

## 2024 DECATUR COUNTY RESOLUTIONS

2024-1	Policy of Non-Discrimination on the Basis of Disability
2024-2	Policy of Non-Discrimination
2024-3	Designation of Official County Newspaper
2024-4	Authorization of County Engineer to Certify Completion of Farm To Market Projects and Federal or State Aid Construction Projects
2024-5	Policy on Issuance of County Checks
2024-6	Approval of Number of Deputies, Clerks, Assistants and Other Personnel
2024-7	Construction Evaluation Resolution
2024-8	Title VI Policy
2024-9	Participate in SICOG
2024-10	Action on Comp Board Recommendation
2024-11	Designation of Engineer re FTM Projects
2024-12	To Approved Wages of Deputies Clerks Assistants
2024-13	Approval of FY25 Budget
2024-14	Budget Appropriations FY25 Beg 7/1/24
2024-15	Interfund Operating Transfer RB to Sec Rds – 2 <sup>nd</sup> 1/2
2024-16	Wrong – FY24 1 <sup>st</sup> Amendment Budget Appropriations
2024-17	Tax Abatement for Decatur Mobile Home Park
2024-18	Cert Canvass Primary Election Results
2024-19	Bank Depository for Public Funds
2024-20	Title VI Policy New Engineer
2024-21	Designate Opioid Funds to Circle of Freedom
2024-22	Ordering Construction for Clocktower
2024-22(R)	Revised Ordering Construction for Clocktower

2024-23	Revised Procurement Policy
2024-24	Construction Evaluation Resolution

**DECATUR COUNTY  
RESOLUTION 2024- 1**

**Non-Discrimination on the Basis of Disability**

**WHEREAS**, it is the desire and intent of the Decatur County Board of Supervisors that Decatur County shall not discriminate on the basis of disability;

**THEREFORE BE IT RESOLVED**, that the following policy be adopted:

POLICY OF NON-DISCRIMINATION  
ON THE BASIS OF DISABILITY

Decatur County does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its jobs, programs or activities.

County Auditor Charlene Hoover is hereby designated by the Decatur County Board of Supervisors to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans With Disabilities Act, and the rights provided therein are available from the county's ADA Coordinator.

Motion by Supervisor Graham, seconded by Supervisor Fulkerson to pass and adopt Resolution 2024- 1 this 2 day of January, 2024.

AYES:

NAYS:

C Ward Graham

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Sam Wengryn

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Steve Fulkerson

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ATTEST:

Charlene Hoover  
Decatur County Auditor

**DECATUR COUNTY  
RESOLUTION 2024- 2**

**Non-Discrimination on the Basis of Race, Color, National Origin, gender, or disabilities**

**BE IT RESOLVED** by the Decatur County Board of Supervisors that within the governmental unit of Decatur County, Iowa, no person shall, on the basis of race, color, national origin, gender, or disabilities, be subject to discrimination under any job, program or activity.

Any grievance connected to the preceding statement shall be filed with the Decatur County Attorney.

Motion by Supervisor Graham, seconded by Supervisor Fulkerson, to pass and adopt Resolution 2024- 2 this 2 day of January, 2024.

AYES:

NAYS:

Sam Wengryn

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C Ward Graham

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Steve Fulkerson

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ATTEST:

Charlene Hoover  
Decatur County Auditor

**DECATUR COUNTY**  
**RESOLUTION 2024- 3**  
**Designation of Official Newspaper**

**WHEREAS**, it is the official duty of the Decatur County Board of Supervisors to select and designate, each January, the newspaper in which the official proceedings and business of the county shall be published for the ensuing year.

**THEREFORE, BE IT RESOLVED** that we, the undersigned, hereby select and designate *The Leon Journal-Reporter* and *The Lamoni Chronicle* as the official newspapers for Decatur County in 2024 and as per Code of Iowa Chapters 331, 349 and 618.

Motion by Supervisor Fulkerson, seconded by Wengryn, to pass and adopt Resolution 2023- 3 this 2 day of January 2024.

AYES:

Sam Wengryn  
C Ward Graham  
Steve Fulkerson

NAYS:

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ATTEST:

Charlene Hoover  
Decatur County Auditor

**DECATUR COUNTY**  
**RESOLUTION 2024- 4**

**Authorization of County Engineer to Certify Completion of Farm  
To Market projects and Federal or State aid construction projects**

**BE IT RESOLVED** by the Decatur County Board of Supervisors that Dillon Davenport, the interim County Engineer of Decatur County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Decatur County Board of Supervisors, to execute the certification and completion of work and final acceptance thereof in accordance with plans and specifications in conjunction with all Farm-To-Market and federal or state aid construction projects in this county effective today and through fiscal year 2024-25, ending June 30, 2025.

Motion by Supervisor Graham, seconded by Supervisor Fulkerson, to pass and adopt Resolution 2024- 4 this 2 day of January, 2024.

