The Delaware County Board of Supervisors met in work session this date at 11:00 a.m. with all members present. Also present were John LeClere, John Hanson, Carla Becker, and one member of the media. Chairperson Buschmann called the meeting to order.

Sheriff John LeClere outlined the history behind the Board's attempts to update the Sheriff's Office and Jail with both prior attempts failing by slim margins. The Jail Inspector states the current jail facility is well staffed but outdated. He is willing to be patient with the county as long as the Board continues to look at ways to upgrade the facility. The Board has decided to look at building a new facility versus remodeling the existing facility to meet the long-term needs of the county.

Midwest Construction Consultants was hired to put together preliminary site plans for a new Sheriff's Office and Jail. The drawings presented to the Board for review were of a very functional Sheriff's Office and Jail Facility. The current jail has seen an increase of 30-40% occupancy over the last years. They also have 50 people waiting to serve their time when space allows. In the study of inmate populations within Delaware County, it was noted that the average stay increased to 10 days per inmate. Calculated out over time, the occupancy for the next 20 years could increase to upwards of 38 inmates on average. The proposed facility could expand up to 58 inmates if needed. They could also expand to include other departments in the future.

The Board reviewed the preliminary plans with John LeClere and John Hanson (Midwest Construction Consultants). After their review, the Board Chairperson stated he would consult with their bonding attorney regarding their next steps.

There being no further business before the Board, the work session was closed at 12:25 pm.

These minutes have been read and approved.

/S/ Pete Buschmann, Chairperson

/S/ Carla K. Becker, County Auditor
The Delaware County Board of Supervisors met in regular session this date at 1:15 p.m. with all members present. Also present were Peggy Petlon, Mike Corkery, Daneen Schindler, Pam Klein, RJ Helmrichs, Carla Becker, and two members of the media. 2018 Chairperson Pete Buschmann called the meeting to order.

Motion made by Helmrichs, second by Madlom and carried to approve the agenda as posted. All Ayes

Motion made by Madlom, second by Buschmann and carried to appoint Shirley E. Helmrichs as the 2019 Board Chairperson. All Ayes
Chairperson Helmrichs assumed the position of Chairperson and continued the meeting.

Motion made by Buschmann, second by Helmrichs and carried to appoint Jeff Madlom as the 2019 Board Vice-Chairperson. All Ayes

Motion made by Madlom, second by Buschmann and carried to acknowledge receipt of the following reaffirmations of elected official appointments:

Delaware County Auditor’s Office – Carla K. Becker, Auditor
Anne Rave Deputy
Peggy Hildebrand Deputy
Gabrielle Corkery Deputy
JoEllen Holtorf Clerk

Delaware County Recorder’s Office – Daneen Schindler, Recorder
Marsha Mescher Deputy

Delaware County Sheriff’s Department – John LeClere, Sheriff
Eric Brooks Chief Deputy
Michael Wilson Deputy
Casey Snyder Deputy/Jail Administrator
Eric Holub Deputy
Lucas Thomsen Deputy
Keith Rowley Deputy
Jill Knipper Deputy
Matthew Menard Deputy
Travis Hemesath Deputy
Brian Hilebrand Deputy
Clayton Miller Deputy
Mitch Knipper Deputy

Delaware County Treasurer’s Office – Pam Klein, Treasurer
Karo Johnson Deputy – Auto Dept
Barb Robinson Deputy – Drivers’ License Dept
Michele Africa Deputy – Auto Dept
Jenny Eschen Deputy – Tax Dept

All Ayes

Motion made by Buschmann, second by Madlom and carried to approve the appointment of Anthony Bardgett as Delaware County Engineer for 2019. All Ayes

Motion made by Madlom, second by Buschmann and carried to approve the appointment of Peggy Petlon as the Community Services/VA/GA Director and ECR Community Coordinator for 2019. All Ayes

Motion made by Buschmann, second by Madlom and carried to approve the appointment of Mike Corkery as County Services Administrator for 2019. All Ayes

Motion made by Madlom, second by Buschmann and carried to approve the appointment of Craig Davis as the 2019 Delaware County Weed Commissioner. All Ayes

Motion made by Buschmann, second by Madlom and carried to approve the following appointments to various Boards and Committees:

