



BOARD OF SUPERVISORS

PO Box 944, Newton, IA Phone: 641-792-7016 Fax: 641-792-1053

Denny Stevenson

Doug Cupples

Brandon Talsma

May 7, 2024

9:30 a.m.

www.jasperia.org

Live Stream: <https://zoom.us/j/8123744948>

Meeting ID: 812 374 4948

Dial In: +1-646-931-3860

-Anyone that has an item on the agenda must appear in person for the Board to consider it.-

Pledge of Allegiance

Item 1 General Assistance – Connie McQuiston

- a) Approval of the General Assistance Policy Manual Changes

Item 2 Buildings & Grounds – Adam Sparks

- a) Concrete Bunkers

Item 3 Community Development – Kevin Luetters

- a) Set Public Hearing Dates for Rezone Request from Agricultural (A) to Rural Residential Large Lot (RR) – Parcel #11.11.300.014
(Recommended Dates & Times, May 21st, May 28th, and June 4th, 2024, at 9:30 am in the Board of Supervisors Room)

Item 4 Human Resources – Dennis Simon

- a) Hiring Resolution for Elderly Nutrition 2nd Cook – Colleen Lepley
- b) Hiring Resolution for Sheriff's Office two Full Time Jailers – Noah Brindle and Nikki Colgrove

Item 5 Treasurer – Doug Bishop

- a) 2023 Tax Year 2024/2025 Payable Year Suspension of Taxes and Special Assessments

Item 6 Engineer – Mike Frietsch

- a) Notice of Jasper County Property Owners (Noxious Weed Control)
- b) Purchase of Permanent Easement from Public Highway on Parcel #06.03.176.001 (Bridge Project No. BROS-5110(602)—8J-50)

Item 7 Approval of a MOU between Jasper County, Iowa, and Central Iowa Community Services (CICS) Mental Health and Disability Services (MHDS) Region.

Item 8 Approval of Claims paid through May 7, 2024

Item 9 Approval of Board of Supervisors Minutes for April 23, 2024

Item 10 Board Appointments

PUBLIC INPUT & COMMENTS

Close Session requested by Adam Sparks in Accordance with Iowa Code Section 21.5(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

After the Regular Meeting – Work Session

JASPER COUNTY
General Assistance



Policy Manual

Table of Contents

- I. Purpose and Legal Authorization
- II. Administration
- III. Eligibility
- IV. Computation of Income
- V. Resources
- VI. Types of Assistance
- VII. Duration
- VIII. Application Process
- IX. Repayment and Appeal

Appendix A – Assistance Rate Guidelines

Appendix B – Burial Policy

I. Purpose and Legal Authorization

A. Purpose:

To provide for the assistance of poor and needy residents of Jasper County when such persons are not supported by their own means or other public or private resources and in accordance with Chapter 252 of the Code of Iowa and the Jasper County General Assistance Resolution.

B. Legal Authorization:

The guidelines and procedures set out in this manual implement the provisions of General Assistance of Jasper County. This manual will carry out the duties imposed upon the County by Code of Iowa, Chapter 252. This chapter directs the Jasper County Board of Supervisors to provide for the relief of "poor" persons in Jasper County.

C. Jasper County shall provide assistance for the following:

1. Assistance for Poor Persons: Defined by 252.1 of the Code of Iowa as persons who have no property, exempt or otherwise, and are unable, because of physical or mental disabilities, to earn a living by labor.
2. Emergency Assistance for Needy Persons: Defined by Chapter 252.1 of the Code of Iowa as persons who have some means. Assistance provided for "needy" persons in Jasper County is limited to assistance to persons who have "circumstances which are not attributable to them." One-time exceptions may be made.

II. Administration

A. Personnel:

The General Assistance program shall be administered by the General Assistance Director. The Director may designate qualified and trained staff to administer the program and carry out General Assistance duties. Staff members are appointed by and responsible to the Director.

B. Duties of Personnel:

1. Issue and accept applications for General Assistance on standard application forms provided by Jasper County.
2. Investigate the factual statements on each application.
3. Determine eligibility of each applicant according to the guidelines set out in this manual within five working days of receipt of application and will notify applicant of eligibility.
4. Ascertain if applicants are eligible for categorical assistance programs administered by State, Federal and/or privately funded authorities including FIP, SSI, Social Security, Veteran's Benefits, Medicaid, Medicare, Food Stamps, Energy Assistance, Low Rent Housing, and related programs. Refer applicant to appropriate agency.
5. Arrange for vendor authorization and payment for each eligible applicant.

III. Eligibility

To be eligible for assistance an applicant must meet the following criteria:

- A. Must be a resident of Jasper County according to residency rules defined in Iowa Code Chapter 331.394.
- B. Must be 18 years of age or older.

- C. Must meet income and resource guidelines. Federal poverty guidelines for the current year will be used in determining income eligibility. Applicants with household income up to ~~100%~~ 200% of federal poverty level qualify. All others may be considered on a case by case basis, as determined by the Director.
- D. Must submit a fully completed application and provide all required documentation.
- E. Must, if able-bodied, be working or actively seeking employment.
- F. Must, if not able to work due to a mental or physical disability, provide written verification from a physician or licensed professional. The verification must state the primary health condition, whether the inability to work is temporary or permanent, and the approximate date (if applicable) that the applicant may return to employment. (Forms for this purpose shall be provided by General Assistance).
- G. General Assistance is available to persons receiving public assistance when there is a temporary emergency situation; however, assistance will not be provided on an ongoing basis.

