

## FROM THE LOG

## OFFICIAL PROCEEDINGS

## Franklin County Board of Supervisors • December 8, 2020

Be it duly noted these minutes of 12/8/20 are UNOFFICIAL minutes. The Board of Supervisors met in regular session at 8:30AM with Board members Michael Nolte-Chairman, Gary McVicker and Corey Eberling present. Chairman Nolte led the Pledge of Allegiance.

Motion by McVicker, seconded by Eberling, approves the Agenda as presented. All ayes. Motion carried. Motion by McVicker, seconded by Eberling, approves the Minutes of 11/30/20. All ayes. Motion carried. Committee Updates: NIACC DREP Program update

Present was: Chris Vanness  
Lisa Mulford, Planning & Zoning and Russell Gibson presented a request for a subdivision waiver.

Motion by McVicker, seconded by Eberling, approves Resolution 2020-62: Sub-division Waiver request from Russ Gibson on a parcel located in W ½ of NW ¼ 31-92-20 lying south of former RR ROW and NW of Hwy 3.

Said Resolutions reads as follows:

**Resolution 2020-62**  
**A RESOLUTION OF THE BOARD OF SUPERVISORS OF FRANKLIN COUNTY APPROVING A SUBDIVISION WAIVER**

WHEREAS, The Franklin County Subdivision Ordinance 6.2 allows waivers to the requirements set therein, and

WHEREAS, Russell Gibson has asked for a subdivision waiver for the following parcel:

Parcel located in W1/2 of NW 31-92-20 lying S of former RR ROW and N & W of Hwy 3 ROW.

To subdivide the building site creating an additional division within the 40-acre parcel.

BE IT RESOLVED that The Franklin County Board of Supervisors approves the Subdivision Waiver and owner shall prepare Easements for access to two land locked parcels that will be created in the division of said parcels.

PASSED AND ADOPTED this 8th day of December, 2020.

Eberling-Aye, McVicker-Aye, Nolte-Aye. Resolution duly adopted  
Lee Gallentine, Drainage Engineer, CGA, was present via Zoom to discuss several drainage districts.

Motion by McVicker, seconded by Eberling, approves the Completion Report for repairs in DD 7 – Upper Main Tile repair as presented by CGA. All ayes, motion carried.

Motion by Eberling, seconded by McVicker, adopts Resolution 2020-63: Setting January 25, 2021 at 10:30 AM, as the date and time for a public completion hearing for DD 7 – Upper Main tile repair. Said Resolutions reads as follows:

**RESOLUTION NO. #2020-63**  
**TO FIX A DATE AND TIME FOR A PUBLIC HEARING TO RECEIVE COMMENTS ON THE COMPLETION HEARING FOR DRAINAGE DISTRICT #7 UPPER MAIN TILE**

WHEREAS, Franklin County Supervisors sets January 25, 2021 at 10:30 AM as the date and time for a Public Hearing;

WHEREAS, at which time the Board will receive all written and oral comments regarding the Engineer's Completion Report for DD #7 Upper Main Tile presented on December 8, 2020.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Franklin County, Iowa, that said Public Hearing will be held according to the laws applicable for drainage districts.

BE IT DULY ADOPTED this 8th day of December, 2020, with the vote thereon being as follows:

Eberling - Aye, McVicker - Aye, Nolte - Aye. Resolution duly adopted.

Motion by McVicker, seconded by Eberling, approves the Completion Report for repairs in DD 18 – Original Main Tile repair as presented by CGA. All ayes, motion carried.

Motion by McVicker, seconded by Eberling, adopts Resolution 2020-64: Setting January 25, 2021, 11:00 AM, as the date and time for a public completion hearing for DD 18 – Original Main Tile repair. Said Resolution reads as follows:

**RESOLUTION NO. #2020-64**  
**TO FIX A DATE AND TIME FOR A PUBLIC HEARING TO RECEIVE COMMENTS ON THE COMPLETION HEARING FOR DRAINAGE DISTRICT #18 ORIGINAL MAIN**

WHEREAS, Franklin County Supervisors sets January 25, 2021 at 11:00 AM as the date and time for a Public Hearing;

WHEREAS, at which time the Board will receive all written and oral comments regarding the Engineer's Completion Report for DD #18 Original Main Tile presented on December 8, 2020.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Franklin County, Iowa, that said Public Hearing will be held according to the laws applicable for drainage districts.

BE IT DULY ADOPTED this 8th day of December 8, 2020, with the vote thereon being as follows: Eberling-Aye, McVicker-Aye, Nolte-Aye. Resolution duly adopted.

Motion by Eberling, seconded by McVicker, approves the Completion Report for repairs in DD 34 – Lateral 31 tile repair as presented by CGA. All ayes, motion carried.

