

MINUTES OF SIOUX COUNTY BOARD OF SUPERVISORS
MEETING HELD ON FEBRUARY 14, 2017

- 1) The Board of Supervisors of Sioux County, Iowa, met pursuant to adjournment at 9:00 a.m. with Chairman Sybesma presiding. Members present were John Degen, Arlyn Kleinwolterink, Dennis Wright, Mark Sybesma, and Al Bloemendaal.
- 2) Minutes of the meeting held on February 7, 2017, were submitted, and the Chairman declared them approved.
- 3) Tom Kunstle, Sioux County Attorney
 - Informed the Board on HF265 in the Iowa Legislature that addresses sanctuary cities and counties. This legislation would not apply to Sioux County.
 - Noted that the Sheldon RTF is closing and the closure will impact how long people spend in prison. He mentioned that this is an unfortunate situation. The closing is due to a \$500,000 cut in spending for the 3rd Judicial District.
 - Reported that Danny Barnes cut off his monitoring device and escaped the Sioux City RTF.
 - Reported on an Iowa Supreme Court decision, State v. Coleman in regards to the procedure used by law enforcement when making a traffic stop. The decision was 4-3 and requires law enforcement to end the traffic stop once the procedure for that stop has been completed.
- 4) Deb Fischer, Sioux County Clerk of Court
 - Reported that the document management system (EDMS) has been fully implemented.
 - State funding has been an issue for quite some time and expressed concern over more potential deep cuts. Currently, her office is running two people short and has not been granted permission to rehire. The case load has not declined so the office has shouldered the case load with less staffing. She noted her appreciation for her staff.
 - Informed the Board of the State mandated furlough day on May 26, which is state-wide.
 - Distributed a population migration map that had a date range from April 1, 2010 to July 1, 2015. Population is increasing in Polk County and is showing a small reduction in Sioux County.
- 5) Marty Guthmiller, on behalf of Community Health Partners, requested an increase above the contracted amount for FY2018 for the Public Health budget. Present for this discussion were Jackie Covey, Kim Westerholm and Deb Vander Plas.
 - He stated that the Board of Health will need to determine the mandated services for the residents of Sioux County. He also expressed his appreciation for the staff of Community Health Partners.
 - Reported that the agency has been running at an average loss of \$64,000 from fiscal years 2012 through 2016. Recently that has been at a higher loss than anticipated driving that average loss higher.
 - Informed the Board of future deficits nearing \$200,000 due to State funding cuts.
 - The cost per capita for FY2016 for Sioux County was \$6.51 and the contracted amount for FY2018 is \$6.90.

- Requested that the Board fund to \$8.90 per capita which would represent a \$70,000 increase above the contracted amount. Guthmiller compared Marion County, which is a like-size county in population and their per capita rate is \$8.43.

Motion by Wright and supported by Kleinwolterink to approve \$297,314 (\$8.49/capita) in contracted funding from Sioux County for fiscal year 2018. Motion carried unanimously.

6) Nate Huizenga, Emergency Management Director/Chief Deputy,

- Presented an amendment to the agreement for the Hazmat contract with the City of Sioux City. This amendment will slowly increase the per capita rate until it reaches \$1.00 per capita in 2022. Motion by Degen and supported by Bloemendaal to approve signing the amendment. Motion carried unanimously.
- Reported that EMS training was held on February 11.
- Informed the Board that there will be a change in the grant funding in which eight counties will be in a pool to receive funding. This will result in a decrease in current grant funding.

7) Ryan Dokter, Sioux County Auditor,

- Presented the following Courthouse and Treasurer's Office Closure policy for Board approval. Motion by Kleinwolterink and supported by Degen to approve the Sioux County Courthouse and Treasurer's Office Emergency Closing Policy. Motion carried unanimously.

**Sioux County Courthouse and Treasurer's Office
Emergency Closing Policy**

Policy

Although the Sioux County Courthouse and Treasurer's Office will make every effort to remain open for business on scheduled workdays, there may be instances where conditions make it impossible to do so. These include, but are not limited to, severe weather, declared state of emergency, utility disruptions, natural disasters and terrorist actions. In all cases employee safety will be the primary consideration. The following procedures will set forth employer and employee obligations regarding reporting to work, use of leave and pay issues when circumstances impact the organization's ability to be open for business.

Procedures

1. The determination to close the Courthouse and Treasurer's Office will be made by the Board Chairman and the County Auditor. Consultation with the Clerk of Court, County Engineer, County Sheriff, and Communications Center may be utilized to make the final decision to close.
2. Management will alert employees about the closure of the Courthouse and Treasurer's office using some or all of the following means: email, text messaging, KSOU and KDCR radio announcements, County website, and social media.
3. Notification to employees and to the Clerk of Court will be made by 6:00 a.m. for closure or for a delayed opening of the facilities.

4. Refer to section 4.2 of the Sioux County Employee Handbook & Policies Inclement Weather for employee responsibilities and compensation for inclement weather.

