attending via Zoom: Justin Ites.

County Auditor Jolene Pieters provided the Board with multiple levy scenarios to examine. Pieters advised all FY 2022 expenses were input; however, Debt Services and some revenue entries were not yet input. Pieters is working with the Department of Management to finalize the budget.

Questions and comments were received from Chuck Walters.

Granzow requested Pieters have a recommendation on max levy rate ready for the 2/10/2021 Board meeting.

At 2:47 p.m. County Treasurer Machel Eichmeier entered the meeting and had questions about moving monies in connection with the Aerial Greenbelt Project. Eichmeier will contact CPA Beth Miller for clarity.

McClellan moved, Granzow seconded to adjourn at 2:52 p.m. Motion carried.

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BJ Hoffman, Chair  
Board of Supervisors

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Jolene Pieters  
Hardin County Auditor

HARDIN COUNTY BOARD OF SUPERVISORS  
MINUTES – FEBRUARY 12, 2021  
FRIDAY - 9:04 A.M.  
COURTHOUSE LARGE CONFERENCE ROOM

At 9:04 a.m. the Board met for a budget work session with the County Auditor. The meeting was held electronically due to COVID-19 public health risks. Present: Supervisors René McClellan and Lance Granzow; and Jolene Pieters and Angela Silvey. Attending via Zoom: Supervisor BJ Hoffman.

Discussion centered on FY 2022 budget figures as compared to FY 2021 amounts and determining the County's max levy rate for FY 2022.

At 10:25 a.m. the meeting was recessed.

At 10:36 a.m. the meeting was reconvened. Present: Supervisors McClellan and Granzow; and Jolene Pieters and Angela Silvey. Supervisor Hoffman was absent.

After further budget discussion, Granzow acknowledged there was not enough information to know where the County's max levy rate stands.

Granzow moved, McClellan seconded to adjourn at 11:11 a.m. Motion carried.

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BJ Hoffman, Chair  
Board of Supervisors

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Jolene Pieters  
Hardin County Auditor

Chat Log from 2/12/2021

09:04:51 From Supervisor BJ Hoffman to Everyone : I can hear, my connection is week.

09:05:18 From Supervisor BJ Hoffman to Everyone : I'll stay muted to save bandwidth

09:05:40 From Supervisor BJ Hoffman to Everyone : no problem

09:15:25 From Supervisor BJ Hoffman to Everyone : thank you

10:09:35 From Supervisor BJ Hoffman to Everyone : pass through for regional grant

10:10:12 From Supervisor BJ Hoffman to Everyone : there's a district wide regional EMS grant. split many ways.

10:10:38 From Supervisor BJ Hoffman to Everyone : That was former auditor Lara's explanation

10:14:53 From Supervisor BJ Hoffman to Everyone : EMS council is separate. It's budgeted the same as fireman's association.

10:15:28 From Supervisor BJ Hoffman to Everyone : EMS Council should have a line in 89

10:25:58 From Supervisor BJ Hoffman to Everyone : I'll likely lose you.

HARDIN COUNTY BOARD OF SUPERVISORS  
MINUTES – FEBRUARY 17, 2021  
WEDNESDAY - 9:00 A.M.  
COURTHOUSE LARGE CONFERENCE ROOM

Chair BJ Hoffman called the meeting to order. The meeting was held electronically due to COVID-19 public health risks. Also present were Supervisors René McClellan and Lance Granzow; and Michael Pearce, Thomas Craighton, Taylor Roll, Jessica Sheridan, and Angela Silvey. Attending via Zoom: Carey Callaway, Pauline Lloyd, Justin Ites, Ivan Droessler, Laura Cunningham, Lori Kadner, Abby Flatness, Jolene Pieters, Donna Juber, Bob Juber, Rocky Reents, Elaine Loring, Tim Verheyen, Angela De La Riva, Nathan Compton, Shane Glinski, Megan Harrell, Julie Duhn, JD Holmes, Dave McDaniel, Mark Buschkamp, and Connie Mesch.

The Pledge of Allegiance was recited.

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

Granzow moved, McClellan seconded to approve the minutes of February 10, 2021. Motion carried.

McClellan moved, Granzow seconded to approve the February 17, 2021 claims for payment. Motion carried.

Emergency Management Update:

Thomas Craighton, Emergency Management Coordinator, reported the Emergency Management budget was approved, and FEMA is changing its rules regarding COVID-related reimbursements. In addition, the EOC's snow guard project will be on next week's agenda for possible action.

Public Health Update:

Rocky Reents, Public Health Coordinator, reported on COVID-19 case data and vaccine administration.

Utility Permits: None.

Secondary Roads:

County Engineer Taylor Roll advised his department will be looking for a summer intern.

Public Comments:

Donna Juber asked whether or not people who receive the COVID-19 vaccine can still spread the virus.

Tim Verheyen, Ivan Droessler, and Nathan Compton introduced the Board to ISG, Inc., an engineering firm, and highlighted services the firm offers and projects undertaken.

