

March 20, 2023

The Bremer County Board of Supervisors met in session on Monday, March 20, 2023 in the Courthouse, Waverly, Iowa, at 9:00 a.m. Cerwinske, Hildebrandt, present. Kassandra Johansen, Finance Director, also present. Unless otherwise noted all actions were approved unanimously. Some Resolutions and Ordinances herein are summary descriptions, full text is available for viewing online at: [https://www.bremercounty.iowa.gov/government/resolutions\\_and\\_ordinances.php](https://www.bremercounty.iowa.gov/government/resolutions_and_ordinances.php) and also available M – F 8:00 AM to 4:30 PM in the Bremer County Auditor’s office.

Following the Pledge of Allegiance, the meeting was called to order by Vice-Chair Cerwinske. Cerwinske moved/Hildebrandt second to approve the agenda. Lindley Sharp, Public Health Director, present.

Board met with Lindley Sharp, Public Health Director, for a department update.

Hildebrandt moved/Cerwinske second to approve the 3/13/23 minutes.

Hildebrandt moved/Cerwinske second to approve claims as listed below and authorize Auditor to issue checks.

Hildebrandt moved/Cerwinske second to approve payroll step increases for Kacie Erwin, Jailer, from \$46,126/yr to \$49,128/yr, effective 3/23/23 and Krystal Martens, part-time Jailer from \$20.85/hr to \$22.30/hr, effective 3/25/23.

Board discussed a request from Ben Kuhlmann for an extension on payment of property taxes and a waiver of penalty fees and interest on parcels 0424379013, 0424327016, and 0704278005. Hildebrandt moved/Cerwinske second to deny request based on Iowa Code.

Board discussed FY24 Budget & SSB 1125.

Board met with Travis Toliver & Tiffany Schrage, Waverly Chamber of Commerce, for an update.

Board met with Landon Moore, Engineer, for a weekly department update. Barb Meeker, Human Resources, present.

Hildebrandt moved/Cerwinske second to approve a Utility Permit for Butler Bremer Communications for installation of fiber optic along Garden Ave, Hawthorne Ave, and 275<sup>th</sup> St in Jackson and Jefferson Townships contingent upon them moving it from the shoulder to the back slope.

Hildebrandt moved/Cerwinske second to approve a Utility Permit for Black Hills Energy for installation of natural gas line along Oakland Ave in Maxfield Township.

Hildebrandt moved/Cerwinske second to approve a Utility Permit for Iowa Regional Utilities Association for installation of underground water line along Parkview Rd and Arrowhead Ridge Rd in Jefferson Township.

Hildebrandt moved/Cerwinski second to authorize Board Vice-Chair to sign a contract between Bremer County and Aspro, Inc. for Bremer County HMA Resurfacing Project L-L-10-123—73-09 (Larrabee Ave).

Hildebrandt moved/Cerwinski second to authorize Board Vice-Chair to sign a contract between Bremer County and Heartland Asphalt, Inc. for Bremer County HMA Resurfacing Project L-L-9-125—73-09 (Whitetail Subdivision).

Hildebrandt moved/Cerwinski second to authorize Board Vice-Chair to sign a contract between Bremer County and Heartland Asphalt, Inc. for Bremer County HMA Resurfacing Project L-L-5-124—73-09 (Shilo and Shelby Ridge Subdivisions).

Moore presented a request to revise the Bremer County Highway Department Supplemental Employee Handbook to allow employees to earn compensation time instead of paying overtime. Hildebrandt moved/Cerwinski second to table the discussion until a Department Head survey by Meeker is complete.

Moore presented a request for an addition to the Bremer County Handbook Policy – Volunteer Emergency Services Policy. Hildebrandt moved/Cerwinski second to approve the addition striking Reserve Peace Officers in paragraph A.

Board met with Barb Meeker, Human Resources, for a department update. Meeker presented a wellness opportunity for employees during the annual open enrollment period. Hildebrandt moved/Cerwinski second to approve offering a wellness opportunity for employees during the annual open enrollment period. Moore exited. Isaiah Corbin, INRCOG, entered.