Motion by Eberling, seconded by McVicker, adopts Resolution: 2020-65: Setting January 25, 2021, 11:30 AM, as the date and time for a public completion hearing for DD 34 – Lateral 31 tile repair. Said Resolutions reads as follows:

**RESOLUTION NO. #2020-65**  
**TO FIX A DATE AND TIME FOR A PUBLIC HEARING TO RECEIVE COMMENTS ON THE COMPLETION HEARING FOR DRAINAGE DISTRICT #34 LATERAL 31**

WHEREAS, Franklin County Supervisors sets January 25, 2021 at 11:00 AM as the date and time for a Public Hearing;

WHEREAS, at which time the Board will receive all written and oral comments regarding the Engineer's Completion Report for DD #34 Lateral 31 presented on December 8, 2020.

NOW THEREFORE, BE IT RESOLVED by the Board of Supervisors of Franklin County, Iowa, that said Public Hearing will be held according to the laws applicable for drainage districts.

BE IT DULY ADOPTED this 8th day of December, 2020, with the vote thereon being as follows: Eberling-Aye, McVicker-Aye, Nolte-Aye. Resolution duly adopted.

Motion by Eberling, seconded by McVicker, approves DD #10, Change Order #3, submitted by Lambertsen Excavating Inc., to increase the amount of the total contract \$409.00 for rerouting private tile that crossed over Lateral 2 tile using steel casing. All ayes, motion carried.

DD 34 Lat 1, Gallentine requested direction on how the District Trustees wish to proceed. After detailed discussion the Board directed Drainage Engineer to proceed with Option 2 replacing approximately 250' to 300' of Lateral 1 tile east of Finch Avenue with 8" perforated HDPE with a fabric sock and rock bedding, per the estimate supplied by Mort's of Latimer.

Elizabeth Thyer, Gardner + Co, met to present the Financial Report for FY19/20 to the County.

Jay Waddingham, County Engineer met with the Board.

Motion by Eberling, seconded by McVicker, approves a Franklin County Utility Permit Application for Frontier Communications to place 48 fiber from the northwest corner of 100th Street, aka Cerro Gordo Street, and Lark Avenue south to 2479 Lark Avenue in the east ROW of Lark Ave. All ayes, motion carried.

Vickie Pralle and Taylor Williams, NIACC Representatives, met via Zoom to update the Board on the DREP Program for Secondary Road. The current Service Provider (NIACC) DREP Program, will expire 12/31/2020. This change will not affect services for Franklin County until late spring. No action taken.

Audrey Emery, HR Director met to update the current Employee Policy due to COVID-19.

Motion by McVicker, seconded by Eberling, adopts Resolution 2020-61: Temporary Policy for Face Covering per COVID. Said Resolution reads as follows:

**RESOLUTION 2020-61**  
**Face Covering Policy in Response to the Novel Coronavirus (COVID-19) Pandemic**

Effective Date: 6/1/2020  
Revision Date: 12/3/2020  
Per the recommendations of the CDC and Iowa's governor, Franklin County will be implementing a Face Covering Policy for employees due to the challenge of maintaining physical (social) distance of six (6) feet at all times. Employees will be required to wear a mask or face

covering in the situations outlined below.

**Applicability**

This policy is applicable to all Franklin County-owned facilities and vehicles. All Franklin County employees responsible to the Board of Supervisors, all Franklin County employees responsible to a County elected official who has adopted this policy, and all Franklin County employees not directly responsible to either the Board of Supervisors or a County elected official and whose governing body and the Board of Supervisors has certified its applicability will be expected to abide by this policy.

**Provisions**

Franklin County will provide each employee regularly reporting to work with a disposable surgical mask. Employees may provide and wear their own face covering. Suitable face coverings are material that covers the nose and mouth, secured to the head with ties or straps, or wrapped around the lower face. Examples of face coverings compliant with this policy include cloth masks, paper masks, scarves, bandanas, neck gaiters, face shields, and surgical masks. Medical respirators are compliant with this policy but employees are encouraged to preserve those items for health care settings.

Employees are able to reuse disposable surgical masks provided by the County. The CDC recommends that masks should be carefully folded so that the outer surface is held inward and against itself to reduce contact with the outer surface during storage. Folded masks can be stored between uses in a clean, sealable paper bag or breathable container.

The CDC recommends that cloth face coverings should be cleaned each day. The coverings should be laundered in the warmest water appropriate for the fabric. The expectation is that employees will launder their face coverings before each work shift begins.

Employees must wear a face covering that covers the nose and mouth whenever an employee is working in the following situations:

When working directly with other employees, members of the public, vendors, visitors, or business consultants and when social distancing is not feasible (e.g. close or shared workspaces).

Whenever entering another departmental office or when an outside visitor is doing business inside the employee's own departmental office regardless of social distancing or length of direct contact.