McClellan moved, Granzow seconded that the following Resolution No. 2021-10, Resolution Fixing Date for a Meeting on the Authorization of a Loan Agreement and the Issuance of Not to Exceed \$17,000,000 General Obligation Urban Renewal Refunding Capital Loan Notes of Hardin County, State of Iowa (for Essential County Purposes), and Providing for Publication of Notice Thereof, be adopted. Roll Call Vote: "Ayes" McClellan, Granzow, and Hoffman. "Nays" None. Resolution No. 2021-10 is hereby adopted as follows:

Resolution No. 2021-10

RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$17,000,000 GENERAL OBLIGATION URBAN RENEWAL REFUNDING CAPITAL LOAN NOTES OF HARDIN COUNTY, STATE OF IOWA (FOR ESSENTIAL COUNTY PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, on August 10, 2011, the Board of Supervisors adopted a resolution of necessity determining an area appropriate for urban renewal purposes and adopted the Ellsworth Municipal Hospital Urban Renewal Plan; and

WHEREAS, it is deemed necessary and advisable that Hardin County, Iowa, should provide for the authorization of a Loan Agreement and the issuance of General Obligation Urban Renewal Refunding Capital Loan Notes to the amount of not to exceed \$17,000,000, as authorized by Sections 331.443, 331.402 and 403.12 of the Code of Iowa, as amended, and Sections 145 and 147(f) of the Internal Revenue Code, as amended, for the purpose of providing funds to pay costs of carrying out essential county purpose project(s) as hereinafter described; and

WHEREAS, the Loan Agreement and Notes shall be payable from the Debt Service Fund; and

WHEREAS, before a Loan Agreement may be authorized and General Obligation Urban Renewal Refunding Capital Loan Notes, issued to evidence the obligation of the County thereunder, it is necessary to comply with the provisions of the Code of Iowa, as amended, and to publish a notice of the proposal and of the time and place of the meeting at which the Board proposes to take action for the authorization of the Loan Agreement and Notes and to receive oral and/or written objections from any resident or property owner of the County to such action.

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

Section 1. That this Board meet in the Board Room, County Courthouse, 1215 Edgington Avenue, Eldora, Iowa, at 9:05 A.M., on the 10th day of March, 2021, for the purpose of taking action on the matter of the authorization of a Loan Agreement and issuance of not to exceed \$17,000,000 General Obligation Urban Renewal Refunding Capital Loan Notes, for essential county purposes, the proceeds of which will be used to provide funds to pay costs of the settlement, adjustment, renewing, or extension of any part or all of the legal indebtedness of the County, including refunding of the County's General Obligation Urban Renewal Bonds, Series 2012, dated October 11, 2012.

Section 2. The Auditor is authorized and directed to proceed on behalf of the County with the negotiation of terms of a Loan Agreement and the issuance of General Obligation Urban Renewal Refunding Capital Loan Notes, evidencing the County's obligations to a principal amount of not to exceed \$17,000,000, to select a date for the final approval thereof, to cause to be prepared such notice and sale information as may appear appropriate, to publish and distribute the same on behalf of the County and this Board and otherwise to take all action necessary to permit the completion of a loan on a basis favorable to the County and acceptable to the Board.

Section 3. That the Auditor is hereby directed to cause at least one publication to be made of a notice of the meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the County. The publication to be not less than four (4), nor less than twenty (20), clear days before the date of the public meeting on the issuance of the Notes, and to post notice of the meeting no fewer than seven (7) days prior to the meeting on the County's website.

Section 4. The notice of the proposed action to issue the Notes shall be in substantially the following form:

(to be published between February 18, 2021 and March 5, 2021 and published on the County website no later than March 2, 2021)

NOTICE OF MEETING OF THE BOARD OF SUPERVISORS  
OF HARDIN COUNTY, IOWA, ON THE MATTER OF THE  
PROPOSED AUTHORIZATION OF A LOAN AGREEMENT  
AND THE ISSUANCE OF NOT TO EXCEED \$17,000,000  
GENERAL OBLIGATION URBAN RENEWAL REFUNDING  
CAPITAL LOAN NOTES OF THE COUNTY (FOR ESSENTIAL

COUNTY PURPOSES), AND THE HEARING ON THE  
ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the Board of Supervisors of Hardin County, Iowa, will hold a public hearing on the 10th day of March, 2021, at 9:05 A.M., in the Board Room, County Courthouse, 1215 Edgington Avenue, Eldora, Iowa, at which meeting the Board proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$17,000,000 General Obligation Urban Renewal Refunding Capital Loan Notes, for essential county purposes, to provide funds to pay the costs of the settlement, adjustment, renewing, or extension of any part or all of the legal indebtedness of the County, including refunding of the County's General Obligation Urban Renewal Bonds, Series 2012, dated October 11, 2012, which were originally issued for the construction of a new hospital facility to be owned by the City of Iowa Falls, Iowa and located on a portion of the approximately 18.5 acres parcel immediately south of and adjacent to the Walmart located at 840 South Oak Street, in Iowa Falls, Iowa, legally described as:

Beginning at the Southwest Corner of Section Nineteen (19), Township Eighty-nine (89) North, Range Twenty (20) West of the 5th P.M., Hardin County, Iowa; thence N00°00'00"E 693.00 feet along the west line of the SW1/4 of said Section 19 to the south line of Parcel 1; thence S89°40'E 774.00 feet along the south line of Parcel 1, thence N00°00'E 630.00 feet along the east line of Parcel 1; thence S89°40'E 200.00 feet; thence S00°00'00"E 1327.60 feet to south line of the SW1/4 of said Section 19; thence N89°18'W 974.00 feet along the south line of the SW1/4 of said Section 19 to the Point of Beginning.

NOTE: The west line of the SW1/4 Section 19-89-20 is assumed to bear N00°00'00"E for the purpose of this description..

Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

At the above meeting the Board shall receive oral or written objections from any resident or property owner of the County to the above action. After all objections have been received and considered, the Board will at the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the County thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the Board of Supervisors of Hardin County, State of Iowa, as provided by Sections 331.443, 331.402 and 403.12 of the Code of Iowa, and Sections 145 and 147(f) of the Internal Revenue Code, as amended.

