

July 7th, 2020

The Board of Supervisors of Shelby County, Iowa, met pursuant to law and rules of said board in regular session at 9:00 a.m. via electronically broadcast video with the following members present Charles Parkhurst, Chairman; Darin Haake, Vice-Chairperson; Supervisor Steve Kenkel and Mark Maxwell, Clerk.

The Chair asked that any conflict of interest be stated concerning any item on the agenda. No conflicts were stated.

A motion was made by Kenkel and seconded by Haake to approve the agenda with no additions. AYES: Unanimous NAYES: None

The claims from June 29th were approved after a motion by Haake and a second by Kenkel. The motion carried unanimously.

A motion was made by Kenkel with a second by Haake, to approve the minutes of the June 16th regular meeting and the June 23rd special meeting. AYES: Unanimous NAYES: None

Chairman Parkhurst then recessed the meeting and opened the required hearing to explain the Grant. Mark Maxwell, Shelby County Auditor thanked Todd Valline for assisting with gathering details for the proper execution of this grant. Maxwell explained that this project prepares and delivering meals locally to those who request the service. The award amount of the grant is \$17,280.00. Iowa Community Kitchen is using the kitchen facility at First Baptist Church in Harlan to prepare the meals. This kitchen has been previously approved by Environmental Health for ICK to use as First Baptist Church was the location used to serve their weekly Tuesday night meals prior to the pandemic. Individuals who have signed up to receive the meals have two options: they can come to First Baptist Church for a "Grab and Go" service of the meals or Iowa Community Kitchen has also been home delivering meals to individuals who are unable to come to the church to pick them up. Most of the meals are prepared for low to moderate income households, and the elderly who are at the highest public exposure risk during the pandemic. Maxwell also stated that no action was required of the Board and the hearing for Public information only.

Todd Valline representing the Shelby County Chamber of Commerce and Industry then spoke to the board. The Board was informed that the Federal government paycheck protection program has been extended for small businesses. And he is busy watching new legislation for other avenues of support for our community.

The Supervisors were then given the chance to report on their individual committees that they are assigned. Supervisor Darin Haake reported that the Workforce Development Board is looking for new members, interested parties may call the Auditors office to get more information.

The Pets in the Courthouse policy was then brought to consideration. The policy considered reads as follows;

Shelby County Pets inside the Courthouse Policy

The following policy has been established in order to provide for the health and safety of the Shelby County employees and visitors. Pet owners are expected to recognize that not all employees or visitors like pets in the Courthouse, and in some cases people with allergies cannot tolerate being in close proximity to animals. **General Policy-** The presence of pets in the Courthouse by visitors and Shelby County employees is not permitted. **Service Animal Exception** -Persons with disabilities as defined under the Americans with Disabilities Act and its amendments may bring service animals as defined by law onto County property. A service animal must always be under control of its owner while on site at any Shelby County facility. **Police K9 Service Dog Exception-K9** service dogs used by the Sheriff's Department are also exempt from this

policy but must abide by any standard operation procedures (SOPS) the Sheriff's Department establishes for the handling of K9 service dogs.

A motion was made by Kenkel and seconded by Haake to approve the policy. A vote was held and counted with all three Supervisors voted in favor of approving the policy. No nays were cast.

An addition onto a livestock unit north of Jacksonville was then discussed. The addition would add 26 animal units to the facility. The matrix application was published as required and the small increase was considered not to cause any additional issues with the existing confinement facility. Haake made a motion to approve the expansion plan, Kenkel seconded the motion. All three supervisors voted in favor of approving the addition. It was noted the Supervisors approving this application has no bearing on whether the addition to the facility can be made if Master Matrix requirements are met.

Discussion was then held about the condition of the Sheriff's complex roof. Sheriff Gross reported that no further issues have occurred since the last repairs were made over a year ago. The Supervisors tabled any decisions on awarding a contract to any of the bidders that bid on the project. All of the local bidders will be contacted when the Supervisors decide to accept proposals again.

Brandon Burmeister, Shelby County Engineer, then addressed the board asking them to consider his recommendation to approve Pavement Marking plans FM-C083(79) – 55-83 – Pavement Markings on Paved Routes in Shelby County. This plan is a biannual project to remark Shelby County roads. The cost will be estimated to be around \$50,000.00. No local tax dollars will be used to pay for this project. Kenkel made a motion to approve the plans. Haake seconded the motion. Parkhurst, Haake and Kenkel all voted in favor of approving the plan. Burmeister and Supervisor Haake both noted that new equipment used to pull in road surfaces has made the process less burdensome and end results much improved.

The Supervisors were then asked by Shelby County Election Commissioner, Mark Maxwell, to authorize the Chairperson to sign a grant agreement with the Iowa Secretary of State in the amount of \$3,000.00. These funds were made available for the primary election in early June. Maxwell explained the largest share was spent on 9 plexiglass shields. He explained at least 20 shields or more may be needed if conditions do not change. Kenkel made a motion to approve the Chairman to sign the grant application. Haake seconded the motion. Parkhurst, Kenkel and Haake all voted in favor of the motion.

Discussion was then held on the reopening of the Courthouse. Auditor Maxwell explained that the backlog of expired licenses and registrations has created a steady flow of business to the Treasurers office. Questions have been asked about the steps to second floor being closed. Maxwell explained there is less cleaning of the 8 entrance doors, also there is hand sanitizer on the elevator and at the entrances on first floor. If stairs are preferred there are steps inside the 1st floor entrances. Also Maxwell noted, many public buildings have restricted entrances at this time.

Having no further business the Chairman then adjourned the meeting.

Charles Parkhurst, Chairman

ATTEST:

Mark L. Maxwell
Clerk to the Board of Supervisors