When in a common area of a County-owned building, to include but not limited to: Courthouse atrium, restrooms, break rooms when not eating and/or drinking, meeting spaces, and hallways.

When in a County vehicle or personal vehicle being used for County business with more than one person, provided that the face covering does not impede the driver's ability to see and hear.

Per the CDC, face coverings should not be placed on anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance. Employees who need to request an accommodation to this policy due to medical or religious reasons should contact their department head/Elected Official and Human Resources. Employees who wear a face shield must wear it subject to the same requirements for wearing other face coverings. Face shields should be sanitized between uses.

Employees are not required to wear face coverings under the following circumstances:

When seated or standing alone at the employee's desk, workstation, or office.

When the employee is able to continually maintain a 6-foot minimum distance from others.

When traveling alone in a vehicle on County business.

Employees should discard face coverings that:

Do not or cannot stay on the face.  
No longer cover the nose and mouth.

Are stretched out.  
Have damaged ties or straps.  
Have holes or tears.

Are visibly soiled or heavily soiled by bodily fluids such as coughing or sweating.

**Enforcement**

Elected Officials, Department Heads, and supervisors have the responsibility to enforce this policy and to enlist the cooperation of employees in accomplishing this objective. Franklin County reserves the right to deny entrance to Franklin County facilities and vehicles to any employee who refuses to wear a face covering.

If, in the opinion of the Board of Supervisors, the strict application of this policy in a specific instance does not serve the best interest of Franklin County, the Board may waive or modify the provisions of this policy.

BE IT DULY ADOPTED this 8th day of December 8, 2020, with the vote thereon being as follows: Eberling-Aye, McVicker-Aye, Nolte-Aye. Resolution duly adopted

COVID-19 procedures were discussed regarding emergency paid sick leave (FFCA), FMLA leave, and other options regarding positive cases.

The Board discussed Drainage District Tree and Brush Control for summer of 2021.

Motion by Eberling, seconded by McVicker, adopts Resolution 2020-66: Tax abatement of penalties in the amount of \$853.00 on property located at 204 3rd St. Chapin, Iowa; the former Methodist Church now owned by Randy and Holly Coffee. Resolution reads as follows:

**RESOLUTION #2020-66**  
**ABATEMENT OF TAXES**

WHEREAS; Randy and Holly Coffee, Chapin, Iowa, have requested an abatement of taxes on property located at 204 3rd Street in Chapin, Iowa, the old Methodist Church property;

WHEREAS, said property was discussed with the Board of Supervisors on September 30, 2019 with the conclusion being the Board would consider abating taxes upon the purchase by the Coffee's;

WHEREAS, abatement is considered on said parcel for previous years taxes:

2016/2017.... 0329480003-\$231.00  
2017/2018.... 0329480003-\$204.00  
2018/2019.... 0329480003-\$182.00  
2019/2020.... 0329480003-\$155.00  
2020/2021..... 0329480003-\$ 81.00

BE IT RESOLVED, said back taxes be abated and in the best interest of the citizens of Franklin County to have said parcel back on the tax rolls.

BE IT DULY ADOPTED this 8th day of December 8, 2020, with the vote thereon being as follows:

AYES: McVicker, Nolte, Eberling  
NAYS:

ABSENT/NOT VOTING:  
Eberling-Aye, McVicker-Aye, Nolte-Nay. Resolution duly adopted.

Motion by Eberling, seconded by McVicker, adopts Resolutions 2020-67: Setting January 25, 2021 at 10:00 AM as the date and time for FY2021 budget amendment. Resolutions reads as follows:

**RESOLUTION No. #2020-67**  
**TO FIX A DATE AND TIME FOR A PUBLIC HEARING TO RECEIVE COMMENTS ON THE AMENDMENT OF FY2021 BUDGETARY EXPENDITURES AND REVENUES**

WHEREAS, Franklin County Supervisors, reviewing the Fiscal Year 2020/2021 Budget, sets January 25, 2021 at 10:00 a.m. as the date and time for a Public Hearing;

WHEREAS, at which time the Board will receive all written and oral comments regarding said budgetary expenditures and revenues;

NOW THEREFORE, IT IS RESOLVED by the Board of Supervisors of Franklin County, Iowa, that said Public Hearing will be held according to the laws applicable for budgetary funds.

BE IT DULY ADOPTED this 8th day of December, 2020, with the vote thereon being as follows:

AYES: McVicker, Nolte, Eberling  
NAYS:

ABSENT/NOT VOTING:  
Eberling-Aye, McVicker-Aye, Nolte-Aye. Resolution duly adopted.

Motion by Eberling, seconded by McVicker, adjourns at 12:18 AM, until December 14, 2020. All ayes. Motion carried.

ATTEST:  
Michael Nolte, Chairman  
Michelle S. Giddings, Auditor