Dated this 17th day of February, 2021.

/s/ Jolene Pieters  
County Auditor, Hardin County, Iowa

(End of Notice)

PASSED AND APPROVED this 17th day of February, 2021.

/s/ BJ Hoffman  
Chairperson

ATTEST:

/s/ Jolene Pieters  
County Auditor

Granzow moved, McClellan seconded to acknowledge receipt of the County Conservation Annual Report, 01/01/2020 to 12/31/2020. Motion carried.

McClellan moved, Granzow seconded to approve the Meadow Hills Golf Course Liquor License Application for Class B Beer (Includes Wine Coolers), Outdoor Service, and Sunday Sales, for a term of 6 months, effective 04/15/2021. Motion carried.

Granzow moved, McClellan seconded to approve the demotion of Travis Prochaska, from full-time to part-time on-call Truck Driver, at a rate of \$17.00/hour, effective 03/01/2021. Motion carried.

Other Business: None.

Granzow moved, McClellan seconded to adjourn. Motion carried.

At 10:03 a.m. the Board met with County Auditor Jolene Pieters. The meeting was held electronically due to COVID-19 public health risks. In attendance: Supervisors Hoffman, McClellan, and Granzow; and Pieters and Angela Silvey. Attending via Zoom: Julie Duhn.

The purpose of the meeting was to review the proposed budget and fund carryovers to determine the maximum property tax levy for FY 2022.

Granzow requested the Supervisors be allowed time to look over budget numbers on their own; consequently, Granzow moved, McClellan seconded to recess until 12:45 p.m. Motion carried.

At 12:49 p.m. Chair Hoffman reconvened the meeting with County Auditor Jolene Pieters. The meeting was held electronically due to COVID-19 public health risks. Also present: Supervisor Granzow, Jessica Sheridan, and Angela Silvey. Attending via Zoom: Donna Juber and Bob Juber. Supervisor McClellan was absent.

Hoffman stated that Auditor Pieters had no more budget information to share at the time.

Granzow moved, Hoffman seconded to adjourn. Motion carried.

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BJ Hoffman, Chair  
Board of Supervisors

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Jolene Pieters  
Hardin County Auditor

Chat Log from 2/17/2021

09:02:22 From Carey Callaway to Everyone : He's asking for Ivandro to give his full name. My audio cut out so figured typing the request would be helpful in case it did the same for everyone else.

09:03:39 From Donna-Bob Juber to Everyone : How much?

09:06:36 From Donna-Bob Juber to Everyone : I have a question.



Hardin County

# Vendor Publication Report

Payment Date Range: 02/24/2021 - 02/24/2021

Vendor Name	Vendor Number	Total Payments
AgVantage FS	690V	2,505.00
Alliant Energy	4253V	2,952.12
Arnold Motor Supply	1637V	577.90
Beaver Creek Detailing and Glass	100581	60.00
Black Hills Energy	4450V	208.78
Brennen Reysack	100348	120.00
Campbell Supply Co	620V	248.36
Central Iowa Detention Ctr	1103V	50.88
Central Iowa Distr Inc	3043V	2,424.55
CenturyLink / Lumen	1462V	11.74
Cintas Corporation	1545V	301.56
City of Iowa Falls	509V	31.43
Contech Engineered Solutions	2398V	34,080.00
Craig W Boomgarden	532E	120.00
Dale Howard	855V	38.28
Darwin Arends	100821	358.45
David Dieters / Nissly & Nissly	181V	200.00
Elaine Frerichs	100721	45.00
Eldora Family Dentistry LLC	1108V	490.00
Eldora Tire & Alignment	62947V	250.00
GATR Truck Center	100679	354.54
Hardin County Office Supplies	119V	123.98
Hawkeye West Pest Control	2637V	60.00
Hotsy Equipment Company	1821V	81.50
Interstate Batteries	880V	126.95
ISAC	920V	300.00
John Deere Financial	1394V	384.02
Katie Reifschneider	100824	45.00
Kit Paper	100328	120.00
Knight Sanitation	993V	172.00
Lawson Products Inc	5826V	54.57
Liberty Mutual Insurance	100704	363.00
Linn Adams	9245E	40.00
Mail Services LLC	63827V	584.91
Malloy Reporting Service	100350	192.50
Marla Kay Williams	2268V	280.00
Marti Brooks	100705	50.00
Michael Roll	2683V	45.00
Mid American Energy	728V	43.49
Mid Iowa Growth Partnership	63518V	5,250.00
Mid-America Publishing Corp	62056V	290.90
Midland Power Cooperative	5999V	1,737.53
Midwest Liquid System Inc	4357V	425.34
Murphy Tractor & Equipment Co., Inc	2286V	214.62
NAPA Auto Parts	617V	802.97
R & D Industries, Inc.	100729	10,878.00
R Comm LLC	63277V	171.00
Ray O'Herron Co. Inc.	100539	38.49
Roger A. Howell	100818	700.00
Sadler Power Train Inc	5067V	403.82
Sue Buskohl	100825	236.25
Summit Food Service LLC	2332V	4,636.33
Times Citizen	538V	412.09
Truck Center Companies East LLC	100823	115.35
Tyler Business Forms	100779	70.00

**Vendor Publication Report****Payment Date Range: 02/24/2021 - 02/24/2021**

<b>Vendor Name</b>	<b>Vendor Number</b>	<b>Total Payments</b>
Van Wall Equipment, Inc.	2924V	677.64
Verlyn Mensing	100703	80.00
Vickie Swart	100820	45.00
W & H Cooperative Oil Company	100197	150.00
Wesley Wiese	522E	40.00
Youth & Shelter Services Inc	1896V	979.65
<b>Grand Total:</b>	<u>76,850.49</u>	