AYES:

NAYS:

Sam Wengryn \_\_\_\_\_

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C Ward Graham \_\_\_\_\_

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Steve Fulkerson \_\_\_\_\_

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ATTEST:

Charlene Hoover \_\_\_\_\_

Decatur County Auditor

**DECATUR COUNTY  
RESOLUTION 2024-\_\_5**

**Issuance of County Checks**

**BE IT RESOLVED** by the Decatur County Board of Supervisors that the County Auditor is hereby authorized to issue checks (payments) for the purposes set forth below when the Board is not in session.

1. Charges such as freight, postage and utilities upon filing duly verified bills for same with the county auditor.
2. Salaries and payroll where such compensation shall have been previously fixed by the Board of Supervisors, upon certification of the officer or department head under whom such compensation is earned.
3. Fuel for county vehicles and equipment.
4. Vehicles which have been budgeted for and the cost having been predetermined and agreed to by the Board of Supervisors.
5. Registration fees lodging for meetings/schools.

All claims submitted for payment must first be approved by the officer or department head.

Motion by Supervisor Fulkerson, seconded by Supervisor Graham, to pass and adopt Resolution 2024-\_\_5\_\_ this \_\_2\_\_ day of January, 2024.

AYES:

NAYS:

Steve Fulkerson\_\_\_\_\_

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Sam Wengryn\_\_\_\_\_

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C Ward Graham\_\_\_\_\_

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ATTEST:

Charlene Hoover\_\_\_\_\_  
Decatur County Auditor

**DECATUR COUNTY  
RESOLUTION 2024-6**

**Establish Number of Deputies, Clerks, Assistants and other personnel**

**WHEREAS**, it is the desire of the Decatur County Board of Supervisors to be in compliance with Code of Iowa §331.903, as it applies to the appointment of deputies, clerks, assistants and other personnel by elected county officials, and,

**WHEREAS**, the number of deputies, clerks, assistants and other personnel for each office shall be determined by the Board of Supervisors and the number approved by a resolution recorded in the minutes of the Board, and,

**WHEREAS**, the Board has determined that from time to time, adjustments are necessary in the number of deputies, clerks, assistants and other personnel due to changes in the manner in which services are provided by the various county offices and for other unforeseen circumstances,

**THEREFORE BE IT RESOLVED**, that we the undersigned members of the Decatur County Board of Supervisors, hereby establish the following number of deputies, clerks, assistants and other personnel for the various county offices effective immediately for the rest of this fiscal year and that this resolution supersedes all similar resolutions.

<b>OFFICE</b>	<b>NUMBER OF DEPUTIES/CLERKS/ASSISTANTS/OTHER PERSONNEL</b>
<b>ATTORNEY</b>	1 Full-time Secretary (maximum of 40 hours per week)
<b>AUDITOR</b>	2 Deputies
<b>RECORDER</b>	1 Deputy
<b>SHERIFF</b>	5 Full-time Deputies 11 Full-time Jailers/Communications Officers 1 Part-time Jailers/Communications Officer 1 Transport/Court Officer
<b>TREASURER</b>	3 Deputies

Motion by Supervisor Fulkerson, seconded by Supervisor Graham, to pass and adopt Resolution 2024- 6 this 2 day of January, 2024.

AYES:

Steve Fulkerson  
C Ward Graham  
Sam Wengryn

NAYS:

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ATTEST:

Charlene Hoover

Decatur County Auditor

**DECATUR COUNTY  
RESOLUTION # 2024-7**

**CONSTRUCTION EVALUATION RESOLUTION**

**WHEREAS**, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a “construction evaluation resolution” relating to the construction of a confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR’s decision regarding a specific application; and

**WHEREAS**, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2024 and January 31, 2025 and submit an adopted recommendation regarding that application to the DNR; and

**WHEREAS**, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board’s recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF DECATUR COUNTY** that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

Motion by Supervisor Graham, seconded by Supervisor Fulkerson, to pass and adopt Resolution 2024-7 \_\_\_\_\_ this 2 day of January 2024.

AYES:

NAYS:

C Ward Graham \_\_\_\_\_

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Steve Fulkerson \_\_\_\_\_

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Sam Wengryn \_\_\_\_\_

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ATTEST:

Charlene Hoover

Decatur County Auditor

**DECATUR COUNTY**

**RESOLUTION 2024-8**

**POLICY ON TITLE VI**

The County of Decatur assures that no person shall, on the grounds of race, color, national origin, sex, age, or disability as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The County of Decatur further assures every effort will be made to ensure nondiscrimination in all of its committees, programs, and activities, regardless of the funding source.

The County of Decatur will include Title VI language in all written agreements and bid notices and will monitor compliance.

The Coordinator of the County of Decatur will be responsible for initiating and monitoring Title VI activities, and all other responsibilities as required.

Motion by Supervisor Graham, seconded by Supervisor Fulkerson, to pass and adopt Resolution 2024- 8 this 2<sup>rd</sup> day of January, 2023.