IV. Computation of Income

- A. Earned income means income including, but not limited to wages, salaries, fees, or self-employment, which is available to an applicant, ~~an applicant's family member~~ and/or an applicant's household member.
- B. Unearned income means all income derived from invested capital, child support payments, alimony, inheritances, gifts, public assistance benefit, pensions, social security payments, and any other type of monetary payment not defined as earned income.
- C. All earned and unearned income available to an applicant and/or an applicant's household shall be included in countable income.
- D. Income eligibility determination is based on income received during the last four weeks preceding the date of the application.

V. Resources

An eligible applicant shall not have available resources that could be used to remedy the situation for which they are applying. All real and personal property of the applicant shall be considered in making a determination for granting assistance, with the following exceptions:

- A. Homestead
- B. Furniture and personal items
- C. Vehicles used for necessary transportation
- D. Burial lots and/or funeral trust funds
- E. Life insurance and retirement accounts (if not retired) still in the cumulative stage.

VI. Types of Assistance

After eligibility is established, assistance may be granted for the following:

- A. Rent
 - 1. Rent assistance is provided only in emergency situations when an eviction notice or notice of nonpayment has been received.
 - 2. Payment shall be made only to owners of the property.

3. Rent shall only be paid for housing that is currently being occupied except for temporary absence due to health reasons.
4. Rent payment may not be paid to any relative.
5. Landlord must agree to accept county voucher and agree not to evict for a period of 30 days from the date specified on the voucher.
6. The amount of assistance will be determined by the most recent rent/utility guideline in Appendix A. (Flexibility will be allowed in cases where the entire request for assistance is no more than \$50 over the guideline.)
7. General Assistance is not available for deposits or first month's rent.
8. Affordability of housing is a consideration in determining eligibility.
9. Rent will not be paid to businesses that operate for the primary purpose of providing short-term lodging, such as hotels.

B. Utilities

1. Utility assistance includes payments for gas, electricity, water and residential propane.
2. Utility assistance is provided only in emergency situations when a disconnect notice has been received or payment arrangement will be broken and will result in disconnect.
3. In determining eligibility for utility assistance, the applicant must be the individual in whose name the utilities are listed.
4. General Assistance is not available for old accounts, reconnect fees, utility deposits, repairs and miscellaneous equipment-related fees.
5. The amount of assistance allowable will be determined by the most recent rent/utility guideline in Appendix A.

C. Burial Expenses:

After eligibility is established, assistance may be granted for indigent burial or disposition as outlined in Appendix B.

D. Medication:

One month usage for physician prescribed medications. Medications prescribed for pain management are excluded. All other requests will be referred to the Department of Human Services for insurance application.

E. Dental:

Dental emergencies at the Director's discretion. All other requests will be referred to the Department of Human Services for insurance application.

VII. Duration

- A. Poor person: Applicants shall be granted assistance so long as the disability continues or are granted assistance through state or federal programs. All applicants that apply for SSI benefits shall have a signed Interim Assistance Reimbursement (IAR) form and an Incapacity Report signed by a medical professional on file. Provisions for meeting the basic needs for individuals applying for SSI will be followed in accordance with the Interim Assistance Reimbursement Handbook as well as following the basic guidelines of General Assistance as stated in this manual, and shall continue until such time as the physical or mental disability

- no longer prevents the person from being employed or until the person's appeal under SSI or SSDI has been denied by the Administrative Law Judge (ALJ), whichever event occurs first.
- B. Needy person: Applicants shall be granted assistance only to remedy a crisis situation and shall be limited to amounts and duration determined by the General Assistance Director.

VIII. Application Process

- A. Application:
1. To be considered valid an application must contain a legible name and address and must be signed.
 2. Application date is the date the application is received in the General Assistance office.
 3. Other accompanying documentation may be required such as photo identification, documentation of income for the past 30 days, Landlord Questionnaire and Eviction or Notice of Nonpayment (if applying for rent assistance) and disconnect notice or documentation of pay arrangement and current utility bill (if applying for utility assistance).
 4. An application is to be kept on file for every current General Assistance case. The application is an authorization for the assistance worker to investigate the applicant's financial situation. A new application does not have to be filled out by the applicant if requesting assistance more than once in a 90-day period unless the applicant's financial situation changes or the General Assistance worker feels that a new application is needed.
 5. Once a case becomes inactive, the case file is to be kept for seven years and then destroyed.
- B. Interview:
1. After the applicant has completed the General Assistance Application an interview with the General Assistance worker is to be conducted within the processing time. Persons attending the interview may include the applicant, legal guardian or conservator, or someone acting on the applicant's behalf (approved by the applicant.)
 2. Review the application with the consumer to ascertain the completeness and accuracy of the application.
 3. Provide and explain programs that are available and recommend those appropriate.
 4. Explain that eligibility will be determined based on information and verification provided. Explain the need for application and forms to be complete and accurate.
- C. Documentation and Verification:
1. Information pertaining to the applicant's need and present financial situation is obtained in two ways:
 - a. Questions directed to the applicant regarding income, resources, job prospects, etc.
 - b. Verification of assets
 - Household is responsible for providing accurate information and verification.
 - Every reasonable effort must be made by the applicant to provide verification.
 - Give client specific instructions ~~on~~ when additional information or verification is required, i.e. Income and Resources; Incapacity Report; Disconnect or Eviction Notice; Job Search Verification.
 2. Allow the client five days to supply information. Extend if client is making an effort to comply.
 3. Further information may be required when

- a. Living expenses are greater than income; this may indicate the consumer has not reported all information.
- b. Consumer is unable to answer questions adequately.
- c. Consumer has a history of misrepresentation.
- d. Consumer has no permanent physical address.