*Paul D. Pate*  
**Secretary of State**  
*State of Iowa*

# 28E Agreement

FOR OFFICE USE ONLY:

FILED

M511295

10/23/2018 3:30:48 PM

**PLEASE READ INSTRUCTIONS ON BACK BEFORE COMPLETING THIS FORM**

**Item 1.** The full legal name, organization type and county of each participant to this agreement are:

	Full Legal Name	Organization Type	*County
Party 1	Story County, Iowa	County	Story
Party 2	City of Ames	City	Story
Party 3	City of Story City	City	Story
Party 4	City of Roland	City	Story
Party 5	City of Randall	City	Hamilton

*\*Enter "Other" if not in Iowa*

**Item 2.** The type of Public Service included in this agreement is: 560 Planning  
 (Enter only one Service Code and Description) Code Number Service Description

**Item 3.** The purpose of this agreement is: *(please be specific)*  
 To establish the Headwaters of the South Skunk River Watershed Management Authority to enable cooperation in supporting watershed planning and improvements for the mutual advantage of the political subdivisions involved.

**Item 4.** The duration of this agreement is: *(check one)*  Agreement Expires \_\_\_\_\_  Indefinite Duration  
 [mm/dd/yyyy]

**Item 5.** Does this agreement amend or renew an existing agreement? *(check one)*  
 **NO**  
 **YES** Filing # of the agreement: \_\_\_\_\_  
 (Use the filing number of the most recent version filed for this agreement)  
 The filing number of the agreement may be found by searching the 28E database at: <http://sos.iowa.gov/28e>.

**Item 6.** Attach two copies of the agreement to this form if not filing online.

**Item 7.** The primary contact for further information regarding this agreement is: *(optional)*

**LAST** Name Harter **FIRST** Name Leanne  
 Title County Outreach & Special Projects Department County Outreach & Special Projects  
 Email lharter@storycountyiowa.gov Phone 5153827247



Return to: Leanne Harter

**Headwaters of the South Skunk River Watershed Management Authority Agreement  
Between Story County, Boone County, Hamilton County, Hardin County,  
City of Ames, City of Story City, City of Roland, City of Randall, City of Jewell, City of  
Ellsworth, City of Kamrar, City of Blairsburg, City of Williams,  
Story County Soil and Water Conservation District, Boone County Soil and Water  
Conservation District, Hamilton County Soil and Water Conservation District, and  
Hardin County Soil and Water Conservation District**

This Joint and Cooperative Agreement (hereinafter referred to as the “Agreement”) is entered into pursuant to the authority of the *Code of Iowa*, Chapter 28E on this 17<sup>th</sup> day of July, 2018 by and between Story County, Boone County, Hamilton County, Hardin County, City of Ames, City of Story City, City of Roland, City of Randall, City of Jewell, City of Ellsworth, City of Kamrar, City of Blairsburg, City of Williams, Story County Soil and Water Conservation District, Boone County Soil and Water Conservation District, Hamilton County Soil and Water Conservation District, and Hardin County Soil and Water Conservation District. All entities shall be referred to hereinafter as the “Cooperators”.

WHEREAS, *Code of Iowa* Section 466B authorizes two (2) or more political subdivisions, defined as including cities, counties and/or soil and water conservation districts, all of which must be located within the same United States Geological Survey Hydrologic Unit Code 8 watershed, to enter into agreement under Chapter 28E of the *Code of Iowa* to establish a watershed management authority to enable cooperation in supporting watershed planning and improvements for the mutual advantage of the political subdivisions involved; and

WHEREAS, pursuant to *Code of Iowa* Section 466B.23, a watershed management authority may perform all of the following duties:

- 1. Assess the flood risks in the watershed.
- 2. Assess the water quality in the watershed.
- 3. Assess options for reducing flood risk and improving water quality in the watershed.
- 4. Monitor federal flood risk planning and activities.
- 5. Educate residents of the watershed area regarding water quality and flood risks.
- 6. Allocate moneys made available to the authority for purposes of water quality and flood mitigation.
- 7. Make and enter into contracts and agreements and execute all instruments necessary or incidental to the performance of the duties of the authority. A watershed management authority shall not acquire property by eminent domain.

and;

WHEREAS, Story County, Boone County, Hamilton County, Hardin County, City of Ames, City of Story City, City of Roland, City of Randall, City of Jewell, City of Ellsworth, City of Kamrar, City of Blairsburg, City of Williams, Story County Soil and Water Conservation District, Boone County Soil and Water Conservation District, Hamilton County Soil and Water Conservation District, and Hardin County Soil and Water Conservation District all deem establishment of the Headwaters of the South Skunk River Watershed Management Authority (the Authority), a



watershed management authority encompassing all three Hydrologic Unit Code 10 (HUC 10) watersheds, to be of mutual advantage; and

WHEREAS, it is mutually desired to enter into this Agreement pursuant to *Code of Iowa* Chapter 28E for the purpose of establishing the Headwaters of the South Skunk River Watershed Management Authority to carry out watershed planning and improvements in the Headwaters of the South Skunk River Watershed.