AYES:

C Ward Graham  
Sam Wengryn  
Steve Fulkerson

NAYS:

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SIGNED: Sam Wengryn

Chairman, Decatur County Board of Supervisors

SIGNED: Dillon Davenport (Interim)

Title VI Coordinator

ATTEST: Charlene Hoover

Decatur County Auditor

**DECATUR COUNTY  
RESOLUTION 2024- 9**

**PARTICIPATE IN THE PLANNING AND DEVELOPMENT PROGRAMS  
OF THE SOUTHERN IOWA COUNCIL OF GOVERNMENTS**

**WHEREAS** the Economic Development Administration was assigned to administer the provisions of the Public Works and Economic Development Act of 1965, and

**WHEREAS** the Southern Iowa Council of Governments has been designated by the Economic Development Administration as an Economic Development District, and

**WHEREAS** the State of Iowa and the U.S. Department of Housing and Urban Development has designated the Southern Iowa Council of Governments as the area wide planning organization, and

**WHEREAS** Decatur County is an active member of the Southern Iowa Council of Governments and participates in formulation of area wide plans and programs.

**BE IT THEREFORE RESOLVED** by the DECATUR COUNTY BOARD OF SUPERVISORS that Decatur County desires to participate in the fiscal year 2025 planning and economic development programs of the Southern Iowa Council of Governments in Iowa Planning Area XIV, consisting of Adair, Adams, Clarke, Decatur, Madison, Ringgold, Taylor and Union Counties.

**BE IT FURTHER RESOLVED** by the DECATUR COUNTY BOARD OF SUPERVISORS that Decatur County provides **\$4,714.10** for the operation of the Southern Iowa Council of Governments planning and development programs.

Motion by Supervisor C. Ward Graham, seconded by Supervisor Steve Fulkerson to pass and adopt Resolution 2024- 9 this 29 day of January, 2024.

AYES:

Sam Wengryn

Steve Fulkerson

C Ward Graham

NAYS:

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ATTEST:

Charlene Hoover

Decatur County Auditor

## Decatur County

### Resolution 2024- 10

#### Action on County Compensation Board Recommendation

WHEREAS, the Decatur County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Decatur County Compensation Board met on December 28, 2023, and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2024:

<u>Elected Official</u>	<u>Current Salary</u>	<u>Proposed Increase</u>	<u>Recommended Salary</u>
Attorney	\$ 65,650.00	10,000	\$ 75,650.00
Auditor*	\$ 56,716.91	10,000	\$ 66,716.91
Recorder	\$ 56,716.91	10,000	\$ 66,716.91
Sheriff	\$ 80,690.53	10,000	\$ 90,690.53
Supervisors	\$ 32,120.36	1600	\$ 33,720.36
Treasurer	\$ 56,716.91	10,000	\$ 66,716.91

\* In addition, the Compensation Board recommended \$3,000 be allocated to the Auditor to assist the Board of Supervisors with the preparation of the Decatur County budget pursuant to Iowa Code 331.434

THEREFORE, BE IT RESOLVED that the Decatur County Board of Supervisors reduces the recommendation of the Compensation Board from a set rate of \$10,000 per official to 3% and approves the following salary adjustments for the following elected officials for the fiscal year beginning July 1, 2024:

<u>Elected Official</u>	<u>Approved Increase</u>	<u>Approved Salary</u>
Attorney	3%	\$ 67,619.50
Auditor*	3%	\$ 58,418.41
Recorder	3%	\$ 58,418.41
Sheriff	3%	\$ 83,111.22
Supervisors	0%	\$ 32,120.36
	(As allowed per § 331.907(3))	
Treasurer	3%	\$ 58,418.41

\* The Board approved \$3,000 be allocated to the Auditor to assist the Board of Supervisors with the preparation of the Decatur County budget pursuant to Iowa Code 331.434 expensed once the budget is certified.

Motion by Supervisor Graham , seconded by Supervisor Fulkerson , to pass and adopt Resolution 2024- 10 this 29 day of January , 2024.

AYES:

Sam Wengryn

Steve Fulkerson

C Ward Graham

NAYS

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ATTEST:

Charlene Hoover

Decatur County Auditor

**DECATUR COUNTY**  
**RESOLUTION 2024- 11**

**Authorization of County Engineer to Certify Completion of Farm  
To Market projects and Federal or State aid construction projects**

**BE IT RESOLVED** by the Board of Supervisors of Decatur County, Iowa, that Justin L Savage, the County Engineer of Decatur County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and Federal or State aid construction projects in this county effective today and through fiscal year 2024-25, ending on June 30, 2025.