Advisory Board: Foundation for the Future of Delaware County (1 year term)
  Pete Buschmann
Board of Governors of Greater Delaware County Foundation (5 year term)
  Suzanne Reiter
Building Direction for Families Board (1 year term)
  Pete Buschmann
Business Growth – ECIA (1 year term)
  Pete Buschmann
Delaware County Board of Health (3 year term)
  Joan Wessels
Delaware County Communications Board (1 year term)
  John LeClere, Sheriff
  Jeff Madlom, Supervisor
Delaware County Conservation Board (5 year term)
  Tom Alvyn (term began on 7/1/2018)
Delaware County Economic Development Board (1 year term)
  Jeff Madlom
Delaware County Medical Examiners/Deputy Medical Examiners (2 year terms)
  Dr. Reid Boom, Medical Examiner
  Dr. Clinton Cummins, Deputy
  Dr. Blanka Divisova, Deputy
  Dr. Timothy Gerst, Deputy
  Dr. Nikolay May, Deputy
  Dr. Nicole Saylor, Deputy
Delaware County Recreational Center Board (1 year terms)
  Jeff Madlom
  Shirley E. Helmrichs
  Pete Buschmann
Eastern Iowa Regional Utility Services System (EIRUSS) (1 year terms)
Shirley E. Helmrichs
Mike Corkery, Alternate

Eastern Iowa Tourism Council (1 year term)
Caryssa O’Connell (term began 7/1/2018)

Emergency Management Board (1 year term)
Jeff Madlom
First Judicial Correctional Service Board (1 year terms)
Shirley Helmrichs
Jeff Madlom, Alternate

Juvenile Detention Board (1 year term)
Pete Buschmann
Operation: New View Board (1 year terms)
Pete Buschmann
Shirley Helmrichs

Regional Planning Affiliation Board (1 year terms)
Jeff Madlom
Shirley Helmrichs, Alternate
Anthony Bardgett, TECH

Resource Conservation & Development Board (1 year term)
Jeff Madlom

Resource, Conservation, & Development Board – Cultural Council (1 year term)
Caryssa O’Connell

Regional Governance Board for ECR Mental Health Region (1 year terms)
Shirley E. Helmrichs
Jeff Madlom, Alternate

Soil & Water Assistant Commissioner (1 year term)
Shirley Helmrichs
Jeff Madlom, Alternate

Veteran Affairs Commissioner (3 year term)
Larry Beaman (term began 7/1/2018)

TOWNSHIP OFFICIALS: (Appointed to 4 year terms)

Adams Township
Kevin Stansberry, Trustee
Karen Cook, Clerk

Bremen Township
Ann Domeyer, Trustee
Ron Domeyer, Clerk

Coffins Grove Township
Gerald Lee, Trustee
Rhonda Mensen, Clerk

Colony Township
Joe Wulfekuhle, Trustee
Steve Lueken, Clerk

Delaware Township
Bill Dierbrock, Trustee
Gary Vontalge, Clerk

Delhi Township
Allie Nefzger, Trustee
Ann Nurre, Clerk

Elk Township
David Pletzschbacher, Trustee
Ann Nurre, Clerk

Hazel Green Township
Jim L. Shower, Trustee
Sharon Bacon, Clerk

Honey Creek Township
Don Rhines, Trustee

Milo Township
Melissa Sheppard, Trustee

North Fork Township
Brian Krogmann, Trustee
Rochelle Krogmann, Clerk

Oneida Township
Doris Mullaller, Trustee
Lois Cahill, Clerk

Prairie Township
Mark E. Francois, Trustee

Richland Township
Tom Vaske, Trustee

South Fork Township
David Guthrie, Trustee
Larry Lamont, Clerk

Union Township
Tim Goodkien, Trustee
Joan Goodkien, Clerk

Motion made by Madlom, second by Buschmann and carried to approve the minutes from the last meeting. All Ayes

Motion made by Buschmann, second by Madlom and carried to acknowledge the following employees to attend their respective out-of-county meetings: Danee Schindler to attend the ISAC School in West Des Moines from January 15th – 17th; Peggy Pettion to attend the CDDS meeting in Cedar Rapids on January 3rd, the Stakeholders meeting in Dubuque on January 8th, and the IACP meeting in Des Moines on January 15th & 16th; Dennis Lyons to attend the IDWDA conference in Des Moines on January 8th – 10th; and Supervisor Buschmann to attend the ISAC School in West Des Moines from January 15th – 17th. All Ayes

Motion made by Madlom, second by Buschmann and carried to approve the following claims for payment:
Alliant Energy Service 2732.67
Black Hills Energy Service 165.33
BP Fuels 483.14
City of Manchester Water Use & Sewer 314.99

Motion made by Buschmann, second by Madlom and carried to approve the following Civil Process Servers within the Sheriff’s Department through September 1, 2021: Mary Loeffelholz and Zachary Roths. All Ayes