D. Decision:

The General Assistance ~~Director~~ worker shall make an initial determination of the eligibility and needs of the applicant within five working days of the receipt of the application. The consumer's application may be approved, denied, or put in pending status. Pending status will only be used when further information, verification or action is required of the applicant. If ~~the Director cannot make the~~ ~~an~~ initial determination cannot be made within five working days, the applicant will be notified ~~by written explanation~~ of the delay and reason for such.

Upon determination, the ~~Assistance worker shall notify the~~ applicant ~~shall be notified~~ in person, ~~by email~~, or by mail at the last address shown on the application, ~~the~~ with written decision showing the reasons for the determination and the statutes or resolutions applied, together with the specific benefits and their amounts to which the applicant is entitled. If the request is approved, a General ~~Relief Assistance~~ Order and County Claim ~~are will be~~ written. The vendor ~~is will be~~ notified. The ~~County~~ ~~General Assistance~~ Order and County Claim are submitted to the ~~Director of~~ General Assistance ~~Director~~ for approval. The claim is then sent to the Auditor's office. A copy of the General Assistance Order is kept on file for ~~seven~~ ~~three~~ years.

Reasons to Approve Assistance

Circumstances which are not attributable to the person include:

- A. Involuntary termination from employment for other than cause.
- B. Voluntary termination of employment for good cause.
- C. Involuntary reduction in earnings.
- D. Strike/lockout.
- E. Lost or stolen benefits which will be replaced; ~~theft must have been reported to police.~~
- F. Awaiting approval and/or receipt of FIP and/or unemployment benefits.
- G. Delayed delivery of eligible benefits due to administrative error.
- H. Unusual and/or inordinate amount of medical expense.
- I. Unusual and/or inordinate amount of transportation expense when necessary for employment.
- J. Unusual and/or inordinate amount of expense related to moving when:
 - 1. The move is a result of domestic abuse.
 - 2. The move is a result of sub-standard housing.
 - 3. The move will decrease shelter costs.
 - 4. The move is required for reasons other than cause.

Reasons to Deny Assistance

- A. Not a resident of Jasper County.
- B. Residing outside of Jasper County.

- C. Residing in a facility or resident of an organized program.
- D. Above income or resource guidelines.
- E. Refusal to rely on income and resources.
- F. Transfer of property with intent to qualify for assistance programs.
- G. Applicant has created the need for assistance by use of income/resources for non-basic needs.
- H. Knowingly providing false information.
- I. Currently participating in State/Federal Program.
- J. Failure to apply or comply with a State/Federal Program.
- K. Limited benefits plan for FIP.
- L. Voluntarily leaving subsidized living arrangement.
- M. Job quit or failure to comply with GA work requirements.
- N. Voluntarily become unavailable for full time employment.
- O. Failure to cooperate or provide verification and documentation.
- P. Failure to attend required interview.
- Q. Failure to repay previous grants when able.

If the assistance is denied, the applicant should be given alternatives to solving the problem, i.e. other community resources, if available.

IX. Repayment and Appeals

Repayment:

- A. Repayments shall be received by General Assistance from any person offering to repay for relief which has been provided to that person or any other person pursuant to the provisions of the General Assistance manual.
- B. Any person making application for assistance shall agree prior to the receipt of any assistance to make reimbursement for that assistance pursuant to the provisions of the General Assistance Ordinance if the applicant becomes financially able to make such reimbursement.
- C. Any person making application for assistance who applies for Supplemental Security Income and is entitled to a retroactive lump sum payment must agree to comply with the reimbursement provisions of the State Supplemental Income Program to be or remain eligible for relief under this program.

Procedure for Receiving Repayments/Separation of Duties:

- A. Reimbursement is received by direct deposit from Social Security Administration (SSA). Notice will be received from SSA of approval of interim assistance payment.
- B. Director will notify the Jasper County Treasurer of anticipated deposit.
- C. Once receipt of deposit is received from the Treasurer, payment will be entered into the client database by the ~~assistant~~ General Assistance worker.
- D. Checks for General Assistance repayment are received by mail or in person.
- E. Mail is opened by ~~Assistant Director~~ General Assistance worker and checks logged. Director verifies and initials log. A copy of the check is retained.
- F. Check or cash is taken to Treasurer's Office for deposit, along with the Chart of Account code to credit. Receipt will be sent from the Treasurer's Office.

- G. Receipt is reconciled to the original log sheet, initialed, and receipt stapled to copy of check and filed.
- H. ~~Assistant~~ General Assistance worker enters information into the client database.
- I. Revenue reports from the Auditor's Office are balanced monthly with database and initialed by Director.

Appeals:

- A. An applicant may appeal an eligibility determination by filing a written notice of appeal with the General Assistance Director within ten days of the denial.
- B. The General Assistance Director shall set a time and place to review the determination with the applicant within ten days of the appeal.
- C. The General Assistance Director shall provide a decision in writing to the applicant within three days of the appeal meeting.
- D. If an applicant after appeal to the General Assistance Director disagrees with the decision, he/she may appeal to the Board of Supervisors of Jasper County.
- E. An appeal to the Jasper County Board of Supervisors shall be made by giving notice to the Director in writing within ten working days of the denial. Any request for appeal made to the Director will be immediately placed upon the Board of Supervisors agenda, in accordance with Chapter 28, Code of Iowa, for the next regular Board meeting. The Board shall hear the appeal and render its decision in writing within ten working days of receiving notice of appeal.