Motion by Supervisor \_\_\_\_\_, seconded by Supervisor \_\_\_\_\_ to pass and adopt Resolution 2024-11. Dated at Decatur County, Iowa, this 8th day of \_\_\_\_\_ April, 2024

AYES

NAYS

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ATTEST:

By \_\_\_\_\_

Decatur County Auditor

**Decatur County**  
**Resolution 2024- 12**

**WAGES OF DEPUTIES, CLERKS AND ASSISTANTS**

**WHEREAS**, it is the intention of the Decatur County Board of Supervisors to comply with § 331.904 of the Code of Iowa regarding the wages of non-elected, non-union deputies, clerks and assistants within the various county offices and departments; and

**WHEREAS**, the Code of Iowa § 331.904 allows deputies of elected officials to receive a salary not to exceed 85% of their supervising official; and

**NOW, THEREFORE, BE IT RESOLVED**, the Decatur County Board of Supervisors does hereby approve a 3% increase for deputies of elected officials and non-elected, non-union deputies, clerks and assistants for the fiscal year beginning July 1, 2024, and also recognizes the rates as approved by the other governing boards and commissions for their respective department heads and the employees of those departments.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to adopt this resolution this 22<sup>nd</sup> day of April, 2024.

AYES:

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NAYS:

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ATTEST:

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Auditor

**Decatur County**  
**RESOLUTION 2024- 13**

**APPROVAL OF FISCAL YEAR 2024-2025 BUDGET**

WHEREAS, in accordance with § 331.434(5) of the Code of Iowa which requires the Board of Supervisors of Decatur County, Iowa, to adopt by resolution a budget and certificate of taxes for the Fiscal Year 2025;

WHEREAS, the Decatur County Board of Supervisors met on this 22nd day of April, 2024, to hold a public hearing regarding the Decatur County 2024-2025 proposed budget. The budget was published as provided by Iowa Code. No written comments were received and no additional citizens representing the public was present for the hearing.

THEREFORE, the Board of Supervisors approves the proposed budget and directs the Decatur County Auditor to spread the levy and submit the budget to the Iowa Department of Management.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to adopt this resolution this 22<sup>nd</sup> day of April, 2024.

AYES:

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NAYS:

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ATTEST:

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Auditor

**Decatur County**  
**RESOLUTION 2024- 14**

**Fiscal Year 2024-2025 BUDGET APPROPRIATIONS**

WHEREAS, in accordance with § 331.434(6) of the Code of Iowa which requires the Board of Supervisors of Decatur County, Iowa, to appropriate funds to operate all offices and departments of said county for Fiscal Year 2025;

THEREFORE, BE IT RESOLVED, by the Board of Supervisors as follows:

Section I. The amounts itemized by officer or department, as listed below, are hereby appropriated:

<u>DEPARTMENT/OFFICER</u>	<u>TOTAL APPROPRIATION</u>
SUPERVISORS	\$183,665
AUDITOR	263,540
TREASURER	322,589
ATTORNEY	171,308
SHERIFF	1,899,343
RECORDER	168,660
SECONDARY ROADS	4,339,725
VETERANS AFFAIRS	95,919
CONSERVATION	1,090,241
PUBLIC HEALTH	525,607
WEED COMMISSIONER	5,698
SOCIAL SERVICES (GA)	22,406
HUMAN SERVICES (DHS)	20,500
MEDICAL EXAMINER	30,000
CLERK OF COURT	35,300
LIBRARIES	16,727
HISTORICAL SOCIETY	1,795
COUNTY FAIR	12,000
SANITARY LANDFILL	63,981
ENVIRONMENTAL SERVICES	86,774
GENERAL SERVICES	114,750
DATA PROCESSING	203,226
MENTAL HEALTH	5,855
NON DEPARTMENTAL	1,290,328
TOTAL	10,969,937

Section II. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section I shall constitute authorization for the department or office listed to make expenditures or incur obligations from the itemized fund, effective July 1, 2024.

Section III. In accordance with § 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amount appropriated pursuant to this resolution.

Section IV. If at any time during the budget year the Auditor shall ascertain that the available resources of a fund for that year will be less than said funds total appropriations, she shall immediately so inform the Board and recommend appropriate corrective action.

Section V. The Auditor shall establish separate accounts for the appropriations authorized in Section I, each of which account shall indicate on a report the status of such accounts to the applicable department monthly during the budget year.

Section VI. All appropriations authorized pursuant to this resolution lapse at the close of business on June 30, 2025.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ to adopt this resolution this 22nd day of April, 2024.

AYES:

NAYS:

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ATTEST:

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Auditor

**DECATUR COUNTY**  
**RESOLUTION 2024- 15**

**WHEREAS**, it is desired to transfer monies from the Rural Services Basic Fund to the Secondary Roads Fund; and

**WHEREAS**, said transfer is in accordance with Section 331.429, Code of Iowa;

**NOW THEREFORE BE IT RESOLVED**, by the Board of Supervisors of Decatur County, Iowa, as follows:

Section 1. The sum of \$315,935.00 is ordered to be transferred from the Rural Services Basic Fund to the Secondary Roads Fund.

Section 2. The Auditor is hereby directed to record this operating transfer and to notify the Treasurer and County Engineer of the same.

Motion by Fulkerson seconded by Wengryn to approve Resolution 2024- 15 this 13 day of May, 2024.