Policy will be effective February 14, 2017.

/s/Mark Sybesma, Chairman
Board of Supervisors

Attest: /s/Ryan Dokter
Sioux County Auditor

- Presented an updated Sioux County No Smoking Policy to the Board for approval. Motion by Degen and supported by Kleinwolterink to approve the updated policy. Motion carried unanimously.

Sioux County No Smoking Policy

Because we recognize the hazards caused by exposure to environmental tobacco smoke, as well as the life-threatening diseases linked to the use of all forms of tobacco, it shall be the policy of Sioux County, effective February 14, 2017, to provide a tobacco-free environment for all employees and visitors. This policy covers the smoking of any tobacco product, including but not limited to, electronic smoking devices such as e-cigarettes, and the use of oral tobacco products or “spit” tobacco, and it applies to both employees, non-County employee offices, and non-employee visitors of Sioux County.

When the provisions of this policy are in conflict with the Code of Iowa; or with a collectively bargained agreement between the County and a certified bargaining unit, the provisions of the collectively-bargained agreement and/or the Code of Iowa will prevail. This also includes the policies of Sioux County Conservation.

Definition

1. The use of tobacco products will not be allowed within the facilities or on the property of Sioux County at any time.

The decision to not provide designated smoking areas outside the building will be at the discretion of management.

Included in this policy is that there shall be no open flames of any sort, at any time in all Sioux County public owned buildings, which includes burning candles of any sort.

2. No tobacco use in any company vehicle.

There will be no use of any form of tobacco in Sioux County vehicles at any time.

There will be no tobacco use in personal vehicles when transporting people on Sioux County authorized business.

3. Breaks

Supervisors will discuss the issue of taking breaks with their staff, both smokers and non-smokers. Together they will develop effective solutions that do not interfere with the productivity of the staff.

Procedure

1. Employees will be informed of this policy through signs posted in Sioux County facilities, and one or more of the following: newsletters, inserts in pay envelopes, the policy manual, e-mail, and/or orientation and training provided by their supervisors.
2. Visitors will be informed of this policy through signs on the entrance doors.
3. Employees on the County's health insurance plan may contact the Employee Assistance Program for free, confidential professional counseling services to assist in nicotine addiction counseling and education.
4. Any violations of this policy will be handled through the disciplinary procedures.

/s/Mark Sybesma, Chairman
Board of Supervisors

Attest:/s/Ryan Dokter
Sioux County Auditor

- Reported that companies have shown interest in providing ancillary benefits to county employees. Dokter was looking for direction from the Board on how to respond to these requests. He suggested putting an insert into employee paychecks providing them with the dental/vision/disability/identity theft options, and having the companies directly contact the employees. A tentative form was provided to the Board for review. The County would not contribute to any of these premiums. Motion by Bloemendaal and supported by Wright to include an insert in employee's paychecks with a modification to the form presented. Motion carried unanimously.
 - Presented an updated General Fund report with budget updates as of February 10, but it did not currently account for the change in Public Health funding. Motion by Kleinwolverink and supported by Wright to approve the proposed budget for publishing to include the updated approved funding for Public Health. Motion carried unanimously.
- 8) Chairman Sybesma presented a tentative agreement with the Secondary Road Union. The language states that "Employees shall contribute an amount equal to the amount paid by all fulltime non-union employees of Sioux County". The current contract will be extended through June 30, 2019 with the final year increasing wages by 2.0% across the board. Motion by Wright and supported by Kleinwolverink to approve the tentative agreement with the Sioux County Secondary Roads Department.

9) Doug Julius, Sioux County Engineer,

- Reported that the main source of gravel for the County stock piles are located on the western side of the county. The stock piles are replenished primarily from the Chatsworth pit and the Keehn pit. The Keehn pit is nearly empty. A map of the stock piles sites and gravel pits was distributed.
- Stock piling has been completed for Boyden and Alton with private haulers, and the Sioux Center and Ireton piles will be done by County haulers.
- Reported that February 16 and 28 are the dates set for MSHA training. Half of the road staff will attend each one of these trainings.
- Presented a Powerpoint presentation on the Rock Valley bridge project. Present for this presentation was Rock Valley Mayor Kevin Van Otterloo. Van Otterloo has received no complaints from the residents of Rock Valley during this project and stated his appreciation for the work being done.

10) Committee Reports:

- **Kleinwolterink** – attended a landfill meeting.
- **Degen** – attended a Conservation fishing clinic.
- **Bloemendaal** – attended a trails meeting.
- **Wright** – attended a Hull Kiwanis meeting and appreciated the presentation given by the County Auditor Ryan Dokter.

11) The Chairman adjourned the meeting at 11:00 a.m. until 9:00 a.m. Tuesday, February 28, 2017.

Mark Sybesma, Chairman
Sioux County Board of Supervisors

ATTEST: _____
Ryan Dokter
Sioux County Auditor