Appendix A – Assistance Rate Guidelines

~~One time assistance may be granted to needy applicants for rent or utilities in an amount up to \$300.00.~~

One time assistance may be granted to needy applicants for rent in an amount up to \$500.00.

One time assistance may be granted to needy applicants for utility payments in an amount up to \$300.00.

Flexibility will be allowed in cases where the entire request for assistance is no more than \$50 over the guideline.

Appendix B – Burial Expenses

Effective July 1, 2019, the total cost of an indigent burial or disposition will not exceed \$2500.00. This amount is to cover:

- Basic service charges of funeral director and staff
- Embalming or other preparation of the body
- Transfer of remains to the funeral home
- Use of the funeral coach the day of the service
- Casket
- Vault

All resources except Veteran's Death Benefits such as checking, savings, Social Security Death Benefit, life insurance, State Supplementary Assistance burial benefit, etc. will be subtracted from the amount.

At the request of family, cremation will be allowed as an alternative to burial with a maximum fee of \$800.00 to cover:

- Transfer of remains to the funeral home
- Cremation
- Cremation permit
- Container for the body
- Container for cremains



JASPER COUNTY COMMUNITY DEVELOPMENT

CONSISTING OF:

Planning & Zoning Division | Environmental Health Division | Animal Control Division
315 W 3rd St N - #150 Newton, IA 50208 ph: 641-792-3084

Rezone Request

Case File: R-24-004

Date: 04/24/2024

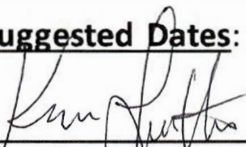
Set public hearing dates for the rezone of the parcel below from Agricultural (A) to Rural Residential Large Lot (RR).

PARCEL #11.11.300.014

The part of the Southwest Quarter of Section 11, Township 79 North, Range 21 West of the Fifth Principal Meridian, Jasper County, Iowa, as described as follows:

The north 422.40 feet of Parcel A, said Parcel A recorded in Book 1157, Page 176, at the Jasper County, Iowa, Recorder's Office

Suggested Dates: 05/21/2024, 05/28/2024, 06/04/2024



Kevin Luetters

Jasper County Community Development

Resolution 24-

WHEREAS, a position vacancy has been approved for the following appointment by the Board of Supervisors through the Personnel Requisition Process.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors approves and certifies the following appointment to the Auditor for payroll implementation:

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>EMPLOYEE</u>	<u>PAY RATE</u>	<u>RANGE/STEP</u>	<u>EFFECTIVE DATE</u>
Elderly Nutrition	2 nd Cook	Colleen Lepley	\$16.37	One Year Rate Union Scale per MOU	5/8/24

Resolution adopted this 7th day of May 2024

Brandon Talsma, Chairman

Attest:

Jenna Jennings, Auditor

RECORDED IN BOARD OF SUPERVISORS MINUTES
BOOK 22 5/7/2024 PAGE

Jasper County Treasurer
Doug Bishop

Jasper County Board of Supervisors

Iowa Code 427.9 Suspension of Taxes 5/7/2024

Please consider this a request for the suspension of taxes and special assessments on the following parcels:

2023 Tax Year 2024/2025 Payable Years

083221014	Newton	BROSE
0732300015	Colfax	ELLIOTT
1102482008	Colfax	PETERSON
L06L11256	Newton	SAMUELSON

NOTICE TO JASPER COUNTY PROPERTY OWNERS
ORDER ESTABLISHING THE 2024 NOXIOUS WEED CONTROL
PROGRAM IN JASPER COUNTY, IOWA

Pursuant to the provisions of Chapter 317, Code of Iowa, the Jasper County Board of Supervisors order:

That each owner and each person in the possession or control of any lands in Jasper County, including right-of-way of County trunk roads and local County roads, shall cut, burn or otherwise destroy all noxious weeds thereon, as defined in Chapter 317, at such time each year and in such manner to prevent said weeds from blooming or coming to maturity, and shall keep said lands free from such growth as shall render the streets or highways adjoining said lands unsafe for public travel. Noxious weeds shall be cut or otherwise destroyed on or before the following dates and as often thereafter as is necessary to prevent seed production throughout the year:

Group 1: May 15, 2024, Musk Thistle, Multiflora Rose

Group 2: May 20, 2024, Leafy Spurge, Smooth Dock, Sour Dock, Sheep Sorrel

Group 3: June 1, 2024, Canada thistle, Buckthorn, Wild Mustard, Bull Thistle

Group 4: June 15, 2024, Wild Carrot, Teasel, Poison Hemlock

Group 5: July 1, 2024, Perennial Sow Thistle, Cocklebur, Wild Sunflower, Shattercane

That in the case of substantial failure to comply with the foregoing order, the Weed Commissioner may impose a maximum penalty often dollars (\$10.00) fine for each day up to ten (10) days or may give notice to the landowner by certified mail to the last address as ascertained from the last tax list in the county Treasurer's Office. The Weed Commissioner, and others designated by him, may enter the land without consent for the purpose of destroying noxious weeds (5) five days after delivery of notice, which time shall be computed from the date of mailing. The expense of said work including cost of serving notice and other costs, if any, shall be assessed against the real estate plus an amount equal to twenty-five (25) percent of all sums expended.