AYES:

NAYS:

Sam Wengryn

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Steve Fulkerson

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ATTEST:

Charlene Hoover

Decatur County Auditor

**DECATUR COUNTY**

**AMENDED RESOLUTION 2024- 16**

**BUDGET AMENDMENT APPROPRIATIONS**

**WHEREAS**, Iowa Code Section 331.434(6) requires the board of supervisors to appropriate, by resolution, the amounts deemed necessary for each of the different county officers and departments; and

**WHEREAS**, an amendment to the current county budget was approved by the Decatur County Board of Supervisors on the 17th day of June, 2024;

**NOW, THEREFORE BE IT RESOLVED**, by the Decatur County Board of Supervisors that the following amendment appropriations be made:

	<b>APPROPRIATIONS</b>	
	<b>FOLLOWING</b>	<b>APPROPRIATIONS FOLLOWING</b>
	<b>ORIGINAL BUDGET</b>	<b>CURRENT AMENDMENT</b>
<b>SUPERVISORS</b>	<b>\$ 170,679</b>	<b>\$ 170,679</b>
<b>AUDITOR</b>	<b>265,218</b>	<b>265,218</b>
<b>TREASURER</b>	<b>309,516</b>	<b>314,516</b>
<b>ATTORNEY</b>	<b>183,327</b>	<b>183,327</b>
<b>SHERIFF</b>	<b>1,916,933</b>	<b>1,916,933</b>
<b>RECORDER</b>	<b>163,728</b>	<b>163,728</b>
<b>SECONDARY ROADS</b>	<b>4,315,134</b>	<b>4,415,134</b>
<b>VETERANS AFFAIRS</b>	<b>92,539</b>	<b>102,539</b>
<b>CONSERVATION</b>	<b>733,465</b>	<b>741,715</b>
<b>PUBLIC HEALTH</b>	<b>525,949</b>	<b>563,203</b>
<b>WEED COMMISSIONER</b>	<b>8,500</b>	<b>8,500</b>
<b>GENERAL ASSISTANCE</b>	<b>22,363</b>	<b>22,363</b>
<b>DHS</b>	<b>23,000</b>	<b>23,000</b>

MEDICAL EXAMINER	30,000	40,000
CLERK OF COURT	39,000	39,000
LIBRARIES	16,865	16,865
ENVIRONMENTAL SVC	90,441	90,441
HISTORICAL SOCIETY	3,589	3,589
COUNTY FAIR	15,619	15,619
SANITARY LANDFILL	76,043	87,843
GEN SVCS (CTHS)	129,303	129,303
DATA PROCESSING	216,670	216,670
MENTAL HEALTH	76,872	76,872
NON-DEPARTMENTAL	1,647,979	1,649,839

11,256,896

11,072,731

**TOTAL**

**BE IT FURTHER RESOLVED** that the appropriations authorized by this resolution shall lapse at the close of business on June 30, 2024.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt this resolution this 17th day of June, 2024.

AYES:

NAYS:

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ATTEST:

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County Auditor

## DECATUR COUNTY

### RESOLUTION 2024- 17

#### TAX ABATEMENT FOR DECATUR MOBILE HOME PARK

**Whereas:** Certain mobile homes, as described in the attached list, marked "Exhibit A" and made a part of this reference thereto, are shown to be taxed on the books now located in the Office of the Decatur County Treasurer; and

**Whereas:** Decatur County, Iowa did diligently attempt to locate each unit and collect the taxes as shown due, and have not been successful in doing so; and

**Whereas:** It has been determined that said described mobile homes have been removed from Decatur County, have been destroyed, the location of said mobile homes are unknown and/or it is administratively impractical to pursue the collection of taxes through remedies as set forth by Law; and

**Whereas:** Be it known that should any mobile home, herein described, ever be so located and found to be occupied for residency, any and all action as set out by this Resolution shall become null and void, all taxes shall become due and payable and Decatur County, Iowa will proceed in the collection of said taxes as set forth by Law; and

**Whereas:** The Decatur County Board of Supervisors, pursuant to Section 435.25 of the Code of Iowa, does have the authority to abate all taxes, penalties, interest and costs as shown due and payable.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors of Decatur County, Iowa that all taxes, penalties, interest and costs as are shown due and payable against each mobile home, as described herein, be abated and the Decatur County Treasurer is hereby directed to strike any and all reference to said mobile homes from the tax books.

Motion by Ward Graham, seconded by Steve Fulkerson to adopt this resolution this 28th day of May, 2024.

AYES:

NAYS:

Sam Wengryn

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Steve Fulkerson

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C Ward Graham

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ATTEST:

Charlene Hoover

County Auditor

**DECATUR COUNTY**  
**RESOLUTION #2024-18**  
**CERTIFICATION (CANVASS) OF PRIMARY ELECTION RESULTS**

**WHEREAS**, the PRIMARY ELECTION was held as prescribed by law on June 4, 2024, and;

**WHEREAS**, the Board of Supervisors and *ex officio* Board of Canvassers have canvassed the vote of said election in accordance with §43.49 and §50.24 of the *Code of Iowa*, now therefore;

**BE IT HEREBY RESOLVED** that we, the undersigned members of the Board of Supervisors and *ex officio* Board of Canvassers of Decatur County, Iowa, do hereby certify the following TURNOUT REPORT and RESULTS in the PRIMARY ELECTION, held June 4, 2024, and that no obvious clerical errors were identified during the canvass.

