

The Board of Supervisors met on 5/7/24 at 10:00 a.m. in the Story County Administration Building. Lisa Heddens, Linda Murken, Latifah Faisal, with Heddens presiding. (all audio of meetings available at storycountyiowa.gov; any resolution is effective upon signature and can be inspected M-F, 8-4:30, at 900 6th Street, Nevada, Iowa)

ADOPTION OF AGENDA: Murken moved, Faisal seconded adopting the agenda as presented. Motion carried unanimously (MCU) on a roll call vote.

PROCLAMATION RECOGNIZING MAY 2024 AS NATIONAL MENTAL HEALTH AWARENESS MONTH: The Board read the proclamation in full. Murken moved, Faisal seconded the approving of the Proclamation Recognizing May 2024 as National Mental Health Awareness Month. Roll call vote. (MCU) Roxanne Petersen, National Alliance on Mental Illness (NAMI) of Central Iowa, provided remarks.

PROCLAMATION RECOGNIZING MAY 6-10, 2024 AS ECONOMIC DEVELOPMENT WEEK: The Board read the proclamation in full. Faisal moved, Murken seconded the approving of the Proclamation Recognizing May 6-10, 2024, as Economic Development Week. Roll call vote. (MCU) Dan Culhane and Greg Pıklapp, Ames Economic Development Commission (AEDC), provided remarks..

MID-IOWA COMMUNITY ACTION ANNUAL REPORT (MICA): Robyn Belden, Family Development Director, reported (via zoom) on services.

MINUTES: 4/30/24 Minutes - Murken moved, Faisal seconded approving 4/30/24 Minutes. Roll call vote. (MCU)

PERSONNEL ACTIONS: 1) new hire, effective 5/13/24, in a) Auditor's Office for Matthew Clark @ \$18.00/hr; effective 5/20/24 in a) Secondary Roads for Dillon Nicholson @ \$17.25/hr; effective 6/3/24, for Sandra Trogdon @ \$17.00/hr. Faisal moved, Murken seconded approving Personnel Actions as presented. Roll call vote. (MCU)

CLAIMS: 5/9/24 Claims of \$645,156.84 (run date 5/3/24), 28 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from CIDTF (\$668.42), Emergency Management (\$10,659.34), E911 (\$12,294.60), County Assessor (670.33), City Assessor (\$34,382.55), and Central Iowa Community Services (\$514,715.50). Murken I moved, Faisal seconded approving claims. Roll call vote. (MCU)

Faisal moved, Murken seconded approving Consent Agenda.

1. Renewal of Special Class C Retail Alcohol License for Raspberry Hill Management Co., 5500 240th Street, Ames, Iowa, effective 7/6/24-7/5/25, including outdoor services
2. Denying Website Linking Request for Asbestos.Com per listed criteria
3. Addendum to Offer to Buy Real Estate and Acceptance for Property Located at 60016 160th Avenue
4. Collective Bargaining Agreement between Story County and PPME Local 2003 (Command Staff), effective 7/1/24-6/30/27
5. Collective Bargaining Agreement between Story County and PPME Local 2003 (Sheriff's Deputies), effective 7/1/24-6/30/27
6. Renewal Class C Retail Alcohol License for Ballard Golf and Country Club, 30608 N. Highway 69, Huxley, Iowa, effective 7/12/24-7/11/25, including outdoor service
7. Resolution #24-76, Setting Date and Time for a Public Hearing for 5/14/24, for a requested amendment to the Cornerstone to Capstone (C2C) Plan
8. Adopt-A-Road Application Renewal, effective 1/1/24-12/31/24, on R70 (580th Avenue) from the city limits of Cambridge north to 290th Street for the family of Jameson O'Connor
9. Utility Permits: #24-7585, #24-7594, #24-7595

Roll call vote. (MCU)

TWO POSITIONS FOR THE STORY COUNTY ATTORNEY'S OFFICE: ALTERNATIVES PROGRAM

MANAGER AND ALTERNATIVES PROGRAM COORDINATOR: Tim Meals, County Attorney, reported on two contract positions which have been funded by a federal Comprehensive Opioid Abuse Program Grant from the United States Department of Justice and administered through the Governor's Office of Drug Control Policy since 2020. The program has been successful so he is requesting the Board approve two new positions upon the ending of the grant funding. Meals stated this program has reduced substance abuse and criminal involvement through pre- and post-arrest diversion to treatment. The County has seen cost savings and safer communities. Shelby Gibson, Alternative Program Manager, provided additional detail. Discussion took place. Gibson reported on the process of the program. Additional discussion took place. Murken moved, Faisal seconded approving the Two Positions Titled Alternative Program Manager and Alternatives Program Coordinator for the Story County Attorney's Office. Roll call vote. (MCU)

FACADE IMPROVEMENT GRANT REQUEST FROM THE CITY OF GILBERT FOR \$10,000.00: Leanne Harter, Planning and Development Director, reported on program guidelines, total project cost, review of project, and past projects awarded. Staff recommends approval of \$10,000.00 to the City of Gilbert. Discussion took place. Faisal moved, Murken seconded approving Façade Improvement Grant Request for the City of Gilbert for \$10,000.00. Roll call vote. (MCU).

REQUEST FOR AUTHORIZATION OF THE PERMANENT COMMUNICATIONS ASSISTANT POSITION

APPROVED IN THE FY25 BUDGET: Sandra King, Director of External Operations and County Services, reported on requesting a permanent, fulltime position, as approved in the FY25 budget. Faisal moved, Murken seconded approving the Request for Authorization of the Permanent Communications Assistant Position. Roll call vote. (MCU)

FY24 AND FY25 FUNDING REQUEST FOR THE SALVATION ARMY'S EMERGENCY SHELTER (HOTEL

VOUCHER PROGRAM): Sandra King, Director of External Operations and County Services, reported Analysis of Social Services and Evaluation Team (ASSET) did not award the Emergency Shelter Request for Proposals (RFP) in FY24; consequently \$181,650.00 remains available for these services, with the County contribution totaling \$89,330.00. For the last three years, a hotel voucher program has been provided in the County without ASSET funding. ASSET is providing this service beginning in FY25. A total of \$120,000.00 in ASSET funding is requested, \$40,000.00 in FY24 and \$80,000.00 in FY25. King recommended approval. Discussion took place. King stated the Salvation Army will be making the same request the City of Ames as well as other funders. Murken moved, Faisal seconded approving the FY24 and FY25 ASSET Funding request for the Salvation Army's Emergency Shelter (hotel voucher program). Roll call vote. (MCU)

GENERAL ASSISTANCE QUARTERLY REPORT: Director Erin Rewerts reported on caseload, year-to-date statistics, primary types of assistance, staff training, and Veterans Affairs services.

UPCOMING AGENDA ITEMS: Faisal reported on receiving opioid overdose information from Community and Family Resources (CFR).

LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS: All Board members reported on upcoming items.

Murken moved, Faisal seconded to adjourn at 11:03 a.m. Roll call vote. (MCU)

Story County Board of Supervisors
Tentative Agenda
Administration Building,
900 6th St., Nevada, IA
5/7/24

1. SPECIAL NOTE TO THE PUBLIC: (2) - This Meeting Is Also Being Offered Via Zoom. While Joining Via Zoom, If You Have A Question And/Or Comment, You May Raise Your Hand To Speak During Public Forum Or Use The Chat Feature And The Chair Will Ask The Zoom Moderator To Review All Comments During Public Forum.