NOW THEREFORE, it is agreed by and between the parties as follows:

**SECTION 1. IDENTITY OF THE PARTIES.**

- 1.1 The Counties of Story, Boone, Hamilton, and Hardin are each a municipality of the State of Iowa, organized and operating pursuant to *Code of Iowa* Chapter 331. Their respective addresses are:

Story County  
900 Sixth Street  
Nevada, Iowa 50201

Boone County  
201 State Street  
Boone, Iowa 50036

Hamilton County Courthouse  
2300 Superior Street, Suite 3  
Webster City, Iowa 50595

Hardin County Courthouse  
1215 Edgington Ave  
Eldora, Iowa 50627

- 1.2 The Cities of Ames, Story City, Roland, Blairsburg, Ellsworth, Jewell, Kamrar, Williams, and Randall are each a municipality of the State of Iowa, organized and operating pursuant to *Code of Iowa* Chapter 364. Their respective addresses are:

City of Ames  
515 Clark Avenue  
Ames, Iowa 50010

City of Story City  
504 Broad Street  
Story City, Iowa 50248

City of Roland  
202 East Ash Street/P.O. Box 288  
Roland, Iowa 50236

City of Randall  
Box 36  
Randall, Iowa 50231

City of Blairsburg  
PO Box 100  
Blairsburg, IA 50034

City of Ellsworth  
1528 DeWitt St.  
Ellsworth, IA 50075

City of Jewell  
701 Main St.  
Jewell, IA 50130

City of Kamrar  
PO Box 77  
Kamrar, IA 50132

City of Williams  
PO Box 7  
Williams, IA 50271

- 1.3 The Soil and Water Conservation Districts of Story, Boone, Hardin, and Hamilton are each a governmental division of the State of Iowa as defined in *Code of Iowa* Section 161A.3(6) and a soil and water conservation district established pursuant to Iowa Code Section 161A.5(1). Their respective addresses are:

Story County SWCD  
510 South 11<sup>th</sup> Street  
Nevada, Iowa 50201

Boone County SWCD  
1602 Snedden Drive  
Boone, Iowa 50036

Hamilton County SWCD  
1921 Superior Street  
Webster City, IA 50595-3145

Hardin County SWCD  
840 Brooks Road  
Iowa Falls, Iowa 50126

## **SECTION 2. HEADWATERS OF THE SOUTH SKUNK RIVER WATERSHED BOUNDARY**

The area within this Agreement are those lands draining to the South Skunk River above its confluence with Squaw Creek, and shall be known as the Headwaters of the South Skunk River Watershed Boundary. This Boundary is shown in Attachment A.

## **SECTION 3. PURPOSE.**

- 3.1 The purpose of this Agreement is to provide for the manner in which the parties shall cooperate with one another to successfully encourage, plan for, and implement watershed activities within the Headwaters of the South Skunk River Watershed, including but not limited to the following activities authorized pursuant to *Code of Iowa* Section 466B.23:
- 3.1.1 Assess the flood risks in the watershed.
  - 3.1.2 Assess the water quality in the watershed.
  - 3.1.3 Assess options for reducing flood risk and improving water quality in the watershed.
  - 3.1.4 Monitor federal flood risk planning and activities.
  - 3.1.5 Educate residents of the watershed area regarding water quality and flood risks.
  - 3.1.6 Seek and allocate moneys made available to the Authority for purposes of water quality and flood mitigation.
  - 3.1.7 Make and enter into contracts and agreements and execute all instruments necessary or incidental to the performance of the duties of the Authority. The Authority shall not acquire property by eminent domain.

#### **SECTION 4. NO SEPARATE ENTITY CREATED.**

- 4.1 It is the intention of this Agreement that there be no new or additional legal or administrative entity created by this Agreement, nor that the inherent governmental powers of any Cooperator be affected in any way beyond the terms of this Agreement.
- 4.2 A joint board of the Cooperators known as the Headwaters of the South Skunk River Watershed Management Authority Board (the Board) shall be responsible for coordinating watershed planning and improvements. The Board shall be comprised of one appointee from each county, city, and district participating in this Agreement.
- 4.3 Once established, the Board will develop governing bylaws.

#### **SECTION 5. DURATION.**

This Agreement shall be in effect in perpetuity until terminated pursuant to Section 13.

#### **SECTION 6. POWERS AND DUTIES.**

- 6.1 The parties to this Agreement shall retain all powers and duties conferred by law but shall work together in the exercise of such powers and the performance of this Agreement. These powers shall not be transferred to the Watershed Management Authority. Each party shall be responsible for:
- 6.1.1 identifying opportunities for funding and in-kind support for the undertaking of watershed planning and improvements within the Headwaters of the South Skunk River Watershed;
  - 6.1.2 identifying opportunities for infrastructure development and planning capable of assessing and mitigating flood risks in the Headwaters of the South Skunk River Watershed;
  - 6.1.4 participating in educational/outreach programs regarding water quality and flood risks;

- 6.1.5 identifying opportunities for infrastructure development and planning to assess and mitigate water quality in the Headwaters of the South Skunk River Watershed;
- 6.1.6 providing support for the administration of any projects, including technical, financial and clerical, as agreed to by the Cooperators;
- 6.1.7 securing such financing, including grants, loans and the issuance of bonds of loan agreements, as determined by the respective party to be necessary or desirable to achieve the objectives of the agreement;
- 6.1.8 designing and bidding of projects;
- 6.1.9 administering contracts; and
- 6.1.10 observing construction.

#### **SECTION 7. MANNER OF FINANCING.**

The Board may solicit, accept and receive donations, endowments, gifts, grants, reimbursements and other such funds as necessary to support work pursuant to this Agreement. It is agreed and understood by the parties hereto that no financial obligations upon any cooperator are intended to be created hereby.