Complaints: See contact information for Iowa Weed Commissioner on the Website:

<https://iowaweedcommissioners.org>

or contact the Jasper County Auditor's Office.

RESOLUTION 24-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MINGO, IOWA

RESOLUTION APPROVING PERMANENT EASEMENT AGREEMENT AND COMPENSATION ESTIMATE, ASSOCIATED WITH BRIDGE PROJECT NO. BROS-5110(602)—8J-50

BE IT RESOLVED that the City Council of the City of Mingo, Iowa, approves the following compensation estimate provided by Jasper County Engineer's Office for Permanent Right of Way Easement as follows:

Parcel 3 - .01 acres @ \$3,610.00 = \$36.10

BE IT FURTHER RESOLVED that the City Council of the City of Mingo, Iowa approves agreement for Permanent Right of Way Easement for public highway, Parcel No. 0603176001, described as follows:

That part of the Southwest Quarter of the Northeast Quarter of Section 3, Township 80 North, Range 21 West of the Fifth Principal Meridian, Jasper County, Iowa, Described as follows:
Commencing at the Center of said Section 3; thence on an assumed bearing North 00 degrees 32 minutes 25 seconds East 289.82 feet along the west line of said Southwest Quarter of the Northeast Quarter and partway along the west line of Parcel A as recorded in Book 2000, Page 9152, in the Jasper County, Iowa, Record's Office and to the point of beginning; thence North 00 degrees 32 minutes 25 seconds East 119.18 feet along said west lines to the northwest corner of said Parcel A; thence South 89 degrees 27 minutes 35 seconds East 28.21 feet along the north line of said Parcel A to the present right of way line of a Jasper County Highway; thence South 89 degrees 27 minutes 35 seconds East 11.36 feet continuing along said north line; thence South 06 degrees 33 minutes 33 seconds West 119.84 feet to said present right of way line of a Jasper County Highway; thence North 89 degrees 27 minutes 35 seconds West 28.21 feet to the point of beginning.

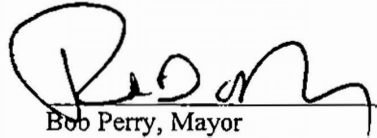
THEREFORE, Mayor Perry and City Clerk Sondra Kenney are granted permission to sign documents required to complete this transaction.

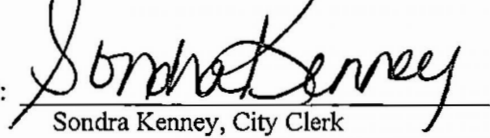
I hereby certify that Keistar moved for adoption of said resolution and that Mel seconded said motion.

ROLL CALL VOTE	AYE	NAY	ABSENT	ABSTAIN
Sheri Phelps	✓			
Gary Bartels	✓			
Melanie Goaley-Pleggenkuhle	✓			
Kristen Crozier	✓			
Cory Bode	✓			

"I hereby certify that the foregoing constitutes a true and complete copy of a Resolution duly adopted by the City Council of the City of Mingo, at a special meeting held on April 16th, 2024, at which all council members were present except:

PASSED, APPROVED & ADOPTED this 16th day of April, 2024


Bob Perry, Mayor

ATTEST: 
Sondra Kenney, City Clerk

JASPER COUNTY ENGINEER'S OFFICE

910 N 11th Ave E
Newton, Iowa 50208



(641) 792-5862
FAX – (641) 791-7740

Michael J. Frietsch, P.E., FMP
County Engineer
mfrietsch@jasperia.org

March 28, 2024

To: City of Mingo
103 N Station St
PO Box 53
Mingo, IA 50168

Re: Bridge Project Easement Parcel 3

To Whom it May Concern:

The bridge on North East Street approximately 0.20 miles north of E Main Street in Mingo, Iowa is programmed for replacement. This new bridge will be larger than the bridge it is replacing and hence will require additional permanent right-of-way. Therefore, the need to purchase permanent right-of-way easement. The following are provided with this letter:

1. Right of Way Acquisition Easement Location Map
2. Right of Way Acquisition Easement Plat – Parcel 3
3. Right of Way Acquisition (Permanent) Easement Agreement – Parcel 3
4. Compensation Estimate Parcel ID Number 0603200007

Please review these documents and contact me with any questions or concerns. If these documents are acceptable then please sign the Permanent Construction Easement Agreement as indicated before a notary. Please return the executed documents in the enclosed envelope. Feel free to contact me at 641-521-6018 or email me at mfrietsch@jasperia.org with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'MJ Frietsch'.

Michael J. Frietsch, P.E., FMP
County Engineer

Attachments

COMPENSATION ESTIMATE

Parcel ID Number: 0603200007
Project Number: BROS-5110(602)--8J-50
County: Jasper
Owner(s) of Record: City of Mingo

Owner's Mailing Address: 103 N Station St
PO Box 53
Mingo, IA 50168

Basis for land value estimate: Jasper County Resolution 09-34

Land to be aquired:	Fee Title	0.00 acres @	= \$	-
	Permanent Easement	0.01 acres @ \$ 3,610.00	= \$	36.10
	Temp Construction Easement	0.00 acres @ \$ 150.00	= \$	-
	Fence	0.00 rods @	= \$	-

Other considerations:

TOTAL ESTIMATE:

\$ 36.10

Certification:

I hereby certify that I am familiar with the property which is subject of this estimate, that the estimate is based on data contained in the file of the agency, that I have no direct or indirect present or future personal interest in this property or in any benefit from the aquisition of this property.