Members of the public can participate by using the information below:

To join the zoom meeting by computer, tablet, smartphone :

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. [HTTPS://US02WEB.ZOOM.US/J/85664360392?](https://us02web.zoom.us/j/85664360392?pwd=EERQTXLWWTvNRK5LVGJPMUEZBVR5QT09)

[PWD=EERQTXLWWTvNRK5LVGJPMUEZBVR5QT09](https://us02web.zoom.us/j/85664360392?pwd=EERQTXLWWTvNRK5LVGJPMUEZBVR5QT09)

Passcode: 768469

Or Telephone:

+13092053325,,85664360392# US

+13126266799,,85664360392# US (Chicago)

Dial(for higher quality, dial a number based on your current location):

+1 309 205 3325 or +1 312 626 6799 (Chicago)

2. CALL TO ORDER: 10:00 A.M.
3. PLEDGE OF ALLEGIANCE:
4. ADOPTION OF AGENDA:
5. PUBLIC COMMENT #1:
This comment period is for the public to address topics on today's agenda
6. Consideration Of Proclamation Recognizing May 2024 As National Mental Health Awareness Month

Department Submitting Board of Supervisors

Documents:

MENTAL HEALTH.PDF

7. Consideration Of Proclamation Recognizing May 6-10, 2024 As Economic Development Week

Department Submitting Board of Supervisors

Documents:

ED WEEK.PDF

8. AGENCY REPORTS:

- I. Mid-Iowa Community Action Annual Report - Robyn Belden, Family Development Director

Department Submitting Auditor

Documents:

MICA ANNUAL.PDF

9. CONSIDERATION OF MINUTES:

- I. 4/30/24 Minutes

Department Submitting Auditor

10. CONSIDERATION OF PERSONNEL ACTIONS:

- I. Action Forms

1) new hire, effective 5/13/24, in a) Auditor's Office for Matthew Clark @ \$18.00/hr; effective 5/20/24 in a) Secondary Roads for Dillon Nicholson @ \$17.25/hr; effective 6/3/24, for Sandra Trogdon @ \$17.00/hr.

Department Submitting HR

11. CONSIDERATION OF CLAIMS:

- I. 5/9/24 Claims

Department Submitting Auditor

Documents:

CLAIMS 050924.PDF

12. CONSENT AGENDA:

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)

- I. Consideration Of Renewal Of Special Class C Retail Alcohol License For Raspberry Hill Management Co, 5500 240th St., Ames, Ia., Effective 7/6/24-7/5/25 Including Outdoor Services

Department Submitting Auditor

Documents:

RASPBERRY HILL.PDF

II. Consideration Of Denying Asbestos.com's Website Linking Request Per Website Link Request Form Criteria

Department Submitting Board of Supervisors

Documents:

ASBESTOS.PDF

III. Consideration Of Addendum To Offer To Buy Real Estate And Acceptance For Property Located At 60016 160th Avenue

Department Submitting Planning and Development

Documents:

ADDENDUM TO OFFER TO BUY REAL ESTATE.PDF

IV. Consideration Of Collective Bargaining Agreement Between Story County And PPME Local 2003 (Command Staff) Effective 7/1/24-6/30/27

Department Submitting Human Resources

Documents:

COMMAND CONTRACT 2024.PDF

V. Consideration Of Collective Bargaining Agreement Between Story County And PPME Local 2003 (Sheriff's Deputies) Effective 7/1/24-6/30/27

Department Submitting Human Resources

Documents:

DEPUTY CONTRACT 2024.PDF

VI. Consideration Of Renewal Class C Retail Alcohol License For Ballard Golf & Country Club, 30608 N Hwy 69, Huxley, Effective 7/12/24-7/11/25 Including Outdoor Service

Department Submitting Auditor

Documents:

BALLARD.PDF

VII. Consideration Of Resolution #24-76, Setting Date And Time For A Public Hearing For May 14, 2024, For A Requested Amendment To The Cornerstone To Capstone (C2C) Plan From Rural Residential To Commercial And Industrial For A Portion Of The Property Located At 70766 335th Street

Department Submitting Planning & Development

Documents:

RESOLUTION 24 76.PDF

VIII. Consideration Of Adopt-A-Road Application Renewal Effective 01/1/24-12/31/24: Family Of Jameson O'Connor On R70 From City Limits Of Cambridge North To 290th Street

Department Submitting Engineer

Documents:

AAR O CONNOR.PDF

IX. Consideration Of Utility Permit(S): #24-7585, 24-7594, 24-7595

Department Submitting Engineer

Documents:

UT 24 7585.PDF

UT 24 7594.PDF

UT 24 7595.PDF

13. PUBLIC HEARING ITEMS:

14. ADDITIONAL ITEMS:

I. Discussion And Consideration Of Two Positions Titled; Alternatives Program Manager And Alternatives Program Coordinator For The Story County Attorney's Office - Tim Meals

Department Submitting Story County Attorney

Documents:

SCAO REQUEST.PDF

PROGRAM MANAGER.PDF

CARE COORDINATOR.PDF

II. Discussion And Consideration Of Facade Improvement Grant Request From The City Of Gilbert For \$10,000 - Leanne Harter

Department Submitting Planning and Development

Documents:

GILBERT PRES.PDF

III. Discussion And Consideration Of Request For Authorization Of The Permanent Communications Assistant Position Approved In The FY25 Budget - Sandra King

Department Submitting Board of Supervisors

Documents:

PERMANENT COMMUNICATIONS ASSISTANT POSITION AUTHORIZATION
REQUEST.PDF

IV. Discussion And Consideration Of FY24 & FY25 Funding Request For The Salvation
Army's Emergency Shelter (Hotel Voucher Program) - Sandra King

Department Submitting Board of Supervisors

Documents:

FUNDING REQUEST.PDF

15. DEPARTMENTAL REPORTS:

I. General Assistance Quarterly Report - Erin Rewerts

Department Submitting Auditor

Documents:

GA QTR.PDF

16. OTHER REPORTS:

17. UPCOMING AGENDA ITEMS:

18. PUBLIC COMMENT #2:

Comments from the Public on Items not on this Agenda. The Board may not take any
Action on the Comments due to the Requirements of the Open Meetings Law, but May
Do So In the Future.

19. LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS
FROM THE SUPERVISORS:

20. ADJOURNMENT:

Story County strives to ensure that its programs and activities do not discriminate on the basis
of race, color, national origin, sex, age or disability. Persons requiring assistance, auxiliary aids
or services, or accommodation because of a disability may contact the county's ADA
coordinator at (515) 382-7204.

Story County Board of Supervisors

Agenda

5/7/24

NAME

AGENCY

Karla Webb
Dorinda Peterson
Shelby Gibson
Jim Meals
Cathy Williams
Cindy
Dan C. Uhar
Erin Pewest
Greg Divillo

CCS
NAMI Central Iowa
Alternatives
County Attorney
CFL
PDS
AEDC
General Assistance
AEDC

PROCLAMATION
National Mental Health Awareness Month

May 2024

WHEREAS, mental health is a part of overall health and one in five US adults experience a mental illness each year and 1 in 20 experience serious mental illness each year; and; and

WHEREAS, one in six U.S. youth aged six to seventeen experience a mental health disorder each year; and

WHEREAS, fifty percent of all lifetime mental illnesses begin by age fourteen and seventy-five percent by age twenty-four; and

WHEREAS, long delays often occur between initial appearance of symptoms and when individuals get help which means early identification and treatment can make a difference in successful management of mental illness recovery; and

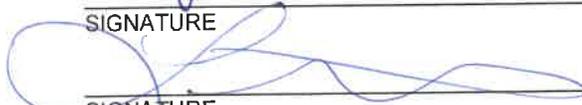
WHEREAS, it is important to maintain mental health and learn the symptoms of mental illness in order to get help when it is needed: and

WHEREAS, every citizen and community can make a difference in helping to end the silence and stigma that for too long has surrounded mental illness and discouraged people from getting help and public education and civic activities can encourage mental health and help improve the lives of individuals and families affected by mental illness.; and

NOW, THEREFORE, BE IT RESOLVED THAT, We, the Story County Board of Supervisors, do hereby proclaim **May 2024** as **National Mental Health Awareness Month** in Story County and call upon our citizens, government agencies, public and private institutions, businesses and schools to recommit our county to increasing awareness and understanding of mental illness, and the need for appropriate and accessible services for all people with mental illnesses to promote recovery.


