

Board of Supervisors Minutes
February 10, 2025

The Tama County Board of Supervisors met at 8:30 a.m. February 10, 2025. Present: 2nd District Supervisor, David Turner; 3rd District Supervisor, Heather Knebel; 4th District Supervisor, Mark Doland and 5th District Supervisor, Curt Kupka. Also, Tama County Auditor, Karen Rohrs, members of the public and Deputy Sheriff D. Dvorak. Absent: 1st District Supervisor, Curt Hilmer.

The Pledge of Allegiance was recited.

Motion by Turner, seconded by Kupka to approve the agenda. Discussion: None. All voted aye. Motion carried.

Public Comments: Public comments were heard from Dirk Dahms, Janet Wilson, Laura Wilson, Carig Sash, Karen Murty, Roger Wacha, Carolyn Adolphs, Bill Faircloth, and Andrea Dvorak. Public comments closed at 8:46 am.

Motion by Turner, seconded by Knebel to approve the minutes of the February 3rd regular meeting and February 4th special meeting. Discussion: None. All voted aye. Motion carried.

The Board met with Ben Daleske, Tama County Engineer, to get a road projects report.

Sheriff Schmidt was to present the union contracts to the board for them to approve having the board chairman sign the contracts, but the contracts were not ready yet. Motion by Turner, seconded by Kupka to table the signing of the union contracts. Discussion: None. All voted aye. Motion carried.

Doland stated there is a vacancy right now and a temporary agreement where the auditor's office is handling the HR Director, Insurance Manager, and Title VI Coordinator's duties but there is also a temporary agreement with PJ Greufe & Associates. Doland stated he has a contract from PJ Greufe & Associates for consulting services at the cost of \$1500 per month for 12 months. Doland had contacted Ahlers and Cooney who has a similar program, but they would not be onsite. Ahlers and Cooney are attorneys who provide HR services, but not a lot on the insurance side. The board was looking for someone who could come onsite. Motion by Turner, seconded by Knebel to hire and sign a 1 year contract with PJ Greufe & Associates LLC for Human Resources Director, Insurance Manager, and Title VI Coordinator services starting today. Discussion: Doland stated the duties will be moved to under the auditor's office and Mr. Greufe will work with them to train them on some of the duties. If it ends up being too much for one office, it can be separated into other offices later. Turner asked if Mr. Greufe is still doing an HR audit, and Doland stated he is and is planning to present his findings at the end of next week. All voted aye. Motion carried.

Motion by Turner, seconded by Kupka to approve changing next week's meeting date to Tuesday, February 18, due to the President's Day Holiday and county offices being closed. Discussion: None. All voted aye. Motion carried.

Motion by Turner, seconded by Knebel to approve the Traer Golf liquor license. Discussion: None. All voted aye. Motion carried.

Motion by Turner, seconded by Kupka to approve removing approval of a financial audit of the HR Department, Insurance Fund, ARPA Fund and investigate claims of employee misconduct due to those processes already being in motion. Discussion: None. All voted aye. Motion carried.

Doland stated the board has asked Mr. Greufe to conduct a staffing audit as part of his contract with no additional cost. They had asked him to perform this audit due to the budget to see what positions could potentially be combined. Motion by Turner, seconded by Knebel to approve PJ Greufe & Associates to conduct a staffing audit that was already agreed to under the contract. Discussion: None. All voted aye. Motion carried.

Knebel stated the prior board never picked term limits at a public meeting for the new board of adjustment members. Motion by Knebel, seconded by Turner to approve John Wagner to a term ending 06/30/28 and Berleen Wobeter to a term ending 06/30/25 for the board of adjustment. Discussion: None. All voted aye. Motion carried.

Doland stated he had been working with the Department of Management last week and that they strongly suggest the board adopt a hiring freeze. Doland read the hiring freeze policy. He stated all hires should be going through the board of supervisors for final approval. Motion by Turner, seconded by Knebel to approve a hiring freeze until 6/30/2025 and allow the board to approve all hires. Discussion: None. All voted aye. Motion carried.

Doland stated per Iowa Code the board can hold a public hearing to de-appropriate funds to departments. Motion by Knebel to set a date for a public hearing, seconded by Kupka. All voted aye. Motion carried. Discussion: Auditor Rohrs recommended a hearing date of 03/03/25 at 8:45 am to allow publication time. Knebel amended her motion to set a public hearing date of 03/03/25 at 8:45 am. to de-appropriate funds, seconded by Kupka. All voted aye. Motion carried.

Doland read the agreement for fund transfer between Tama County Board of Supervisors & Tama County E911 Board. The agreement states E911 will transfer \$989,778.70 back into the county general supplemental fund. These funds will help the county to make payroll until the end of the current fiscal year. Motion by Turner, seconded by Kupka to approve the E911 fund transfer agreement. Discussion: Knebel & Doland wanted to express appreciation to the E911 Board for helping the county out and being team players. Doland said it can't be stated enough how much E911 is helping the county out. Doland also thanked Sheriff Schmidt on being a leader and helping to get the agreement with E911. All voted aye. Motion carried.

Doland stated he and Knebel had a conference call yesterday with their attorney and the attorney stated that a closed session was not needed. Doland stated they would strike the closed session from the agenda for today. Closed sessions need to be posted on an agenda 24 hours in advance. The closed session was placed on the agenda in anticipation of possibly going into closed session.

Motion by Kupka, seconded by Knebel to approve the claims for payment as presented in the amount of \$267,615.34. Discussion: The board stated a copy of the claims are emailed to them

prior to the meeting so that they are able to review them before the Monday meeting. The board stated the claims were higher this week due to a truck box purchase by the roads department. All voted aye. Motion carried.

Public Comments: Public comments were heard by Roger Wacha, Larry Vest, Karen Murty, Bev Espenscheid, Jeff Cizek, Sheriff Schmidt, Laura Wilson, and Richard Arp. Public comments closed at 9:30 am.

Motion by Turner, seconded by Kupka to adjourn the meeting. Chairman Doland adjourned the meeting at 9:30 am.

These minutes are intended to provide a summary of the discussions and decisions made during the Board of Supervisor meeting. For the most accurate and comprehensive record, please refer to the audio recording of the meeting that can be provided upon request at the auditor's office.