Motion made by Buschmann, second by Madlom and carried to approve the following holidays for calendar year 2019:
2019 Holidays

<table>
<thead>
<tr>
<th>Monday</th>
<th>1/21/19</th>
<th>Martin Luther King, Jr.</th>
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<tbody>
<tr>
<td>Monday</td>
<td>2/18/19</td>
<td>Presidents’ Day</td>
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<tr>
<td>Monday</td>
<td>5/27/19</td>
<td>Memorial Day</td>
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<tr>
<td>Thursday</td>
<td>7/4/19</td>
<td>Independence Day</td>
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<tr>
<td>Monday</td>
<td>9/2/19</td>
<td>Labor Day</td>
</tr>
<tr>
<td>Monday</td>
<td>11/11/19</td>
<td>Veterans’ Day</td>
</tr>
</tbody>
</table>

| Thursday | 11/28/19 | Thanksgiving Day |
| Tuesday | 12/24/19 | Christmas Eve |
| Wednesday | 12/25/19 | Christmas Day |
| Wednesday | 1/1/20 | New Year’s Day |

There were no “Applications for Underground Construction on Delaware County Right-of-Way” submitted for consideration.

Motion made by Buschmann, second by Madlom and carried to acknowledge receipt of the manure management plan updates from Terry Recker, Recker Farms, in Section 15 of Hazel Green Township. All Ayes

Motion made by Buschmann, second by Madlom and carried to approve the following Civil Process Servers within the Sheriff’s Department through September 1, 2021: Mary Loeffelholz and Zachary Roths. All Ayes
Motion made by Madlom, second by Buschmann and carried to set the 2019 mileage reimbursement rate at 50 cents per mile subject to regulations outlined in the Delaware County personnel policies. The Federal IRS business rate increased to 58 cents per mile (the 2018 IRS business rate was 54.5 cents per mile). All Ayes

Motion made by Buschmann, second by Madlom and carried to appoint the following newspapers as the “official” newspapers of the county for calendar year 2019: the Delaware County Leader, the Dyersville Commercial and the Manchester Press. All Ayes

Motion made by Madlom, second by Buschmann and carried to approve Resolution 2019-001 as follows: RESOLUTION 2019-001 AUTHORIZATION FOR THE COUNTY ENGINEER TO CLOSE ANY SECONDARY ROAD FOR THE PURPOSE OF CONSTRUCTION, ROUTINE MAINTENANCE, OR EMERGENCIES DURING 2019

WHEREAS, the Delaware County Board of Supervisors is concerned about tort liability and traffic safety involved during construction and maintenance on the secondary road system, and

WHEREAS, they are further interested in accommodations for the traveling public, adjacent landowners and related users during construction and maintenance operations.

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Delaware County on this 2nd day of January, 2019, to give the Delaware County Engineer, or authorized representative thereof, the authority to temporarily close sections of highway in Delaware County’s road system when necessary because of construction, maintenance, or natural disaster.

DELAWARE COUNTY BOARD OF SUPERVISORS
/S/ Shirley E. Helmrichs, Chairperson
/S/ Jeff Madlom
/S/ Pete Buschmann
Attest: /S/ Carla K. Becker, County Auditor
All Ayes

Motion made by Madlom, second by Helmrichs and carried to approve Resolution 2019-003 as follows: RESOLUTION 2019–003 AUTHORIZATION OF AUDITOR TO ISSUE WARRANTS

BE IT HEREBY RESOLVED by the Board of Supervisors of Delaware County, Iowa, that the Delaware County Auditor be and is hereby authorized to issue warrants when the Board is not in session for fixed charges, including freight, postage, water, lights, fuel, telephone service, and insurance premiums upon the filing of duly authenticated bills and for salaries and payrolls as approved by the Board of Supervisors, all according to Section 331.506 of the 2016 Code of Iowa.

In addition, the Auditor is hereby authorized to issue warrants when the Board is not in session for the prepayment of civil service fees submitted by the County Attorney’s Office or County Sheriff’s Office and the emergency allowance of claims through the Community Services Department according to Board Resolution passed December 23, 2002.

DATED at Manchester, Iowa this 2nd day of January, 2019.