SIGNATURE 5-7-24
DATE


SIGNATURE 5/7/24
DATE


SIGNATURE 5/7/24
DATE



PROCLAMATION
Economic Development Week

May 6 – 10, 2024

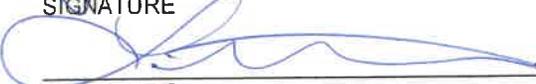
WHEREAS, economic development professionals are engaged in a wide variety of settings including rural and urban, local, state, and federal governments, public-private partnerships, chambers of commerce, universities, and community colleges, helping to create and expand jobs that facilitate growth in these regions; and,

WHEREAS, the creation of new opportunities for businesses and entrepreneurs is one of several key components to securing Story County's economic future for generations to come; and

WHEREAS, Story County is committed to fostering a business-friendly climate that will attract and retain employers, enable the community to grow and remain competitive on a global scale, and generate new jobs and opportunities for our citizens; and

WHEREAS, the Ames Chamber of Commerce and Economic Development Commission is committed to providing quality resources that boost economic growth and enhance quality of life throughout Story County;

NOW, THEREFORE, BE IT RESOLVED THAT, We, the Story County Supervisors, do hereby proclaim May 6, 2024 through May 10, 2024, as "ECONOMIC DEVELOPMENT WEEK" in appreciation of all our partners in the economic development field do to make the Story County the vibrant and thriving community it is today.

 SIGNATURE	<u>5-7-24</u> DATE
 SIGNATURE	<u>5/7/24</u> DATE
 SIGNATURE	<u>5/7/24</u> DATE





Story County Board of Supervisors Report
Story County Family Development Center
July 1, 2023-March 31, 2024

Emergency Food (ASSET FUNDED)

Individuals and families can shop in our choice pantry once per calendar month. Additionally, families can access food rescue (perishable items like bread, milk, eggs, sandwiches, etc.) on a daily basis if needed. Delivery services are available.

- 2,889 unduplicated individuals from 1,104 households were served.
- 396 deliveries were made to households in Story County.
- 49,664 pounds of food received in donations.

Energy Assistance

Eligible families receive a one-time credit towards their heating bill as well as winter moratorium protection on their accounts. Energy Crisis Assistance provides additional assistance beyond regular Low-Income Home Energy Assistance (LIHEAP). It includes energy crisis, furnace assistance and emergency cooling during the non-moratorium months (5/1-9/30).

- 3,794 LIHEAP applications received and 3,420 households approved (all 5 core service counties).
- 158 households approved for energy crisis assistance.

Family Development

A strength-based approach to work alongside families to help reach their goals and connect to community resources. It is a partnership between the family and a trained Family Development Specialist typically provided in the family's home in a one-on-one setting.

- Family Development and Self-Sufficiency (FaDSS) Program: 51 families served, 289 home visits.

Early Childhood Programs (Early Head Start & Head Start)

Early Head Start and Head Start is a comprehensive early childhood program that includes health services and screenings, nutrition education and social skills, supports parents, and promotes physical activity.

- **Head Start** is a center-based program that serves children ages 3 and 4 living in Story County. The classroom is located in Nevada: 18 children have been enrolled this program year.
- **Early Head Start** is a home-based program for families with children ages 0-3, and pregnant persons. The Infant Toddler Development Specialist (ITDS) meets weekly with families to provide support on developmentally appropriate activities with their child(ren): 21 families have received 245 home visits.

Women, Infants, Children (WIC)

A supplemental nutrition program for pregnant persons or those who have just had a baby, infants and children. WIC provides nutrition assessment and nutrition education/counseling from nutrition experts, breastfeeding education and support, referrals to other resources and food benefits.

- In FY23, 5,675 individuals (infants, children ages 1-5 years, pregnant and postpartum people) received services across our service area.

1st Five

The 1st Five program partners with local pediatric and family practice providers to enhance well-child visits for 0-5 year olds. It promotes developmental screening at well-child visits and has a referral system for children with identified developmental needs. Staff work with families to help them connect to early intervention services and other community resources to meet their family's needs.

- 175 referrals were provided (developmental, behavioral, mental health, social needs) across our service area.

Child Health

The Child Health Program works in collaboration with our WIC clinic to ensure children are connected to a medical and dental home, are up to date on immunizations, receive their developmental screenings, periodic oral health screenings, fluoride varnish and education on healthy behaviors. The Child Health Nurse completes Caregiver Depression Screenings for parents to assess their mental health and provides connections to local resources.

- 1,054 individuals have been seen for Child Health. 930 of those have received Oral Health Services.

I-Smile

A program that provides routine dental screenings/oral health screenings, sealants and fluoride varnish to 3rd grade students at schools with 40% or higher free and reduced lunch rate at no cost.

- 150 sealants completed.

Child Care Nurse Consultant (CCNC)

A Registered Nurse provides guidance, technical assistance and training to local child care providers to improve the health and safety of their early learning environment.

- 2 trainings completed for child care providers.
- 92 technical assistance calls and 25 site visits.



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
RASPBERRY HILL MANAGEMENT CO., INC.	Raspberry Hill Management Co., Inc	(515) 210-9099		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
5500 240th Street		Ames	Story	50014
MAILING ADDRESS	CITY	STATE	ZIP	
5500 240th Street	Ames	Iowa	50014	

Contact Person

NAME	PHONE	EMAIL
Bradley Perkins	(515) 210-9099	bperkins@bradperkinspe.com

APPROVED **DENIED**

Board Member Initials: AKH

Meeting Date: 5-7-24

Follow-up action: _____

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
BW0098016	Special Class C Retail Alcohol License	12 Month	Active

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
July 6, 2024 <u>2024</u>	July 5, 2024 <u>2025</u>	

SUB-PERMITS

Special Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Outdoor Service

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Bradley Perkins	Madrid	Iowa	50156	co-owner	49.00	Yes
Gina Perkins	Madrid	Iowa	50156	Co-owner	51.00	Yes

Insurance Company Information

INSURANCE COMPANY	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE
Illinois Casualty Co	June 28, 2023	June 27, 2024
DRAM CANCEL DATE	OUTDOOR SERVICE EFFECTIVE DATE	OUTDOOR SERVICE EXPIRATION DATE
BOND EFFECTIVE DATE	TEMP TRANSFER EFFECTIVE DATE	TEMP TRANSFER EXPIRATION DATE



**STORY COUNTY
BOARD OF SUPERVISORS
LATIFAH FAISAL
LINDA MURKEN
LISA K. HEDDENS**

Story County Administration
900 Sixth Street
Nevada Iowa 50201
515-382-7200
515-382-7206 (fax)

MEMORANDUM

TO: Story County Board of Supervisors
FROM: Bryce Garman, Communications Assistant
CC: Sandra King, Director of External Operations and County Services
DATE: May 7, 2024
RE: Board of Supervisors Consideration of the Website Link Request Submitted by Asbestos.com

Attached is a Story County Website Link Request Form submitted by Omar Segura on behalf of Asbestos.com. They request approval to place their website link on the Story County website.

Under the approved criteria areas on the application form, the entity marked “Emergency management issues” and “Other links may be considered by the Board of Supervisors upon official request.”

As an entity with whom does not have direct relation to Story County, staff recommends the Board of Supervisors deny the request as submitted.

If you have any questions, please let me know.

Bryce Garman,
Communications Assistant

APPROVED **DENIED**
Board Member Initials: AKW
Meeting Date: 5-7-24
Follow-up action: _____

Website Link Request

Name of Organization*

Asbestos.com

Organization's Web Address*

1 S Orange Ave. STE 200

Name and Title of Person Making Request*

Outreach Coordinator Omar Segura

Email Address*

osegura@asbestos.com

Phone Number*

4075452797

Which of the following criteria supports your request? Please check all that apply. Your organization IS:*

- The State of Iowa, the Federal Government or other local government agencies or an agency thereof;
- An educational institution in the State of Iowa funded with public funds;
- A not-for-profit corporation organized under the laws of the State of Iowa which promotes the welfare, environmental welfare, and/or tourism of Story County, Iowa;
- A commission or agency funded in whole or in part by the Story County, Iowa;
- A party that has an established partnership with Story County and which promotes the welfare, environmental welfare, tourism and/or industry of the County;
- Emergency management issues;
- Other links may be considered by the Board of Supervisors upon official request.