Signed:



Michael J. Frietsch, P.E., FMP
Jasper County Engineer

Date of Estimate:

3/28/2024

Temporary Construction
Easement
Parcel 1B
0.04 Acres



Temporary Construction
Easement
Parcel 1A
0.11 Acres

Permanent Right-of-way Easement
Parcel 1B
2.20 Acres



Permanent Right-of-way Easement
Parcel 1A
0.31 Acres

N East St N. EAST STREET

Permanent Right-of-way Easement
Parcel 2
0.33 Acres



Temporary Construction Easement
Parcel 3
0.17 Acres



Temporary
Construction
Easement
Parcel 2
0.15 Acres

Permanent
Right-of-way
Easement
Parcel 3
0.01 Acres



INDEX LEGEND

COUNTY: JASPER
SECTION: 3, T-80N, R-21W, SW 1/4 OF THE NE 1/4

SURVEY FOR: Jasper County Engineer, Newton, IA
OWNERS: City of Mingo, Mingo, IA

SURVEYOR & SURVEY COMPANY:
Jason S. Lowry, P.L.S.
Lowry Land Services, L.L.C.
752 Diamond Trail Rd., Searsboro, Iowa 50242

PREPARED BY AND RETURN TO:
Jason S. Lowry, P.L.S.
752 Diamond Trail Rd., Searsboro, Iowa 50242
(641) 521-1160, lowrylandservices@gmail.com

RIGHT OF WAY ACQUISITION PLAT - PARCEL 3
SW 1/4 of the NE 1/4, SEC. 3, T-80N, R-21W,
JASPER COUNTY, IOWA

(SEE PAGE 2 FOR GRAPHICAL REPRESENTATION OF THIS PLAT OF SURVEY)

DESCRIPTION OF PARCEL - 3

That part of the Southwest Quarter of the Northeast Quarter of Section 3, Township 80 North, Range 21 West of the Fifth Principal Meridian, Jasper County, Iowa, described as follows:

Commencing at the Center of said Section 3;
thence on an assumed bearing North 00 degrees 32 minutes 25 seconds East 289.82 feet along the west line of said Southwest Quarter of the Northeast Quarter and partway along the west line of Parcel A as recorded in Book 2000, Page 9152, in the Jasper County, Iowa, Recorder's Office and to the point of beginning;
thence North 00 degrees 32 minutes 25 seconds East 119.18 feet along said west lines to the northwest corner of said Parcel A;
thence South 89 degrees 27 minutes 35 seconds East 28.21 feet along the north line of said Parcel A to the present right of way line of a Jasper County Highway;
thence South 89 degrees 27 minutes 35 seconds East 11.36 feet continuing along said north line;
thence South 06 degrees 33 minutes 33 seconds West 119.84 feet to said present right of way line of a Jasper County Highway;
thence North 89 degrees 27 minutes 35 seconds West 28.21 feet to the point of beginning.

Said tract contains 0.09 acres and is subject to a Jasper County Highway Easement over the westerly 0.08 acres thereof.

MEASURED DISTANCE/BEARING - (M)
RECORDED DISTANCE/BEARING - (R)

MONUMENTS

- ▲ - found sec. cor. (pipe, stone, etc.)
- set - 5/8" x 18" rebar with pink plastic cap P.L.S. 22291
- - no monument found or set
- - found lot cor.



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Iowa.

My license renewal date is 12/31/2023

Pages covered by this seal: 1 - 2

PRELIMINARY PLAT FOR REVIEW

Jason S. Lowry Iowa Lic. No. 22291 Date

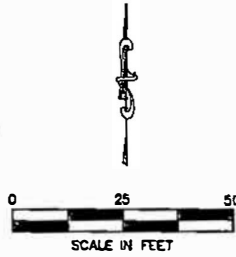
LOWRY LAND SERVICES, L.L.C. 752 DIAMOND TRAIL RD., SEARSBORO, IOWA 50242, 641-521-1160

PROJ. NO. BROS-5110(602)--8J-50

PAGE 1

RIGHT OF WAY ACQUISITION PLAT - PARCEL 3
 SW 1/4 of the NE 1/4, SEC. 3, T-80N, R-21W,
 JASPER COUNTY, IOWA

NW COR.
 of the
 NE 1/4,
 SEC. 3.
 Found gin
 spike in
 asphalt
 pavement.