No action to contribute funds by a Board member of the Authority is binding on the Cooperator that he or she represents without official approval by the governing body of that Cooperator. No Cooperator may be required to contribute funds to the Authority, except to fulfill any obligation previously made by official action by the governing body of the Cooperator.

The Board will review each opportunity for funding or in-kind support. After review of the opportunity, a fiscal agent will be nominated. The fiscal agent would be a Cooperator or other organization meeting the fiscal agent standards outlined in the bylaws. Should no Cooperator or other organization accept the nomination of fiscal agent for the opportunity, the opportunity will not be considered.

#### **SECTION 8. ENTIRE AGREEMENT.**

This Agreement represents the entire understanding among the Cooperators and no Cooperator is relying on any representation or understanding which may have been made by another Cooperator and which is not included in this Agreement.

#### **SECTION 9. SEVERABILITY/INVALIDITY.**

If any term, provision or condition of this Agreement shall be determined to be invalid by a court of law, such invalidity shall in no way effect the validity of any other term, provision or condition of this Agreement, and the remainder of the Agreement shall survive in full force and effect unless to do so would substantially impair the rights and obligations of the Cooperators to this Agreement or substantially frustrate the attainment of the purposes of this Agreement.

#### **SECTION 10. GOVERNING LAW.**

This Agreement shall be governed by and interpreted under the laws of the State of Iowa.

## **SECTION 11. AMENDMENTS.**

- 11.1 This Agreement may be amended at any time by an affirmative vote of the majority of the governing bodies of all Cooperators. Any Cooperator desiring an amendment to this Agreement shall notify the other Cooperators of its desire, and the reasons for the request.
- 11.2 Such a request shall be in writing to the other governing bodies of the Cooperators, and shall be considered by their governing body without unreasonable delay and within no more than ninety (90) days of receipt.
- 11.3 If the request is agreed to by the other Cooperators, each Cooperator shall prepare and submit to the others a certified resolution confirming the affirmative vote of the Cooperator's governing body.
- 11.4 The Amendment shall take effect ten (10) days following receipt of the last such resolution by the other Cooperators. Amendments shall be filed and recorded as required by Section 16 hereof.

## **SECTION 12. ADDITIONAL COOPERATORS**

- 12.1 A City, County, or Soil and Water Conservation District within the Headwaters of the South Skunk River Watershed who is not a Cooperator, may request, in writing to all Cooperators, to become a Cooperator.
- 12.2 Such a request shall be considered and decided by a 2/3 vote of the Board, and shall become effective when the new Party has signed the then-current Agreement pursuant to a resolution of its governing body and requisite filing with the Iowa Secretary of State and/or County Auditor has been accomplished.

## **SECTION 13. TERMINATION OF AGREEMENT.**

This agreement shall terminate upon the mutual agreement of the governing bodies of all Cooperators in the Authority. Upon termination, all property and money then owned by the Authority shall be distributed equally among its members after payment of all debts. Any funds donated under a stipulation limiting their use shall be dispersed consistent with the owner's direction. The governing body of each jurisdiction may individually terminate their participation in the agreement after providing the Authority a ninety (90) days' prior written notice of intent to terminate. Such termination shall be effective on the expiration of the ninety (90) days.

## **SECTION 14. EFFECTIVE DATE.**

This Agreement shall take effect upon execution by the Cooperators as required by law, and filing with the Secretary of State in an electronic format.

## **SECTION 15. NOTICES.**

Notices under this Agreement shall be in writing and delivered to the representative of the party to receive notice (identified below) at the address of the party designated to receive notice for each Cooperator as set forth in this Agreement. The effective date of any notice under this Agreement shall be the date of actual delivery of such notice and not the date of dispatch. The preferred means of notice shall be either actual hand delivery, certified US Mail, return receipt

requested with postage prepaid thereon, or by recognized overnight delivery service, such as FedEx or UPS.

Notices shall be delivered to the following persons at each Cooperator:

Story County: Chairperson, Story County Board of Supervisors  
Story County Administration Building  
900 Sixth Street  
Nevada, Iowa 50201

Boone County: Chairperson, Boone County Board of Supervisors

Boone County Administration  
201 State Street  
Boone, Iowa 50036

Hardin County: Chairperson, Hardin County Board of Supervisors

Hardin County Courthouse  
1215 Edgington Ave  
Eldora, Iowa 50627

Hamilton County: Chairperson, Hamilton County Board of Supervisors

Hamilton County Courthouse  
2300 Superior Street, Suite 3  
Webster City, Iowa 50595

Ames: Mayor, City of Ames  
City Hall  
515 Clark Avenue  
Ames, Iowa 50010

Story City: Mayor, City of Story City  
504 Broad Street  
Story City, Iowa 50248

Roland: Mayor, City of Roland  
202 East Ash Street/P.O. Box 288  
Roland, Iowa 50236

Randall: Mayor, City of Randall  
Box 36  
Randall, Iowa 50231

Blairsburg: Mayor, City of Blairsburg  
PO Box 100  
Blairsburg, IA 50034

Ellsworth: Mayor, City of Ellsworth

1528 DeWitt St.  
Ellsworth, IA 50075

Jewell: Mayor, City of Jewell  
701 Main St.  
Jewell, IA 50130

Kamrar: Mayor, City of Kamrar  
PO Box 77  
Kamrar, IA 50132

Williams: Mayor, City of Williams  
PO Box 7  
Williams, IA 50271

Story County Soil and Water Conservation District:

Chairperson, Story County SWCD  
510 South 11<sup>th</sup> Street  
Nevada, Iowa 50201

Boone County Soil and Water Conservation District:

Chairperson, Boone County SWCD  
1602 Snedden Drive  
Boone, Iowa 50036

Hamilton County Soil and Water Conservation District:

Chairperson, Hamilton County SWCD  
1921 Superior Street  
Webster City, IA 50595-3145

Hardin County Soil and Water Conservation District:

Chairperson, Hardin County SWCD  
840 Brooks Road  
Iowa Falls, Iowa 50126

## **SECTION 16. RECORDATION.**

This Agreement shall be recorded pursuant to the requirements of *Code of Iowa*, Chapter 28E.