If your organization does not meet the criteria listed, please explain why you believe a link from the County's website to your website would be appropriate:

We developed comprehensive resources to aid in disaster preparedness and response, tailored for Story County's needs. Let's collaborate to bolster our community's resilience.

* indicates required fields.

ADDENDUM TO OFFER TO BUY REAL ESTATE AND ACCEPTANCE

THIS ADDENDUM TO OFFER TO BUY REAL ESTATE AND ACCEPTANCE is made and entered into on this 17 day of April, 2024, by and between, Carol L. Strom and Kathleen J. Vaezi, ("Sellers"), and Story County, Iowa, ("Buyer").

WITNESSETH:

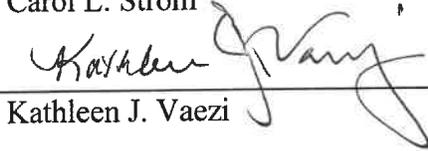
NOW THEREFORE, in consideration, and of the mutual covenants set forth in this Addendum, Sellers and Buyer agree as follows:

1. In November 2022, the Sellers and Buyer executed an Offer to Buy Real Estate and Acceptance, where the Sellers agreed to sell and Buyer agreed to purchase approximately 20 acres. Paragraph 15. (c) of that agreement provided that, "Within one year after Closing, BUYER shall construct at its expense a barrier around the perimeter of the Property."
2. Closing took place on July 6, 2023.
3. Buyer is unable to complete construction of the barrier within one year after Closing.
4. The parties agree to extend the deadline for construction of the barrier around the perimeter of the Property to January 6, 2026.
5. All other terms and conditions of the Offer to Buy Real Estate and Acceptance shall remain in full force and effect except as specifically modified by this amendment.

SELLERS



Carol L. Strom



Kathleen J. Vaezi

BUYER



Story County, Iowa

Chairperson of the Board of Supervisors

ATTEST:

By: 

COLLECTIVE BARGAINING AGREEMENT

between

STORY COUNTY, IOWA

BOARD OF SUPERVISORS

and

**PUBLIC, PROFESSIONAL & MAINTENANCE EMPLOYEES
LOCAL 2003
(Command Staff)**

JULY 1, 2024 - JUNE 30, 2027

AGREEMENT

This Agreement, entered into this 1st day of July, 2024, by and between STORY COUNTY, hereafter referred to as the "Employer" and PUBLIC, PROFESSIONAL & MAINTENANCE EMPLOYEES, LOCAL 2003, hereafter called the "Union." The term Employer as used in this Agreement will normally refer to the Sheriff and his/her designee. Throughout this Agreement, wherever the "Act" appears, this refers to the Iowa Public Employment Relations Act, identified as Senate File 531, which was signed into law on April 23, 1974.

ARTICLE 1 RECOGNITION

The Employer hereby recognizes the Union as the exclusive bargaining representative for wages, hours and other terms and conditions of employment permitted by the Act for all full-time and part-time Lieutenants, Sergeants, Communications Commander, Jail Administrator, Communications Operations Manager, Assistant Jail Administrator, Detention Supervisors and Food Services Supervisor as set forth in the Iowa Public Employment Relations Board Order of Certification Case No. 8282 and Case 102134, which excludes the Sheriff, Chief Deputy, Office Manager/Budget Supervisor all other employees of the County.

ARTICLE 2 NON-DISCRIMINATION IN EMPLOYMENT

The Employer and the Union agree to comply with any non-discrimination in employment laws that are applicable.

There shall be no discrimination in employment by the Employer or the Union toward any employee because of their membership in, or non-membership in, the Union. The parties will not discriminate against an employee because of an employee's support or non-support or participation in Union affairs and/or activities.

All references to employees in this Agreement designate both sexes, and wherever the male gender is used, it shall be construed to include male and female employees.

ARTICLE 3 NO STRIKE – NO LOCKOUT

The Employer agrees that during the term of this Agreement it will not engage in any lockout of employees. The Union agrees that during the term of this Agreement, there shall not be any work stoppage, strike, slowdown, picketing, boycott or any other action on the part of the Union or the employees represented by it which will interrupt or interfere with the operation of the County.

ARTICLE 4
SEPARABILITY AND SAVINGS

If any provision of this Agreement is subsequently declared by the proper legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable statutes or ordinances, those provisions shall be deleted. All other provisions of this Agreement shall remain in full force and effect for the duration of this Agreement.

ARTICLE 5
GRIEVANCE PROCEDURE AND ARBITRATION

The parties agree that an orderly and expeditious resolution of grievances is desirable. For purposes of this Article, the words employee(s) or grievant(s) shall also mean and include the Employee Organization/Union. All matters of dispute that may arise between the Employer and an employee(s) regarding a violation of an expressed provision of this Agreement shall be adjusted in accordance with the following procedure:

- A. Step 1: The aggrieved employee(s) and/or the Union shall present a grievance verbally, to the Chief Deputy within seven (7) calendar days. The employee shall state the nature of the grievance, specific clause(s) violated, and all facts as they are known to be shall be discussed. Within seven (7) calendar days after this, the Chief Deputy will answer the grievance in writing.
- B. Step 2: If the aggrieved employee(s) is not satisfied with the Chief Deputy's answer at Step 1, the aggrieved employee and/or Union shall present the grievance in writing to the Sheriff within seven (7) calendar days of the Chief Deputy's answer. The grievance shall state the nature of the grievance, the specific clause(s) violated, and shall state all facts and witnesses as they know them to be. Within seven (7) calendar days the Sheriff will answer the grievance in writing.
- C. Step 3: If the aggrieved employee is not satisfied with the Sheriff's answer at Step 2, the aggrieved employee and/or Union shall request the grievance be submitted to an outside independent mediator. Mediation shall be scheduled at a mutually agreeable time between the parties and the mediator. Mediation shall be a pre-requisite to referring the grievance to Step 4.
- D. Step 4: Any grievance not settled in Step 3 of the grievance procedure may be referred to arbitration, provided the referral to arbitration is in writing to the other party and is made within seven (7) calendar days after the date of the unsuccessful mediation.

Any aggrieved employee may elect to have a Union representative present at the any of the grievance meetings.

All grievances must be taken up promptly and awards or settlements thereof shall in no case be made retroactive beyond the date on which the occurrence giving rise to the grievance was known. If a grievance is not presented within the time limits specified in this Article, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limits, it shall be considered settled on the basis of the

Employer's last answer. If a grievance is not timely answered by the Employer, it shall automatically be referred to the next Step.

After either party has notified the other of its referral of a case to arbitration, the parties will meet within ten (10) calendar days after receipt by either party of notice of referral of a case to arbitration to select an arbitrator or to request in writing the Public Employment Relations Board to furnish a suggested list of names of seven (7) arbitrators from which list the parties shall select one (1) arbitrator. Such selection shall be by agreement, if possible; otherwise the parties alternately eliminating names from the list, with the parties flipping a coin to see who strikes first.

After each party has eliminated the names of three (3) arbitrators from the list, the arbitrator whose name remains on the list shall be accepted by both parties as the arbitrator to hear and decide the pending case. The date for the arbitration hearing will be determined by the parties and the arbitrator within sixty (60) days following the date of the selection of the arbitrator.

The fees and expenses of the arbitrator will be shared by the parties. Each party shall pay its own cost of preparation and presentation for arbitration. The arbitrator shall have no power to change or amend the terms conditions, or applications of the collective bargaining agreement. The arbitrator shall not have power to accept or decide any grievance which involves a matter within the jurisdiction of the Civil Service Commission (Chapter 341A, Code of Iowa). The arbitrator's decision shall be final and binding on both parties.