Board of Supervisors
Delaware County, Iowa
/S/ Shirley E. Helmrichs, Chairperson
Attest: /S/ Carla K. Becker, Delaware County Auditor
All Ayes

Motion made by Madlom, second by Helmrichs and carries to approve Resolution 2019-002 as follows: RESOLUTION 2019–002 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, 2019 and January 31, 2020 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 DELAWARE COUNTY that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

/S/ Shirley E. Helmrichs, Chairperson
Delaware County Board of Supervisors
Attest: /S/ Carla K. Becker, County Auditor
All Ayes

Motion made by Buschmann, second by Madlom and carried to approve Resolution 2019-004 as follows: RESOLUTION 2019–004 FARM TO MARKET COMPLETION OF WORK AND FINAL ACCEPTANCE

BE IT RESOLVED by the Board of Supervisors of Delaware County, Iowa that the County Engineer of Delaware 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 therefore in connection with all Farm to Market construction projects in this county.

DATED at Manchester, Iowa this 2nd day of January 2019.

Board of Supervisors
Delaware County, Manchester, Iowa
/S/ Shirley E. Helmrichs, Chairperson
/S/ Jeff Madlom
/S/ Pete Buschmann
Attest: /S/ Carla K. Becker, County Auditor
All Ayes
Motion made by Buschmann, second by Madlom to approve Resolution 2019-005 as follows:

RESOLUTION
2019-005

EMINENT DOMAIN COMPENSATION COMMISSION

WHEREAS, Section 331.321(1.v) of the 2013 Code of Iowa requires the Board of Supervisors to annually appoint not less than twenty-eight (28) residents of the County to an Eminent Domain Compensation Commission and,

WHEREAS, said Section establishes four (4) representative categories for said Compensation Commission,

NOW, THEREFORE BE IT RESOLVED that the following persons are hereby appointed to the Eminent Domain Compensation Commission of Delaware County, Iowa, in the category listed, for a term of one year ending December 31, 2019:

A. Owner-Operators of Agricultural Property:
1. Steve Kroeger 2926 170th St Dyersville, IA 52040
2. Lea Ann Smith 1837 130th Ave Manchester, IA 52057
3. Charles Ankrom 2275 110th Ave Masonville, IA 50654
4. Willbur Kehrli 1596 210th St Manchester, IA 52057
5. John Ries 516 Andrew St Hopkinton, IA 52237
6. Marvin Heims 1590 400th St Strawberry Point, IA 52076
7. Doran Zumbach 3278 110th Ave Coggon, IA 52218

B. Owners of City Property:
1. Wes Schulte 19166 Goodland Dr Manchester, IA 52057
2. Larry Stone 307 S Washington St Edgewood, IA 52042
3. Jeff Larson 505 Line St Manchester, IA 52057
4. Lorraine Gaffney PO Box 64 Ryan, IA 52330
5. Barb Robinson 306 South St Dundee, IA 52038
6. Mary Ann Poynor 724 E. Howard St Manchester, IA 52057
7. Karen Schmitz 111 Beckner St Greeley, IA 52050

C. Licensed Real Estate Agents or Brokers:
1. Kristine Baldwin 1883 Honey Creek Road Manchester, IA 52057
2. Teresa Greve 2151 110th Ave Masonville, IA 50654
3. Teresa Turnis 2418 180th Ave Manchester, IA 52057
4. Barb Sailer 1100 Rosewood Dr Manchester, IA 52057
5. Kevin Graybill 21913 182nd Ave Manchester, IA 52057
6. Bob Wendt 1101 Stiles St Manchester, IA 52057
7. Mary Kay Starks 25944 225th Ave Delhi, IA 52223

D. Persons Having Knowledge of Property Value:
1. Linda Bessey 1959 162nd Ave Manchester, IA 52057
2. Bruce Nieman 800 Tanglewood Drive Manchester, IA 52057
3. Dave Smith 1101 Clearview Dr Manchester, IA 52057
4. Kevin Funke 3171 285th Ave Hopkinton, IA 52237
5. Christine Tegeler 16920 185th St Manchester, IA 52057
6. Donna Reeder 108 Tower Drive Manchester, IA 52057
7. Scott Wegmann 1017 Sunrise Dr Manchester, IA 52057

Witness my hand and the Seal of this County, this 2nd day of January, 2019.

Delaware County Board of Supervisors  
/S/ Shirley E. Helmrichs, Chairperson  
/S/ Jeff Madlom  
/S/ Pete Buschmann  
Attest: /S/ Carla K. Becker, County Auditor  
All Ayes

NEXT MEETING – The next regular session will be held on Monday, January 7, 2019 at 1:15 p.m.

PUBLIC COMMENTS
None.

There being no further business before the Board, Chairperson Helmrichs called for a motion to adjourn the meeting.

Motion made by Madlom, second by Buschmann and carried to adjourn the meeting at 1:43 p.m.  All Ayes

These minutes have been read and approved for publication.

/S/ Shirley E. Helmrichs, Chairperson  
/S/ Carla K. Becker, County Auditor