Eight hundred and ninety-two (**892**) people voted at the polls on election day.

One hundred and sixty-one (**161**) absentee ballots were accepted for counting.

Zero (0) provisional ballots were accepted for counting (included in absentee total).

A total of one thousand and fifty-three (**1,053**) people voted.

**REPUBLICAN CANDIDATES NOMINATED FOR COUNTY OFFICES:**

Board of Supervisors: Doug Tharp and Ward Graham  
County Auditor: Stephanie Daughton  
County Sheriff: Chris Lane

**DEMOCRATIC CANDIDATES NOMINATED FOR COUNTY OFFICES:**

Board of Supervisors: Rita Audlehelm  
County Auditor: Stephani Daughton  
County Sheriff: None

**LIBERTARIAN CANDIDATES NOMINATED FOR COUNTY OFFICES:**

Board of Supervisors: Rita Audlehelm and Doug Tharp  
County Auditor: Charlene Hoover  
County Sheriff: Chris Lane

**COUNTY OFFICES WITHOUT A PARTY NOMINEE:**

Democratic Party: Sheriff  
Libertarian Party:  
Republican Party:

Motion by Graham, seconded by Fulkerson to adopt this resolution this 10th day of June, 2024.

AYES:

Sam Wengryn

Steve Fulkerson

C. Ward Graham

NAYS:

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ATTEST:

Charlene Hoover  
County Auditor

**DECATUR COUNTY  
RESOLUTION 2024-19**

WHEREAS, Iowa Code § 12C.2 requires a governing body to approve all financial institutions that will serve as a depository of public funds for a public body;

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Decatur County, Iowa that the existing depository resolution is amended to read as follows:

<b>COUNTY OFFICE</b>	<b>DEPOSITORY</b>	<b>LOCATION</b>	<b>MAXIMUM</b>
TREASURER	FIRST INTERSTATE BANK	LEON, IA	\$7,000,000
TREASURER	FIRST INTERSTATE BANK	LEON, IA	\$1,000,000
TREASURER	AMERICAN STATE BANK	LAMONI, IA	\$600,000
TREASURER	BTC BANK	LAMONI, IA	\$800,000
TREASURER	IPAIT IA PUBLIC AGENCY INVESTMENT TRUST	DES MOINES, IA	\$6,000,000
RECORDER	FARMERS BANK OF N. MO	LEON, IA	\$30,000
SHERIFF	(2) FIRST INTERSTATE BANK	LEON, IA	\$100,000
AUDITOR	FARMERS BANK OF N. MO	LEON, IA	\$1,000,000
AUDITOR	FIRST INTERSTATE BANK	LEON, IA	\$350,000
AUDITOR	FIRST INTERSTATE BANK	LEON, IA	\$25,000

Motion by Fulkerson seconded by Graham to adopt this resolution this 1<sup>st</sup> day of July, 2024

AYES:

NAYS:

Sam Wengryn

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Steve Fulkerson

\_\_\_\_\_

C. Ward Graham

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ATTEST:

Charlene Hoover

Decatur County Auditor

**DECATUR COUNTY**  
**RESOLUTION 2024-20**

**POLICY ON TITLE VI**

The County of Decatur assures that no person shall, on the grounds of race, color, national origin, sex, age, or disability as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The County of Decatur further assures every effort will be made to ensure nondiscrimination in all of its committees, programs, and activities, regardless of the funding source.

The County of Decatur will include Title VI language in all written agreements and bid notices and will monitor compliance.

The Coordinator of the County of Decatur will be responsible for initiating and monitoring Title VI activities, and all other responsibilities as required.

Motion by Supervisor Graham, seconded by Supervisor Fulkerson, to pass and adopt Resolution 2024- 20 this 24<sup>th</sup> day of June, 2024.

AYES: Sam Wengryn

NAYS: \_\_\_\_\_

Steve Fulkerson

\_\_\_\_\_

C Ward Graham

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SIGNED: Sam Wengryn

Chairman, Decatur County Board of Supervisors

SIGNED: Justin Savage

Title VI Coordinator

ATTEST: Charlene Hoover

Decatur County Auditor

**DECATUR COUNTY  
Resolution 2024- 21**

**DESIGNATION OF OPIOID SETTLEMENT FUNDS TO  
CIRCLE OF FREEDOM RESIDENTIAL RECOVERY CENTER**

**WHEREAS**, Circle of Freedom is a faith-based nonprofit organization with a mission of helping women break free from their struggle with addiction. This residential recovery center, located in Seymour Iowa, is for women needing more intensive help.