The time limits at any step in the grievance and arbitration procedure may be extended on a specific case basis, upon written mutual agreement of the Union and the Employer.

In the event that any employee takes action on any complaint in any other forum, then all rights to this contractual grievance procedure shall be waived and no grievance shall be allowed regarding the issue. The arbitrator may not hear more than one grievance unless the presentation of more than one grievance is mutually agreed to by the Employer and the Union.

Individuals involved with a grievance procedure may discuss the issue during the working day with involved individuals, but without payment if discussions extend beyond the employee's normal working hours. The aggrieved employee and all County-employed witnesses shall be granted time off with pay to attend a grievance meeting or hearing.

ARTICLE 6 SENIORITY

Seniority means an employee's length of full-time continuous service with the Employer since their last date of hire. Seniority shall be administered on a job classification basis. The job classifications in this unit are:

Lieutenant
Sergeant

Communications Commander
Jail Commander
Communications Operations Manager
Detention Supervisor
Assistant Jail Administrator
Food Services Supervisor

If more than one employee has the same date of hire with the County, the employee's social security number will determine the most senior employee. Using the last two (2) numbers, the employee with the lowest number will be the most senior employee.

Probationary Period – Employees other than Civil Service Employees

A probationary employee is an employee who has not yet completed twelve (12) consecutive months of service with the Employer. If the Employer and employee agree, the probationary period can be extended for any period up to a maximum of six (6) months. A probationary employee may be disciplined or discharged by the Sheriff without cause and without recourse to the grievance procedure. An employee who has been promoted to his/her position in this bargaining unit, is not considered a probationary employee.

Probationary Period – Civil Service Employees

If a civil service employee covered by Iowa Code Chapter 341A (a "civil service employee") has successfully completed training at the Iowa law enforcement academy or a regional training facility certified by the director of the Iowa law enforcement academy prior to initial appointment as a civil service employee, the probationary period shall be for a period of up to nine months and shall commence with the date of initial appointment as a civil service employee. If the civil service employee has not successfully completed training at the Iowa law enforcement academy or a regional training facility certified by the director of the Iowa law enforcement academy prior to initial appointment as a civil service employee, the probationary period shall commence with the date of initial employment as a civil service employee and shall continue for a period of up to nine months following the date of successful completion of training at the Iowa law enforcement academy or a regional training facility certified by the director of the Iowa law enforcement academy.

The discipline and removal of civil service employees will be governed by the provisions of Iowa Code Chapter 341A.

An employee shall lose their seniority and employment relationship shall be broken and terminated as follows:

- a. Employee quits
- b. Employee is discharged for proper cause

- c. Engaging in other paid work while on sick leave, or giving false reason for obtaining a leave of absence
- d. Two (2) consecutive days of absence without notice to the Employer
- e. Failure to report for work at the end of a leave of absence
- f. Failure to report to work fourteen (14) days after being notified to return to work following layoff, when notice of recall is sent to the employee's last known address, according to Employer records. It is the employee's responsibility to keep the Employer informed of their current address and phone number
- g. Seniority rights will be forfeited after the continuous period of layoff exceed one (1) year
- h. Employee retires
- i. An employee is absent from work for any reason, excluding FMLA, for over one (1) year or for a period of time equal to his/her seniority, whichever is shorter. This may be extended at the discretion of the Sheriff.

If an employee is transferred out of the bargaining unit, but remains within the Sheriff's Office, his/her seniority continues to accumulate.

After the first consecutive thirty (30) days of unpaid leave of absence, seniority shall not accumulate.

The Union shall be furnished with a seniority list of all employees covered by this Agreement.

Staff Reduction: When the working force is to be reduced, the Sheriff will select which job classification is to be reduced. The employee with the least qualifications and ability will be removed first, when qualifications and ability are relatively equal, in the judgment of the Sheriff, the employee with the least amount of seniority in the job classification will be removed. On recall from layoff, employees will be returned to work in the reverse order of layoff, if qualified to perform the work available. Probationary employees have no recall rights.

Employees to be recalled after being on layoff shall be notified as far in advance as possible by notice in writing sent by certified mail, return receipt requested, to the last address shown on the employee's record. The employee must report to work in fourteen (14) days after receipt of notice, unless otherwise mutually agreed to. In the event the employee fails to comply with the above, he/she shall be terminated and lose all seniority rights under this Agreement. Employees will have one opportunity to accept or reject an offer of recall. Employees who reject an offer of recall will forfeit their recall rights.

Employees shall have recall rights for a period of twelve (12) months following the date of their layoff.

If the Sheriff creates a new position, the Sheriff and the Union shall bargain through impasse collectively with respect to wages, hours and other terms and conditions of employment as defined by Section 20.9 of the Public Employment Relations Act.

ARTICLE 7
HOURS OF WORK

Determination of daily and weekly hours of work shall be at the sole discretion of the Sheriff. The normal pay period shall be from Sunday through Saturday and be two (2) weeks in duration. It is acknowledged that within this bargaining unit there are 6-3 shift employees , 4-4 shift employees and 5-2 Monday – Friday employees.

Call Back Time: Any non-exempt hourly employee within the bargaining unit who is called back to work by the Employer shall be paid a minimum of two (2) hours pay at the overtime rate unless such call back is tied to the beginning or end of his/her shift. Employees on special days off (i.e. vacation, holiday, comp. time, etc) shall be called back only after all others on normal routine time off have been called.

Court Time: Any non-exempt hourly employee within the bargaining unit who is required to appear for court during off duty hours shall be paid a minimum of two (2) hours pay at the overtime rate, unless the court appearance and the beginning or end of an employee's scheduled workday shifts overlap. In that event, the employee is paid for actual time spent.

ARTICLE 8
OVERTIME

Any non-exempt hourly employees within the bargaining unit will be paid, either in cash or compensatory time, at the rate of time and one-half (1 ½) the employee's straight time hourly rate for all hours worked in excess of their scheduled workday. The choice between cash and compensatory time will be made by employees during open enrollment. An employee may also request time off within the pay period equal to any hours in excess of the normal workday or normal work schedule. If the request is granted, these hours will be taken hour for hour. Compensatory time off must be approved by the Sheriff, or his designee, and will normally require a one (1) day notice.

An employee may accumulate a maximum of forty-eight (48) hours of compensatory time. An employee shall be able to carry over forty-eight (48) hours of compensatory time from fiscal year to fiscal year. Once an employee reaches the maximum accumulation, overtime will be paid at the rate of one and one-half (1 ½) of the employee's regular hourly rate.

Any accrued compensatory time will be paid out at the employee's current rate of pay to the employee prior to any change in rank or grade and also if the employee changes his/her election from compensatory time to cash payment.

ARTICLE 9
HOLIDAYS

Employees are eligible for the following paid holidays: New Year's Day, Martin Luther King Jr.

Day, President's Day, Memorial Day, Juneteenth, Fourth of July, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, two (2) days at Christmas and two (2) hours on December 31 (only if December 31 falls on a Monday through Thursday). Any additional holidays recognized by the Board will be added to the Agreement.

Non-exempt employees on a Monday-Friday work schedule, required to work on any of the recognized paid holidays shall be paid time and one-half (1 ½) for all hours worked except hours worked which exceed an employee's normal scheduled hours will be paid at double time. Holiday pay will be at the employee's normal pay for the day or week for which he/she would have been scheduled to work.

Except for 6-3 and 4-4 shift employees, to be eligible for holiday pay, an employee must have worked the last full scheduled workday immediately before and the first full scheduled workday immediately after each holiday or unless on an excused absence.

An employee on layoff or unpaid leave of absence is not eligible for holiday pay.

For employees within the bargaining unit on a Monday-Friday work schedule, when a designated holiday falls on a Saturday, the preceding Friday shall be observed as the legal holiday, and when a holiday falls on a Sunday, the following Monday shall be observed as the legal holiday.