## **SECTION 17. ENTIRE AGREEMENT.**

This Agreement and attachments attached hereto constitute the entire Agreement, among the Cooperators and supersedes or replaces any prior agreements among the Cooperators relating to its subject matter.

**SECTION 17. ENTIRE AGREEMENT.**

This Agreement and attachments attached hereto constitute the entire Agreement, among the Cooperators and supersedes or replaces any prior agreements among the Cooperators relating to its subject matter.

**SECTION 18. NO WAIVER.**

The waiver or acceptance by any Cooperator of a breach or violation of any provisions of this Agreement by another cooperator shall not operate as, or be construed to be, a waiver of any subsequent breach.

**SECTION 19. NO ASSIGNMENT OR DELEGATION.**

Neither this Agreement, nor any right or obligation under it, may be assigned, transferred or delegated in whole or in part to any outside party without the prior written consent of all the Cooperators.

**SECTION 20. AUTHORITY AND AUTHORIZATION.**

Each party to this Agreement represents and warrants to the other that it has the right, power and authority to enter into and perform its obligations under this Agreement; and that it has taken all requisite actions necessary to approve the execution, delivery and performance of this Agreement, and that this Agreement constitutes a legal, valid and binding obligation upon itself in accordance with the terms of the Agreement.

**SECTION 21. HEADINGS AND CAPTIONS.**

The paragraph headings and captions set forth in this Agreement are for identification purposes only and do not limit or construe the contents of the paragraphs.

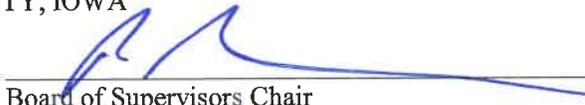
**SECTION 22. COUNTERPARTS.**

The Cooperators agree that this Agreement has been or may be executed in several counterparts, each of which shall be deemed an original and all such counterparts shall together constitute one and the same instrument.

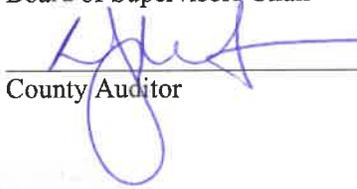
Dated this 17<sup>th</sup> day of JULY, 2018.

STORY COUNTY, IOWA

BY:

  
\_\_\_\_\_  
Board of Supervisors Chair

ATTEST:

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



NOT PARTICIPATING  
AT THIS TIME

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

BOONE COUNTY, IOWA

BY:

\_\_\_\_\_  
Board of Supervisors Chair

ATTEST:

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

NOT PARTICIPATING  
AT THIS TIME

HAMILTON COUNTY, IOWA

BY:

\_\_\_\_\_  
Board of Supervisors Chair

ATTEST:

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

NOT PARTICIPATING  
AT THIS TIME

HARDIN COUNTY, IOWA

BY:

\_\_\_\_\_  
Board of Supervisors Chair

ATTEST:

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

Dated this 2<sup>ND</sup> day of AUGUST, 2018.

AMES, IOWA

BY:



Mayor

ATTEST:



City Clerk



APPROVED AS TO FORM  
BY   
JANE CHANG  
ASSISTANT CITY ATTORNEY

Dated this 7<sup>th</sup> day of August, 2018.

STORY CITY, IOWA

BY:

  
\_\_\_\_\_

Mayor

ATTEST:

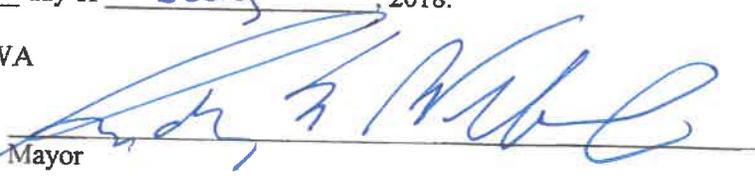
  
\_\_\_\_\_

City Clerk

Dated this 6<sup>th</sup> day of July, 2018.

ROLAND, IOWA

BY:

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

Dated this 11 day of September, 2018.

RANDALL, IOWA

BY:

  
Mayor

ATTEST:

  
City Clerk

NOT PARTICIPATING  
AT THIS TIME

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

BLAIRSBURG, IOWA

BY:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

NOT PARTICIPATING  
AT THIS TIME

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

KAMRAR, IOWA

BY:

\_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

City Clerk

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

NOT PARTICIPATING  
AT THIS TIME

JEWELL, IOWA

BY:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

NOT PARTICIPATING  
AT THIS TIME

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

ELLSWORTH, IOWA

BY:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Dated this \_\_\_\_ day of \_\_\_\_\_, 2018.

NOT PARTICIPATING  
AT THIS TIME

WILLIAMS, IOWA

BY:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Dated this 10 day of July, 2018.

STORY COUNTY SOIL AND WATER CONSERVATION DISTRICT  
STORY COUNTY, IOWA

BY: Jerald Fitzgerald  
Chairperson

ATTEST: Jayne C. Amsal  
Secretary

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

NOT PARTICIPATING  
AT THIS TIME

BOONE COUNTY SOIL AND WATER CONSERVATION DISTRICT  
BOONE COUNTY, IOWA

BY:

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
Secretary

Dated this 20<sup>th</sup> day of August, 2018.