Meeker presented the Weapons on Bremer County Property Policy. Hildebrandt moved/Cerwinski second to approve an addition to the Bremer County Handbook Policy – 2.16 Weapons on Bremer County Property Policy.

Board met with Isaiah Corbin, INRCOG, to discuss the Invitation to Qualify (ITQ) Broadband Intervention Zones application process for future grant funding opportunities for broadband. Hildebrandt moved/Cerwinski second to Approve a Memorandum of Understanding (MOU) with the Iowa Northland Regional Council of Governments (INRCOG) for services to complete the ITQ application and Adopt RESOLUTION NO. 23-22 authorizing the chairperson to sign a memorandum of understanding with the Iowa Northland Regional Council of Governments (INRCOG) for services to complete the ITQ application through the Office of the Chief Information Officer. WHEREAS, the Board of Supervisors of the County of Bremer, Iowa, desires to make an application to the Office of the Chief Information Officer (OCIO); and WHEREAS, INRCOG has the personnel and experience with the development of said applications; NOW THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Bremer, Iowa, authorizes the Chairperson to sign a memorandum of understanding with the Iowa Northland Regional Council of Governments for the development and submission of the ITQ application. Passed and adopted this 20<sup>th</sup> Day of March, 2023.

Board/Committee updates: Hildebrandt attended INRCOG Advisory Committee for Regional Transit Commission, Executive INRCOG, INRCOG Board, INRCOG Technical Committee & Drainage District #5 informational meeting. Cerwinski attended Drainage District #5 informational meeting.

Susi LaRue, Deputy Commissioner of Elections, presented the Administrative Recount Report for the Absentee Ballots cast in the March 7, 2023 Hawkeye Community College Special Election. Hildebrandt moved/Cerwinske second to accept the Administrative Recount Report. Board of Supervisors Re-Canvassed the March 7, 2023 Hawkeye Community College Special Election. Landon Moore, Engineer, present.

Hildebrandt moved/Cerwinske second to adjourn at 11:40 a.m.

Board met as Trustees of the Bremer County Drainage Districts at 11:45 a.m. in the Courthouse, lower level, Supervisors' Office. Minutes recorded by Jennifer Bremner, Real Estate Deputy/Drainage Clerk.

The above and foregoing is a true and correct copy of the minutes and proceedings of a regular session of the March 20, 2023 meeting of the Bremer County Board of Supervisors.

\_\_\_\_\_  
Corey Cerwinske, Vice-Chairman

Attest: \_\_\_\_\_  
Jennifer Bremner, Auditor Designee

Claims Publication Summary 3/20/23:

Access Systems	Copier Lease/ Overages	317.62	2
Adam Hoffman	Employee Reimbursement (Office Supplies)	385.44	2
Ahlers & Cooney PC	Legal Fees	140.00	
Alliant Energy - IP&L	Utilities	343.89	3
Amazon Capital Services	Office Supplies	37.77	
Barbara Gielau	Election Official	281.50	
Barbara Meeker	Election Official	27.00	
Black Hawk Co Landfill	Garbage Fees	2,756.80	
Black Hawk Co Sheriff	Service of Notice	482.47	2
Blackhawk Environmental Testing, Inc.	Environmental Testing	22,850.94	
BMC Aggregates LC	Road Rock	4,322.71	2
Braeden Goding	Mileage Reimbursement	5.00	
Bremer Co Conservation Board	Petty Cash Reimbursement	19.39	
Bremer Co Highway Dept	Fuel	2,324.03	8
Bremer Co Sheriff	Service of Notice	266.19	
Bully Fabrication	Materials	2,220.00	
Butler Co Rec	Utilities	525.93	2
Butler Co Sheriff	Service of Notice	36.00	
Butler-Bremer Communications	Internet/ Phone Service/ Utilities	168.30	2
Calhoun-Burns & Assoc Inc	Legal Fees	22,570.00	3
Carl Roxberg	Election Official	203.00	