Full-time shift employees (non Monday-Friday) will be granted twelve (12) personal days in lieu of holidays (July 1) per fiscal year. Any unused personal days shall be paid to the employee at the employee's regular hourly rate at the end of the first full pay period at the end of the fiscal year (June 30). If an employee is on a 12 hour shift schedule, they will be credited with 144 hours, in lieu of holidays (July 1) per fiscal year and 12 hours will be deducted from their personal leave bank when they use a personal day. All requests for personal days must be approved by the Sheriff or his designee and will normally require a three (3) day notice. Any Employee can only be paid out a maximum of 96 hours at the end of each fiscal year (June 30).

If an employee uses more personal days than actual holidays that have transpired in the year and employment is severed, the County will be reimbursed for the personal days by deducting the hours from the employee's vacation payout or by the employee reimbursing the County for the personal day.

Personal days accrued and not used at the time of separation from County employment will be reimbursed on a pro-rata basis. Any employee can only be paid out a maximum of 80 hours at separation of employment.

ARTICLE 10 VACATIONS

Employees shall be entitled to paid vacations as follows:

After one (1) year of continuous service, eighty (80) hours;
After five (5) years of continuous service, one hundred twenty (120) hours;

After ten (10) years of continuous service, one hundred sixty (160) hours;
After fifteen (15) years of continuous service, two hundred (200) hours.

Up to forty-eight (48) hours of vacation time can be carried over from one year to the next. After fifteen (15) years of continuous full-time service, an employee may carry over sixty (60) hours of vacation time. After twenty (20) years of continuous full-time service, an employee may carry over eighty (80) hours of vacation time.

The scheduling of vacation leave must have prior approval of the Sheriff, or designee, and will be granted at his discretion. The Sheriff may require the rescheduling of vacation leave only when, in his judgment, it is absolutely necessary. Vacation time will normally be taken in weekly increments. Vacations of a shorter duration must be approved by the Sheriff and will normally require a three (3) day notice. Notification of approval or denial will be given within seven (7) calendar days.

Vacation leave shall be computed on an hourly basis and credited to each employee's account every pay period. Vacation pay will be at the employee's normal pay for the day or week for which he/she would have been regularly scheduled to work.

An employee shall not accrue vacation leave during periods of temporary layoff, suspension or leave without pay.

For Monday through Friday employees within the bargaining unit, vacation extending through an officially designated holiday shall not have that holiday charged against vacation leave.

Any employee separated from County employment by reduction in force, resignation, death or otherwise, shall be paid or have payment made to his/her estate or legal beneficiary in the amount of any unused vacation leave earned.

Employees who work on a scheduled vacation day shall be compensated at the employee's normal pay for the day or week he/she was scheduled to work and that day shall not count against their vacation leave.

If an employee's vacation leave has been denied, resulting in an employee reaching the cap, the amount of vacation leave which would otherwise be lost, will be reimbursed at an employee's regular rate of pay.

ARTICLE 11 SICK LEAVE

Sick leave shall be accrued by all hourly employees at the rate of 12 hours per month for each month to a total of nine hundred sixty (960) hours.

Family Medical Leave Act: Employees who have at least one year of service with Story County and who have worked at least 1250 hours in the previous twelve month period may take unpaid leave of up to twelve weeks for the following reasons:

1. Birth of a child
2. Place of a child for adoption or foster care
3. Care of an ill spouse, parent or child
4. Illness of an employee

Employees may elect, however to use vacation or sick leave as part of the twelve week FMLA. In no event will the total amount of family medical leave, utilized for numbers 1, 2 or 3 above, be permitted to exceed twelve continuous weeks without prior approval of the Sheriff.

Employees on FMLA will have their health insurance continued in the same manner as if leave was not taken. Employees who are required to contribute part of the cost of health insurance will need to make arrangements with Human Resources for timely payments of premiums.

Employees requesting leave must provide thirty days written notice when possible. In addition, employees must indicate the date they expect to return to work.

The employee shall have the right to be restored to the same position that the employee held when the requested FMLA started, or to an equivalent position with equivalent pay, benefits, and other terms and conditions of employment.

Use of Sick Leave: Accumulated sick leave may be used for any disabling or confining medical condition, personal illness, injury, and pregnancy related matters, medical or dental appointments or on the job injury or disability. A medical doctor's written verification of illness or injury may be required by the employer for substantiation of an illness or injury exceeding three (3) consecutive workdays or any time when sick leave abuse is reasonably suspected.

Except for 6-3 and 4-4 shift employees, if a holiday falls within a paid sick leave, that day will be counted as a holiday and not as a day of sick leave.

Sick shall be taken in increments of at least one (1) hour at a time.

When absences due to sickness are necessitated, the employee shall normally notify the Sheriff at least one (1) hour prior to the beginning of his/her scheduled reporting time. Failure to do so, without a bona fide reason, shall result in the employee being considered absent without leave, and subject to disciplinary action.

Probationary employees, with less than sixty (60) days service, are not eligible for sick leave benefits. After successful completion of this sixty (60) day period, sick leave earned during such time period will be credited to the employee's account as of his/her date of employment.

Worker's Compensation: An employee may use sick leave, to the extent it is available, for an on-the-job injury for disability. If an employee so elects to use such sick leave in any period for which an employee is receiving Worker's Compensation benefits for an on-the-job injury for the Employer, the Employer shall pay to such employee the amount which such employee would have been entitled to receive as gross pay for the same period of sick leave under this contract, if the

injury or disability had not been compensable. During the statutory waiting period, an employee may choose to use sick leave to the extent it is available. Any amount paid to an employee under this Section shall be chargeable against the employee's sick leave. After all sick leave is used, an employee may elect to use any available compensatory or vacation time accumulated.

Family Illness: The Employer may allow the use of sick leave to take care of an employee's immediate family (parents, spouse, child) for medical reasons. This use of sick leave shall not exceed eighty (80) hours per calendar year.

Sick Leave Donation: In the event that an employee exhausts his/her accumulated sick leave days, vacation, accrued personal days and accumulated compensatory time, the Board, upon the recommendation of the Director of Internal Operations and Human Resources, may grant additional sick leave days, or, with permission from the affected individual, the Director of Internal Operations and Human Resources may request voluntary donations of sick leave from staff for use by the affected employee for his/her personal illness or injury. The Director of Internal Operations and Human Resources will determine the number of days to be granted on a case-by-case basis and in doing so will consider medical information supplied by the affected employee. Each employee may voluntarily donate up to 2 days of sick leave per request. Donations will be taken in the order received until the maximum number of days required is met. The Director of Internal Operations and Human Resources may approve and request additional donation days for the same individual if the original allotment runs out and the Director of Internal Operations and Human Resources deems it appropriate to offer additional extended leave. Donated sick leave days which are not used by the affected employee will be cancelled and not returned to donating employees.

Wellness Days: Employees who have reached their maximum accumulation of sick leave, shall be able to convert sick leave to wellness days, up to a maximum of two (2) days or sixteen (16) hours per year. These days will not carryover from year to year and must be used by the end of the fiscal year. This provision will be administered as provided by the Board policy regarding wellness days.

ARTICLE 12 FAMILY DEATH

Employees shall be granted up to six (6) working days leave of absence with pay for attendance at the funeral and other related functions in the event of death of an employee's spouse or child. Employees shall be granted up to five (5) days leave of absence with pay for attendance at the funeral and other related functions in the event of death of an employee's parent, step-parent, step-child, parent-in-law, brother, sister or grandchild. In the event of death of a grandparent, brother-in-law, or sister-in-law, an employee may be allowed time off with pay, not to exceed three (3) days. Employees may be granted four (4) hours with pay when attending funeral services for fellow county workers as well as for fellow retired county workers. Payment for this time shall be made only if the funeral has actually been attended.