**BE IT THEREFORE RESOLVED** by the DECATUR COUNTY BOARD OF SUPERVISORS that Decatur County desires to utilize a portion of the national opioid settlement funds to assist with the financial needs of providing these valuable services to those in need within our county.

**BE IF FURTHER RESOLVED** by the DECATUR COUNTY BOARD OF SUPERVISORS that Decatur County provide a one-time allotment in the amount of \$60,000.00 for the operation of the Circle of Freedom Residential Recovery Center.

Motion by Fulkerson, seconded by Graham adopt this resolution this 29 day of July, 2024.

AYES:

NAYS:

Sam Wengryn

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Steve Fulkerson

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C Ward Graham

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ATTEST:

Charlene Hoover  
County Auditor

**DECATUR COUNTY**  
**RESOLUTION NO. 2024- 22**

ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS,  
APPROVING PRELIMINARY PLANS, AND FIXING A DATE FOR  
TAKING OF BIDS THEREFORE

**WHEREAS**, the Board of Supervisors deemed it advisable and necessary to construct certain Public Improvements described in general as Courthouse Clock Tower Project, said Board has cause to be prepared plans, specifications and form of contract, together with estimate of cost, which is on file in the office of the County Auditor for public inspection, for the construction of said Public Improvements.

**NOW, THEREFORE, BE IT RESOLVED** BY THE BOARD OF SUPERVISORS FOR DECATUR COUNTY, IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain Public Improvements described in general as Courthouse Clock Tower Project, in the manner set forth in the plans and specifications and form of contract, said public improvements being more generally described as follows:

COURTHOUSE CLOCK TOWER REPAIR

Construct new steel diagonal beams, columns, and cross bracing, along with new ladders, handrails, grating, cribbing, and hatches inside the clock tower. Seal, clean, and tuck-point internal brick. Remove existing wood stairs and platform inside the clocktower along with antenna and antenna equipment located in and outside the clocktower and all associated work including cleanup and restoration. The improvements are located at the Courthouse in Decatur County, Iowa.

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the Notice to Bidders approved as a part of said specifications; and,

**BE IT FURTHER RESOLVED**, said sealed bids are to be filed prior to 4:00 P.M. on December 13, 2024; and,

**BE IT FURTHER RESOLVED**, that sealed bids shall be received and opened at a public meeting and the results of said sealed bids shall be considered at a meeting of Board of Supervisors on December 16, 2024, at 8:00 o'clock AM.; and,

**BE IT FURTHER RESOLVED** that the Auditor is hereby designated as the authority to receive and open said bids.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ adopt this resolution this 12 day of November, 2024.

AYES:

NAYS:

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ATTEST:

\_\_\_\_\_

County Auditor

**DECATUR COUNTY  
RESOLUTION 2024- 23  
RESOLUTION TO SET POLICY ON PROCUREMENT PROCEDURES**

**Policy Number:** 2019-002

**Effective:** June 3, 2019

**Last Reviewed/Updated:** December 16, 2024

**PURPOSE**

The purpose of this procurement policy is to ensure that sound business judgement is utilized in all procurement transactions and that supplies, equipment, construction, and services are obtained efficiently and economically and in compliance with applicable federal and state law and executive orders and to ensure that all procurement transactions will be conducted in a manner that provides full and open competition.

**APPLICATION**

This policy applies to the procurement of all supplies, equipment, construction, and services of and for Decatur County that include any federal program funding, including but not limited to, those related to the implementation and administration of the Community Development Block Grant (CDBG) award, the Pre-Hazard Mitigation Grant or the Emergency Management Planning Grant (EMPG). In regards to any such federal programs, all procurement will be done in accordance with 2 CFR; Part 200.

**POLICY**

**METHODS OF PROCUREMENT**

Procurement under grants shall be made by one, or more, of the following methods, as described herein: (a) micro-purchase procedures (b) small purchase procedures; (c) sealed bids (formal advertising); (d) competitive proposals; (e) noncompetitive proposals.

- A. Micro-purchase procedures may be used for the acquisition of supplies or services, for which the aggregate dollar amount does not exceed the micro-purchase threshold of \$10,000. To the extent practicable, micro-purchases shall be equitably distributed among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations, if the price is considered reasonable.
- B. Small purchase procedures are relatively simple and informal procurement methods that are sound and appropriate for the procurement of services, supplies, or other property, costing in aggregate not more than \$140,000 (\$150,000 for federal programs). If small purchase procedures are used for a procurement under a grant, price or rate quotations shall be obtained from an adequate number of qualified sources.
- C. In sealed bids (formal advertising), sealed bids are publicly solicited and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the

lowest in price. The sealed bids method is the preferred method for procuring construction.