Carolyn Mohlis	Election Official	301.00	
Cedar Valley Reporting, LLC	Court Transcripts	124.80	
Central Iowa Distributing Inc.	Jail Supplies	177.00	
Century Link	Phone Service	33.95	
Charm-Tex Inc.	Jail Supplies	208.50	
Cintas	Safety Supplies/ Sundry	690.89	3
City Of Tripoli	Utilities	182.50	2
Darrel Steege	Election Official	216.00	
Deb Stahlhut	Election Official	312.00	
Dell Marketing LP	COVID Technology Upgrades	16,346.07	
Diane Steege	Election Official	216.00	
Dixie Kramer	Election Official	238.00	
Donna McNulty	Election Official	225.00	
Don's Truck Sales Inc	Parts	674.52	
Duane Hildebrandt	Mileage	421.50	
East-Central Iowa Rec	Utilities	45.81	
Elizabeth A Fagerlind	Sundry Service	650.00	
Endeavors Wilderness & Wellness	Wilderness First Aid Training	155.00	
Farmers Win Coop	LP Tank Lease/ Utilities	1,454.15	4
Frederika Community Bldg	Building Rent	40.00	
GFC Leasing - Wi	Copier Lease	232.61	
Gordon Flesch Co Inc.	Copier Lease	69.66	2
Grainger	Parts	19.13	
Harris Local Government	Software Fee	644.45	
Hawkeye Fire & Safety Co	Fire Safety Inspection	170.80	
Horizon Publishing Co	Publications	11.25	
IA Co Recorders Assoc	Conference	100.00	
Iowa Base, Inc.	Concrete Benches	600.00	
Iowa Law Enforcement Academy	Training Fee	525.00	2
Iowa Prison Industries	Sign Expense	160.00	
Jacobson-Westergard & Associates	Engineering Services	1,022.60	2
Jacqueline Hoggins	Election Official	333.00	
Janesville Events Center	Building Rent	40.00	
Janet Castor	Election Official	334.00	
Jeanette Pagel	Election Official	240.00	
Jerry Roling Mts Inc.	Vehicle Maintenance	71.95	
Joanne Danielsen	Election Official	201.00	
John Deere Financial	Vehicle Parts/ Tools/ Supplies	189.80	7
Johnson Co Sheriff	Service Of Notice	111.31	
Jolene White	Election Official	198.00	
Joyce Gitch	Election Official	232.00	
Judy Schneider	Election Official	229.00	
Kailey Heidemann	Employee Reimbursement	152.59	
Kaiser Corson Funeral Home Inc.	Autopsy	1,370.00	
Karl Chevrolet	Vehicle Purchase (3)	121,571.00	
Kathryn Bremner	Election Official	236.00	