ARTICLE 13
MILITARY LEAVE

Employees shall be granted Military Leave for a period up to thirty (30) days with pay as set forth by Section 29.A28 of the Code of Iowa. The Employer recognizes an employee's re-employment rights in accordance with the Uniformed Services Employment and Re-employment Rights Act (USERRA).

ARTICLE 14
JURY DUTY LEAVE

An employee required to serve as a juror shall receive his/her regular wages. In order to receive payment for such duty, the employee must submit certification of service and assign all fees to the Employer, except for mileage and meal expense, when the employees scheduled working hours and jury duty conflict. Every effort will be made to excuse the employee from work duty if his/her scheduled working hours and jury duty conflict. When released from jury duty during working hours, the employee will report to work within two (2) hours

ARTICLE 15
UNPAID LEAVE OF ABSENCE

An unpaid leave of absence may be granted at the discretion of the Sheriff for a period not to exceed one (1) year duration for illness or other legitimate reasons. While on unpaid leave, an employee:

- a. Receives no compensation or benefits;
- b. Does not earn any leaves or other benefits;
- c. Does not contribute to retirement programs;
- d. Must reimburse the Employer for all group hospital and medical insurance premiums if coverage is desired;
- e. Does not accrue seniority after thirty (30) days;
- f. Employees on unpaid leave shall participate in any shift bids that take place while on leave, in writing (i.e. email)

ARTICLE 16
ASSOCIATION DUES

The Employer will pay the dues for each eligible employee to the Iowa Sheriff's and Deputies Association and the National Sheriff's Association.

ARTICLE 17
TRAINING

All training hours, whether participating as teacher or student, shall be considered the day's duty assignment.

Travel time and meals incurred while attending training sessions in Story County will not be reimbursed. Travel time will be compensated as provided by the Fair Labor Standards Act, and expenses incurred while attending training sessions outside Story County will be reimbursed in either of the following:

- a. The employee(s) will be compensated meals for each day of training only if said employee(s) drives to and from Story County to the training location each day. Employees who are required to drive their own vehicle shall be reimbursed mileage. Employees must receive authorization from the Sheriff in advance to travel if mileage is to be reimbursed.
- b. Schools, training, seminars, etc. which involve multiple days outside of Story County, the employee(s) will have provided to him/her a vehicle for transportation, or allowed mileage reimbursement, or air travel and overnight lodging, and three (3) meals per day. Tuition, materials and expenses arising from said training out of necessity will be provided by the Employer.
- c. Drive time which exceeds an employee's normally scheduled workday can be traded out, hour for hour, within the same pay period, for non-exempt employees.

Any employee may request additional training. If granted by the Sheriff the employee(s) will be compensated as outlined in this Agreement. If the Sheriff does not grant the training request and the enrollment into the training must be accompanied by permission by the Sheriff or on department letterhead, such authorization may be given with no costs associated with said training falling back on to the Employer.

Any permanent employee shall be eligible for education incentive pay. Such pay shall consist of \$5.00 per month per each approved three-unit course, or equivalent, successfully completed on the employee's own time, up to a maximum of 30 units. An approved course is one that is directly related to the employee's job and is endorsed in advance by the Sheriff. To be eligible for education incentive pay, the employee must have been employed by Story County for a minimum of six (6) months.

Story County will provide up to \$1500 to each eligible employee for the cost of tuition and books upon successful completion of a job-related course to each eligible employee per fiscal year. Reimbursement for tuition and books will occur in the same fiscal year in which the fees are incurred or the class is completed unless documentation is not available by the last claim period of the fiscal year. If documentation is not available until later, the reimbursement will be made the following month after documentation is provided.

**ARTICLE 18
EARLY RETIREMENT**

Effective July 1, 1995, Story County will provide payment of a single health insurance plan for County employees who wish to retire early and retain their group health insurance coverage. Employees who carry family coverage may continue family coverage by paying the difference between single and family insurance premium rates. Premiums will be paid according to the following formula:

<u>YEARS OF HEALTH COVERAGE</u>	<u>SINGLE PREMIUMS PAID</u>
Ten	12 months
Fifteen	18 months
Twenty	24 months
Twenty-five	30 months
Thirty	36 months

The family coverage option is available for the same amount of time as County single paid premium. County paid health insurance payments will cease when an employee becomes eligible for medicare.

**ARTICLE 19
INSURANCE**

The Employer agrees to pay the following amounts towards the premiums for group health insurance for each eligible regular full-time or regular three-quarter time employee:

Blue Choice \$1,000 deductible plan – 99% Single or 90% Family
Alliance Select \$1,000 deductible plan – 95% Single or 90% Family

Plan #	1	2
Deductible		
Single (In-Network)	\$500	\$1000
Family (In-Network)	\$1000	\$2000
Office Visit Co-Pay (In-Network)	\$15	\$15
Plan Copayment		
In-Network	80%	80%
Out-of-Network	50%	50%
Maximum Out of Pocket		
Single In-Network	\$1000	\$2000
Single Out-of-Network	\$2000	\$4000
Family In-Network	\$2000	\$4000
Family Out-of-Network	\$4000	\$8000

RX Drug Coverage		
Copayment (In-Network)	\$10 Generic	\$10 Generic
	\$20 Name Brand	\$20 Name Brand
	\$45 Non-Formulary	\$45 Non-Formulary

The Employer agrees to pay 100% of the cost of the premiums for each eligible regular full-time or regular three-quarter time employee for the following: life insurance in the amount of \$25,000, short-term disability insurance, and long-term disability insurance.

The Employer agrees to provide a flexible benefit contribution to each eligible regular full-time or regular three-quarter time employee in the amount of \$145.30 per month. Each employee may elect to:

- (1) apply this contribution toward the cost of (a) single, (b) dependent (employee and spouse), (c) child (employee and child or children), or (d) family vision insurance;
- (2) apply this contribution toward the cost of single or family dental insurance;
- (3) receive the contribution in cash, or
- (4) any combination of (1) through (3), provided the combination does not exceed the contribution of \$145.30 per month.

Prior to any change in the benefit package or any change in carriers, the Employer agrees to meet and confer with the Union. However, the final decision as to the carrier shall be made by the Employer, provided that the benefits remain substantially the same.

The benefit package referred to in this contract shall be subject to all terms and conditions of the contract with the benefit providers selected by the Employer.

ARTICLE 20 COMPENSATION

The regular rates of pay for each classification of employees is set out in Appendix A, which is attached hereto and by this reference made a part hereof.

Any employee whose pay is in dispute, or his/her representative, shall have the right to examine the time sheets and other records pertaining to the compensation of pay of that employee at reasonable times.

Employees shall be paid every other Friday unless that Friday is a holiday, in which case the payday is the last Administration business day before.

Wage rates will be increased by six percent (6.0%) in the first year of the Agreement and by two (2.0%) in the second year of the Agreement and wages will be open for negotiation in the third year of the agreement.

**ARTICLE 21
LONGEVITY PAY**

Longevity is based on an employee's anniversary date and is based on the continuous service:

5 years	\$.18	18 years	\$.46
6 years	\$.19	19 years	\$.47
7 years	\$.35	20 years	\$.48
8 years	\$.36	21 years	\$.49
9 years	\$.37	22 years	\$.50
10 years	\$.38	23 years	\$.51
11 years	\$.39	24 years	\$.52
12 years	\$.40	25 years	\$.53
13 years	\$.41	26 years	\$.54
14 years	\$.42	27 years	\$.55
15 years	\$.43	28 years	\$.56
16 years	\$.44	29 years	\$.57
17 years	\$.45	30 years	\$.58

**ARTICLE 22
SHIFT DIFFERENTIAL**

In addition to the established wage rates, non-exempt bargaining unit employees shall be entitled to shift differential for all paid hours in accordance with the following schedule:

<u>SHIFT</u>	<u>SHIFT DIFFERENTIAL</u>
1500 -2300	\$0.40
2300 – 0700	\$0.40
1900 – 0700	\$0.40

The shift differential the employee will receive will be determined hour-by-hour based on the shift each hour is worked. If the employee's shift consists of hours from various shifts, the employee will receive shift differential according to the hours worked in each shift.