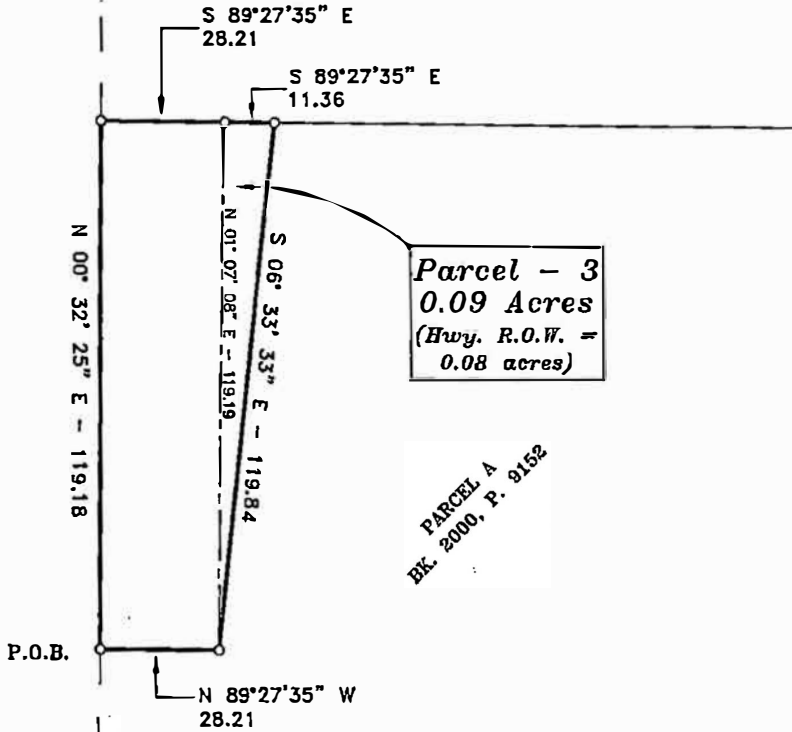


----- Present Jasper Co. Right-of-Way Line

SW 1/4
 NE 1/4

SEC. COR. TO SEC. COR. = N 00° 32' 25" E - 3119.05(M) N 00° 00' 00" E - 3118.96(R)

N. EAST STREET



Parcel - 3
 0.09 Acres
 (Hwy. R.O.W. =
 0.08 acres)

PARCEL A
 BK. 2000, P. 9152

CENTER,
 SEC. 3.
 Found
 2" pipe.
 P.O.C.

AREA OF PARCEL 3	
SW 1/4 NE 1/4 SEC. 3	= 0.01 Acres
PLUS PRESENT RIGHT OF WAY	= 0.08 Acres
TOTAL ACREAGE OF RIGHT OF WAY	= 0.09 Acres

Prepared by and Return to: Jasper County Highway Department, 910 N 11th Ave E, Newton, IA 50208
Permanent Easement for Public Highway
Parcel Nos. 0603176001

For the consideration of Thirty Six and 10/100 -----(36.10)----DOLLARS and other valuable consideration in hand paid by Jasper County, Iowa, City of Mingo, of Jasper County, State of Iowa, do hereby grant to Jasper County, Iowa a permanent construction easement for road purposes and for use as a Public Highway in, to, on, over and across real estate in Jasper County, Iowa.

THE EASEMENT RIGHT GRANTED FOR HIGHWAY PURPOSES IS TO LAND DESCRIBED AS FOLLOWS:

PERMANENT EASEMENT PARCEL - 3

That part of the Southwest Quarter of the Northeast Quarter of Section 3, Township 80 North, Range 21 West of the Fifth Principal Meridian, Jasper County, Iowa, described as follows:

Commencing at the Center of said Section 3;
thence on an assumed bearing North 00 degrees 32 minutes 25 seconds East 289.82 feet along the west line of said Southwest Quarter of the Northeast Quarter and partway along the west line of Parcel A as recorded in Book 2000, Page 9152, in the Jasper County, Iowa, Recorder's Office and to the point of beginning;
thence North 00 degrees 32 minutes 25 seconds East 119.18 feet along said west lines to the northwest corner of said Parcel A;
thence South 89 degrees 27 minutes 35 seconds East 28.21 feet along the north line of said Parcel A to the present right of way line of a Jasper County Highway;
thence South 89 degrees 27 minutes 35 seconds East 11.3 6 feet continuing along said north line; thence South 06 degrees 33 minutes 33 seconds West 119.84 feet to said present right of way line of a Jasper County Highway;
thence North 89 degrees 27 minutes 35 seconds West 28.21 feet to the point of beginning.

Said tract contains 0.09 acres and is subject to an existing Jasper County Highway Easement over the westerly 0.08 acres thereof.

This easement and transfer is exempt for transfer tax. Iowa Code Sec. 428A.2(17).

This easement is being acquired for public purposes and a Declaration of Value is not required. Iowa Code Sec. 428A.1.

Grantors do hereby covenant with grantees, and successors in interest, that grantors hold the real estate by title in fee simple, that they have good and lawful authority to sell and convey the real estate; that the real estate is free and clear of all liens and encumbrances except as may be above stated; and grantors covenant to warrant and defend the real estate against the lawful claims of all persons except as may be above stated. Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the easement.

Words and phrases herein, including acknowledgement hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated 4-16, 2024 (SIGN IN INK)

[Signature] Mayor

STATE OF Iowa COUNTY OF Jasper ss:

On this 16 day of April, 2024, before me, the undersigned, a Notary Public in and for said state, personally appeared Robert Perry to me known to be the identical person named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

[Signature] (Sign in Ink)
Sondra R. Kenney (Print/Type Name)
Notary Public in and for the State

Jasper County Project Number: BROS-5110(602)--8J-50





CICS

Supporting Individuals. Strengthening Communities.

This Memorandum of Understanding (hereinafter “MOU”) is entered into between Jasper County, Iowa and Central Iowa Community Services (CICS) Mental Health and Disability Services (MHDS) Region.