Kathy Behnke	Election Official	215.25	
Kerri Wilson	Election Official	228.50	
Kip Ladage	Medical Examiner	375.00	
Lessin Supply Co	Parts	41.92	
Liddle's Ecowater Systems	Water Bottles	29.40	
Lisa McNeilus	Election Official	209.00	
Lisa Nelson	Election Official	242.00	
Lynne Bellile	Election Official	284.00	
Mail Services LLC	Postage Service	943.92	
Mariah Birgen	Election Official	285.00	
Mary Dietz	Election Official	101.50	
McCloud Services	Sundry Service	66.00	
MercyOne Waverly	Medical Examiner	538.75	2
Michelle Wolf	Mileage Reimbursement	112.50	
MidAmerican Energy Co	Utilities	2,672.93	5
Miller Hardware	Maintenance Supplies/ Parts	120.22	4
Mitko LLC	Parts	1,302.86	2
Mph Industries Inc.	Vehicle Repair	2,239.00	
Nancy Maifield	Election Official	36.00	
Nancy Schneider	Election Official	52.00	
Napa Auto Parts	Paint	1.68	
Niehaus Welding Works	Parts	1,275.00	
North IA Juvenile Detention	Juvenile Detention	2,550.00	
Northland Products Co	Supplies	2,788.95	2
NRolltech	Software Fee	1,650.00	
MercyOne Medical Group	Occupational Health Services	170.00	
O'Reilly Automotive Inc.	Parts	22.94	
P & K Midwest Inc.	Equipment Parts	560.30	
Phoenix Supply	Jail Supplies	3,694.50	
Pulcir, Inc.	Vaccine Freezer	12,990.00	
Ray Dietz	Election Official	213.00	
Richard Pagel	Election Official	223.00	
Riley's Inc.	Office Furniture	450.00	
Rodney Diercks	Medical Examiner	168.75	
Roling Ford LLC	Vehicle Maintenance	32.96	
Roxanne Duffy-Miller	Election Official	241.00	
Sandra Kokotan	Election Official	178.00	
Sandra Velador	Employee Reimbursement	141.81	
Sara Petersen	Election Official	75.00	
Schumacher Elevator Co	Elevator Maintenance	271.69	
Scott Pharmacy Inc.	Prescriptions	498.56	
Seat Treasurer	Election Training	175.00	3
Sharon Funk	Election Official	231.00	
Snap On Tools	Tools	61.25	
Spahn & Rose Lumber Co	Sundry Supplies	44.60	3
Stephenie Steege	Mileage Reimbursement	6.50	

Storey Kenworthy /Matt Parrott	Custodial Supplies	253.06	2
Summit Food Service LLC	Inmate Meals	10,150.93	
Sumner American Legion Hall	Building Rent	40.00	
Sumner Building Center Inc.	Lumber	149.88	
Susan Elliott	Election Official	216.00	
Susi Larue	Mileage Reimbursement	48.00	
Tatroe Electric Inc.	Sundry Service	8,900.00	
The Jones Law Firm	Legal Fees	412.50	
The Masters Touch LLC	Postage	227.29	
The Printery	Printing Services	240.50	
Thrifty White Pharmacy	Inmate Prescriptions	485.76	
Truck Center Companies	Outside Service/ Parts	3,337.51	5
Us Cellular Corp	Phone Service	487.73	2
Us Post Office - Tripoli	Stamps	126.00	
Verizon Connect NWF Inc.	GPS	473.57	
	Mobile Data/ Phone & Internet		
Verizon Wireless	Service	518.91	6
Visa	Business Expense	1,185.16	6
Wanda Epley	Election Official	289.00	
Waste Management	Utilities	46.15	
Waverly Health Center	Safety	210.00	2
Waverly Newspapers	Publications	391.62	2
Waverly Utilities	Utilities/ Phone & Internet Service	931.16	9
Wix Water Works	Water Cooler Rent	34.00	
Woodman Controls Co	Tech Maintenance	600.00	
Ziegler Inc.	Outside Service	70,214.00	2
	Total	350,841.79	
<u>Assessor's</u>			
Bremer Co Highway Dept	Fuel	48.62	
Horizon Publishing Co	Publications	85.29	
Signs And Designs	Office Supplies	80.00	
US Cellular Corp	Phone Service	88.05	
Vanguard Appraisals	Reappraisal	48,744.00	
	Total	49,045.96	
<u>CBS</u>			
Bremer Co Highway Dept	Fuel	414.29	
Bremer Co Maintenance Dept	Grounds Maintenance	404.83	
Capital One	Supplies	14.97	
Gordon Flesch Co	Copier Lease	94.40	
ICareManager, LLC	Documentation Software	875.00	
Kaleb Grimm	Employee Reimbursement	32.00	
MidAmerican Energy Co	Utilities	199.27	
Miller Hardware	Supplies	3.66	
Murray Arends	Document Shredding	8.70	
Storey Kenworthy/ Matt Parrott	Office/ Custodial Supplies	464.02	
The Shredder	Document Shredding	48.00	

US Cellular	Phone Service	41.63
Waverly Utilities	Utilities/ Phone & Internet Service	2,625.57
	Total	5,226.34
	<b><u>GRAND TOTAL</u></b>	405,114.09