HAMILTON COUNTY SOIL AND WATER CONSERVATION DISTRICT  
HAMILTON COUNTY, IOWA

BY: Linda Prusmann  
Chairperson

ATTEST: Kim Olson  
Secretary

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

NOT PARTICIPATING  
AT THIS TIME

HARDIN COUNTY SOIL AND WATER CONSERVATION DISTRICT  
HARDIN COUNTY, IOWA

BY:

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
Secretary

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

HARDIN COUNTY, IOWA

BY: \_\_\_\_\_

Board of Supervisors Chair

ATTEST: \_\_\_\_\_

County Auditor

IN WITNESS WHEREOF, HARDIN COUNTY EXECUTES THE INTERGOVERNMENTAL AGREEMENT AMENDMENT, EFFECTIVE \_\_\_\_\_, 2021.

BY: \_\_\_\_\_

BJ Hoffman  
Hardin County Board of Supervisors, Chairperson

ATTEST: \_\_\_\_\_

Jolene Pieters  
Hardin County Auditor

**ACKNOWLEDGEMENT BY NOTARY**

STATE OF IOWA        )  
  )ss.  
HARDIN COUNTY        )

**On this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me the undersigned, a Notary Public in and for said County and State, personally appeared BJ Hoffman and Jolene Pieters, to me personally known, who, being sworn, did say that they are the Chairperson of the Board of Supervisors and County Auditor of Hardin County, Iowa respectively; that the seal affixed hereto is the seal of said Hardin County; that said instrument was signed and sealed on behalf of the said Hardin County, Iowa by authority of its Board of Supervisors and that said BJ Hoffman and Jolene Pieters as such officers, acknowledge the execution of said instrument to be the voluntary act and deed of said County, it and by them voluntarily executed.**

\_\_\_\_\_  
Notary Public in and for Said County  
and State of Iowa

**Applicant License Application ( )**

**FILED**

**FEB 17 2021**

**HARDIN COUNTY AUDITOR**

<b>Name of Applicant:</b> <u>Jolene sager</u>		
<b>Name of Business (DBA):</b> <u>Crazy Acres Old Goat Barn Bar and Grill</u>		
<b>Address of Premises:</b> <u>2253 30th street</u>		
<b>City</b> <u>Ackley</u>	<b>County:</b> <u>Hardin</u>	<b>Zip:</b> <u>50601</u>
<b>Business</b>	<u>(641) 751-4350</u>	
<b>Mailing</b>	<u>207 k Avenue</u>	
<b>City</b> <u>Grundy center</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50638</u>

**Contact Person**

<b>Name</b> <u>Jolene sager</u>
<b>Phone:</b> <u>(641) 751-4350</u> <b>Email</b> <u>jolene25@rocketmail.com</u>

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 04/01/2021

**Expiration Date:** 01/01/1900

**Privileges:**

Class C Liquor License (LC) (Commercial)

Sunday Sales

**APPROVED BY HARDIN COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

**Status of Business**

<b>BusinessType:</b> <u>Sole Proprietorship</u>
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u> <b>Federal Employer ID</b> <u>XXXXXXXXXX</u>

**Ownership**

**Jolene Sager**

**First Name:** Jolene

**Last Name:** Sager

**City:**

**State:** Iowa

**Zip:** 50638

**Position:** Owner

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b>	
<b>Policy Effective Date:</b>	<b>Policy Expiration</b>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

# Powers Construction

Adan Powers  
General Contractor

Po box 261  
Hubbard, Iowa  
50122

Cell: 515-215-5565

---

Estimate

Date: 1-31-21

Name: Hardin County emergency management  
Job location: 1031 Edgington Ave, Eldora

<b>Description Labor&amp;Material</b>	<b>cost</b>
Material for 400ft of snow rail	\$1,000
Lift/Machinery fee	\$1,000
Install fee	\$2,000
Steep roof fee (any roof past 8/12 pitch)	\$500 per person (two)
<b>Total:</b>	<b>\$5,000</b>

This estimate includes all material and labor needed to complete each task as listed. If the contractor runs into anything unexpected, the homeowner and contractor will discuss a final bill before any work proceeds.

Thank you for your business!

If you have any questions, feel free to contact me any time!

Adan Powers  
General Contractor

## Powers Construction

Adan Powers  
General Contractor

Po box 261  
Hubbard, Iowa  
50122

Cell: 515-215-5565



### Estimate

Date: 1-27-21

Name: Hardin County Emergency management  
Job Location: 1031 Edgington Ave, Eldora.

Description Labor&Material	cost
Install two rows (400ft) of snow guard on metal roof	\$5,000
Total:	\$5,000

This estimate includes material and labor. Should the contractor run into any unexpected issues, the labor and material may cost more.

Thank you for your business!  
If you have any questions, feel free to contact me any time!

Adan Powers  
General Contractor





**HARDIN COUNTY**  
Employee Change of Status Report

Please enter the following change(s) as of: February 16, 2021

Name: Hall, Jensyn

Address: Iowa Falls, IA

Department: Sheriff's Office

Position: Correctional Officer

Fund \_\_\_\_\_

Gross \_\_\_\_\_

Salary or Hourly Rate: \$16.48/hr

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

Reason for change:

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

(date)

( ) Other:

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

Last day of work will be: \_\_\_\_\_

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

Vacation:

Comp:

Authorized by:  Date: 02-11-2021  
Elected Official or Department Head

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