1. In order for sealed bidding to be feasible, appropriate conditions must be present, including, at a minimum, the following:
    - (a) A complete, adequate and realistic specification or purchase description is available;
    - (b) Three or more responsible bidders are willing and able to compare effectively for Decatur County businesses; and
    - (c) The procurement lends itself to a firm-fixed-price contract, and the selection of the successful bidder can be made principally on the basis of price.
  2. When sealed bids are used for a procurement under a grant, the following requirements apply:
    - (a) A sufficient time prior to the date set for opening of bids, bids shall be solicited (publicly advertised) from an adequate number of known suppliers;
    - (b) The invitation for bids, including specifications and pertinent attachments, shall clearly define the items or services needed in order for the bidders to properly respond to the invitation for bids;
    - (c) All bids shall be opened publicly at the time and place stated in the invitation for bids;
    - (d) A firm-fixed-contract award shall be made by written notice to that responsible bidder whose bid, conforming to the invitation for bids, is lowest. Where specified in the bidding documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest.
    - (e) Any or all bids may be rejected if there are sound documented business reasons in the best interest of the program.
- D. Procurement by competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded, as appropriate. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids. If the competitive proposals method is used for a procurement under a grant, the following requirements apply:
1. Requests for Proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals shall be considered to the maximum extent practical;
  2. Requests for Proposals shall be solicited from an adequate number of qualified sources;
  3. Decatur County shall have a written method for conducting evaluations of the proposals received and for selecting awardees;
  4. Awards will be made to the responsible offeror whose proposal will be most advantageous to Decatur County, with price (other than architectural/engineering) and other factors considered. Unsuccessful offerors will be promptly notified in writing; and
  5. Decatur County may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in the procurement of

A/E professional services. It cannot be used to procure other types of services (e.g., administration professional services) even though A/E firms are a potential source to perform the proposed effort.

- E. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source. Circumstances under which a contract may be awarded by noncompetitive proposals are limited to one or more of the following:
  - 1. The item is available from only a single source;
  - 2. After solicitation of a number of sources, competition is determined inadequate;
  - 3. A public exigency or emergency exists when the urgency for the requirement will not permit a delay incident to competitive solicitation; or
  - 4. The awarding agency authorizes noncompetitive proposals.
- F. Decatur County will take affirmative steps to assure, to the greatest extent possible, that contracts are awarded to qualified small and minority firms, women's business enterprises, and labor surplus area firms whenever they are potential sources.

These affirmatives steps must include:

- a. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- e. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- f. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (a) through (e).

## **CONTRACT PRICING**

- A. The cost plus a percentage of cost and percentage of construction cost method of contracting shall not be used.
- B. Decatur County shall perform some form of cost/price analysis for every procurement action, including modifications, amendments or change orders. Decatur County shall make an independent estimate prior to receiving a bid or proposal.
- C. Decatur County shall negotiate profit as a separate element of the price for each contract in which there is no price competition and, in all cases, where cost analysis is performed. In determining a fair and reasonable profit, Decatur County must consider the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance and the industry profit rates in the surrounding geographical area.

## **PROCUREMENT RECORDS**

Decatur County shall maintain records sufficient to detail the significant history of a procurement, including the rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. These records shall be made available for review, according to 2 CFR § 200.324.

**AWARDED CONTRACTS**

- A. Decatur County will not award a contract to a party listed as debarred, suspended, or otherwise excluded in the System for Award Management (SAM).
- B. Any contracts awarded shall comply with 2 CFR 200.326 and Appendix II to Part 200.

**CONFLICT OF INTEREST**

Decatur County will maintain written standards of conduct covering conflicts of interest and must provide for disciplinary action to be applied for violations of such standards as defined in 2 CFR 200.318 (c) (1).

No officer, employee, or agent of Decatur County shall participate in the selection, award, or administration of a contract supported by federal grant funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

The employee, officer, or agent; any member of his/her immediate family; his/her partner; or an organization which employs, or is about to employ any of the above; has a financial or other interest in the firm selected for award.

Decatur County officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or subcontractors. To the extent permitted by federal, state, or local law or regulations, violation of these standards may cause penalties, sanctions, or other disciplinary actions to be taken against Decatur County’s officers, employees, or agents.

This policy shall supersede any prior resolutions, policies, ordinances, or rules on this topic.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt this resolution this 16, day of December, 2024.

AYES:

NAYS:

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\_\_\_\_\_  
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\_\_\_\_\_

ABSTAIN \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Decatur County Auditor

**DECATUR COUNTY  
RESOLUTION # 2024-24  
CONSTRUCTION EVALUATION RESOLUTION**

**WHEREAS**, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a “construction evaluation resolution” relating to the construction of a confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR’s decision regarding a specific application; and

**WHEREAS**, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2025 and January 31, 2026 and submit an adopted recommendation regarding that application to the DNR; and

**WHEREAS**, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board’s recommendation to the DNR may be based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF DECATUR COUNTY** that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

Motion by Supervisor Fulkerson, seconded by Supervisor Tharp, to pass and adopt Resolution 2024- 24 this 16 day of December 2024.

AYES:

NAYS:

Doug Tharp

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Steve Fulkerson

\_\_\_\_\_

C Ward Graham

\_\_\_\_\_

ATTEST:Charlene Hoover Decatur County Auditor