- I. **Funding of Mental Health Advocate Services.** In recognition that Jasper County has entered into an agreement with Polk County and Marion Counties to share the expense of Judicial Advocate Services and that Judicial Advocate services are funded by MHDS Regions. This MOU establishes an agreement between Jasper County and CICS for the funding of Judicial Advocate services. In consideration, the following responsibilities are assumed by the participating agencies:
 - a. **Jasper County Responsibilities.** Jasper County agrees to:
 - i. Ensure the delivery of Judicial Advocate services for residents of Jasper County in accordance with Section 229.19 of the Iowa Code.
 - ii. Submit claim to CICS Claims for reimbursement of Judicial Advocate services based on Jasper County’s share of the Judicial Advocate expenses. Submit claims for reimbursement per the CICS Management Plan Policies and Procedures: J. Service Provider Payment Provisions.
 - b. **CICS Responsibilities.** CICS agrees to:
 - i. Fund Judicial Advocate services up to Jasper County’s share of the Judicial Advocate expenses. Payment for service shall follow the CICS Management Plan Policies and Procedures: J. Service Provider Payment Provisions.
- II. **Termination.** This MOU will be renewed on a fiscal year annual basis unless terminated earlier in writing by any party for its convenience upon sixty (60) days prior written notice to the other party. The agreement is subject to revision due to legislation, change in operating practices and policies of the involved parties, or other factors, as agreed to by the involved parties. It may be amended by mutual written agreement of the parties.
- III. **Indemnification.** Jasper County shall defend, hold harmless and indemnify CICS against any and all claims, liability, damages, judgments, and expenses, including, without limitation, reasonable attorney fees and costs, asserted against, imposed or incurred by CICS that arise out of acts or omission of Advocate or County’s employees, agents or representatives in the discharge of its responsibilities under this Agreement.

IV. Notices. All notices related to this MOU shall be addressed as follows:

- a. To: CICS Operations Officer
126 S. Kellogg Ave., Ste. 001
Ames, IA 50010
- b. Jasper County Board of Supervisors:
Attn: Board Chair
Jasper County Courthouse
101 1st Street N
Newton, IA 50208

IN WITNESS WHEREOF, the parties have here unto set their hand, and the effective date of this agreement is the First day of July 2024.

CICS Governing Board:

By: _____
Print Name: _____
Print Title: _____
Date: _____

Jasper County Board of Supervisors:

By: _____
Print Name: _____
Print Title: _____
Date: _____



April 23, 2024

Tuesday, April 23, 2024, the Jasper County Board of Supervisors met in regular session at 9:30 a.m. with Supervisors Talsma, Stevenson and Cupples present and accounted for; Chairman Talsma presiding.

Motion by Stevenson, seconded by Cupples to open the Public Hearing FY2024 Secondary Roads Budget Amendment.

YEA: STEVENSON, CUPPLES, TALSMA

Motion by Cupples, seconded by Stevenson to close the Public Hearing FY2024 Secondary Roads Budget Amendment.

Motion by Stevenson, seconded by Cupples to waive the second & third public hearings.

YEA: TALSMA, STEVENSON, CUPPLES

Motion by Cupples, seconded by Stevenson to approve the FY2024 Secondary Roads Budget Amendment.

YEA: CUPPLES, STEVENSON, TALSMA

Engineer Mike Frietsch presented a Resolution for FY2024 County Five Year Road Plan.

Motion by Cupples, seconded by Stevenson to adopt Resolution 24-50 FY2024 County Five Year Road Plan.

YEA: STEVENSON, TALSMA CUPPLES

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Engineer Frietsch also presented bids for HMA Resurfacing with Milling of E 142nd St S, South of S 12th Ave E.

Manatt's Inc	\$157,436.78
Inroads, LLD	\$166,166.00

Motion by Cupples, seconded by Stevenson to approve the low bid from Manatt's Inc in the amount of \$157,436.78, for HMA Resurfacing with Milling of E 142nd St S, South of S 12th Ave E.

YEA: CUPPLES, TALSMA, STEVENSON

Motion by Cupples, seconded by Stevenson to approve the quote for 4 Snap-Tite Culvert Liners, from Denco Highway Construction, in the amount of \$33,579.74.

YEA: TALSMA, CUPPLES, STEVENSON

Motion by Stevenson, seconded by Cupples to approve the Aging Resources of Central Iowa 2025 & 2026 Contract.

YEA: STEVENSON, CUPPLES, TALSMA

Motion by Cupples, seconded by Stevenson to approve the MOU Agreement between Jasper County, Iowa & Iowa Department of Agriculture & Land Stewardship (IDALS).

YEA: TALSMA, STEVENSON, CUPPLES

Motion by Stevenson, seconded by Cupples to adopt Resolution 24-51 to Ratify & Confirm Changes made to the Hilltop Estates Urban Renewal Plan & the Notice of Public Hearing for the Development Agreement with Platinum Development Co LLC.

YEA: CUPPLES, TALSMA, STEVENSON

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Cupples, seconded by Stevenson to adopt Resolution 24-52 Approving Transfer Order 1518.

A complete copy of the resolution is on file in the Office of the Jasper County Auditor.

Motion by Cupples, seconded by Stevenson for approval of claims paid through April 23, 2024.

YEA: TALSMA, CUPPLES, STEVENSON

Motion by Cupples, seconded by Stevenson to approve the Board of Supervisors minutes for April 16, 2024.

YEA: STEVENSON, TALSMA, CUPPLES

There were no Board Appointments.

Motion by Cupples, seconded by Stevenson to adjourn the regular meeting and enter into the work session.

Connie McQuiston, General Assistance Director, discussed the need to increase rates paid for those needing assistance.

Motion by Cupples, seconded by Stevenson to adjourn the Tuesday, April 23, 2024, meeting of the Jasper County Board of Supervisors.

YEA: STEVENSON, CUPPLES, TALSMA

Teresa Arrowood, Deputy Auditor

Brandon Talsma, Chairman