**ARTICLE 23
GENERAL CONDITIONS**

This Agreement shall be construed under the laws of the State of Iowa. Whenever the context of this Agreement permits, the masculine gender includes the feminine, the singular number includes the plural, the reference to any party includes its agents, officials, and employees.

The term Sheriff as used throughout this contract means the Story County Sheriff and/or his/her designee.

In the event any provision of this Agreement is held invalid by any court of competent jurisdiction, the said provision shall be considered separable its invalidity shall not in any way affect the remaining provisions of this Agreement.

The Union and the Employer acknowledge that during negotiations and proposals which resulted in this Agreement, each party had the opportunity to make demands with respect to all areas of collective bargaining, and that the whole understanding arrived at after the negotiations is set forth in this Agreement.

The Employer shall provide a bulletin board for the use of the employees.

**ARTICLE 24
EFFECTIVE PERIOD**

This Agreement shall be effective July 1, 2024 and shall continue through June 30, 2027.

This Agreement shall continue in effect from year to year thereafter unless one of the parties seeks modification thereof. The party seeking modification shall cause a written notice to be served on the other party by October 15 of the year prior to the time when modification is desired.

If the Affordable Care Act or its regulations are amended or if the application of the Affordable Care Act to the County's flex plan requires the County to pay any amount of money or make any contribution other than the payments specified in Article 19, then the parties agree that the contract will be reopened for negotiation regarding Article 19.

In witness whereof, the parties hereto have caused this Agreement to be executed by their duly authorized representatives this 7th day of May, 2024.

STORY COUNTY
EMPLOYEES,

By: [Signature]
Chairperson, Board of Supervisors

PUBLIC PROFESSIONAL & MAINTENANCE
LOCAL 2003, IUPAT

By: [Signature]
Business Representative

APPENDIX A

Wage increases take effect the first full pay period following an employee's anniversary date.

Salary Schedule Effective July 1, 2024

	Start	Step 1	Step 2	Step 3
Division Commanders				
Bi-Weekly	4388.19	4475.96	4565.46	4656.78
Annual	114092.94	116374.96	118701.96	121076.28
Assistant Jail Administrator				
Bi-Weekly	3684.27	3757.15	3831.48	3907.30
Annual	95791.02	97685.90	99618.48	101589.80
Sergeant				
Bi-Weekly	3632.57	3705.22	3779.33	3854.90
Annual	94446.82	96335.72	98262.58	100227.40
Communication Operations Manager				
Bi-Weekly	3471.51	3540.14	3610.13	3681.50
Annual	90259.26	92043.64	93863.38	95719.00
Detention Office Supervisor				
Bi-Weekly	3285.36	3350.26	3416.46	3483.98
Annual	85419.36	87106.76	88827.96	90583.48
Food Service Supervisor				
Bi-Weekly	2248.15	2292.30	2337.34	2383.28
Annual	58451.90	59599.80	60770.84	61965.28

APPENDIX A

Wage increases take effect the first full pay period following an employee's anniversary date.

Salary Schedule Effective July 1, 2025

	Start	Step 1	Step 2	Step 3
Division Commanders				
Bi-Weekly	4475.95	4565.48	4656.77	4749.92
Annual	116374.70	118702.48	121076.02	123497.92
Assistant Jail Administrator				
Bi-Weekly	3757.96	3832.29	3908.11	3985.45
Annual	97706.96	99639.54	101610.86	103621.70
Sergeant				
Bi-Weekly	3705.22	3779.32	3854.92	3932.00
Annual	96335.72	98262.32	100227.92	102232.00
Communication Operations Manager				
Bi-Weekly	3540.94	3610.94	3682.33	3755.13
Annual	92064.44	93884.44	95740.58	97633.38
Detention Office Supervisor				
Bi-Weekly	3351.07	3417.27	3484.79	3553.66
Annual	87127.82	88849.02	90604.54	92395.16
Food Service Supervisor				
Bi-Weekly	2293.11	2338.15	2384.09	2430.95
Annual	59620.86	60791.90	61986.34	63204.70

COLLECTIVE BARGAINING AGREEMENT

between

STORY COUNTY, IOWA

BOARD OF SUPERVISORS

and

**PUBLIC, PROFESSIONAL & MAINTENANCE EMPLOYEES
LOCAL 2003
(SHERIFF'S DEPUTIES)**

JULY 1, 2024 - JUNE 30, 2027

AGREEMENT

THIS, AGREEMENT entered into this 1 day of July , 2024 by and between STORY COUNTY, hereafter referred to as the "Employer", and PUBLIC, PROFESSIONAL & MAINTENANCE EMPLOYEES LOCAL 2003, hereafter called the "Union". Throughout this Agreement, wherever the "Act" appears, this refers to the Iowa Public Employment Relations Act, identified as Senate File 531, which was signed into law on April 23, 1974.

ARTICLE I RECOGNITION

The Employer hereby recognizes the Union as the exclusive bargaining representative for wages, hours, and other terms and conditions of employment permitted by the Act for all employees of the Story County Sheriff's Office, including all full-time and part-time employees of the Sheriff's Office, including: Deputies, Detectives, Detention Officers, Telecommunicators, Financial Data Manager/Office Services Technicians, and Cooks as set forth in the Iowa Public Employment Relations Board Order of Certification Case No. 3618, dated April 26, 1988, Case No.4331, dated December 13, 1990, Case No. 6108, dated November 8, 1999, Case No. 8233, dated May 4, 2010 and Case No 102133 dated December 13, 2017, which excludes the Sheriff, Chief Deputy, Lieutenants, Sergeants, Communications Commander, Jail Administrator, Assistant Jail Administrator, Communications Operations Manager, Detention Supervisors, Office Manager/ Budget Supervisor, and all other employees excluded by Iowa Code 20.4

ARTICLE 2 NON-DISCRIMINATION IN EMPLOYMENT

The Employer and Union agree to comply with any non-discrimination in employment laws that are applicable.

There shall be no discrimination in employment by the Employer or the Union toward any employee because of their membership in, or non-membership in, the Union. The parties will not discriminate against an employee because of an employee's support or non-support or participation or non-participation in Union affairs and/or activities.

All references to employees in this Agreement designate both sexes, and wherever the male gender is used, it shall be construed to include male and female employees.

ARTICLE 3 NO STRIKE - NO LOCKOUT

The Employer agrees that during the term of this Agreement it will not engage in any lockout of employees. The Union agrees that during the term of this Agreement, there shall not be any work stoppage, strike, slowdown, picketing, boycott, or any other action on the part of the Union or the employees represented by it which will interrupt or interfere with the operation of the County.

**ARTICLE 4
SEPARABILITY AND SAVINGS**

If any provision of this Agreement is subsequently declared by the proper legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable statutes or ordinances, those provisions shall be deleted. All other provisions of this Agreement shall remain in full force and effect for the duration of this Agreement.

**ARTICLE 5
GRIEVANCE PROCEDURES AND ARBITRATION**

The parties agree that an orderly and expeditious resolution of grievances is desirable. For purposes of this Article, the words employee(s) or grievant(s) shall also mean and include the Employee Organization/Union. All matters of dispute that may arise between the Employer and an employee or employees regarding a violation of an expressed provision of this Agreement shall be adjusted in accordance with the following procedure:

A. Informal: An employee shall discuss a complaint or problem orally with his/her immediate supervisor within seven (7) calendar days following its occurrence in an effort to resolve the problem in an informal manner.

B. Grievance Steps:

Step 1. If the oral discussion of the complaint or problem fails to resolve the matter, the aggrieved employee and/or the Union shall present a grievance in writing to the employee's immediate supervisor within seven (7) calendar days following the oral discussion. The grievance shall state the nature of the grievance, the specific clause or clauses violated, and shall state all facts as they know them to be. Within seven (7) calendar days after this Step 1 meeting, the supervisor will answer the grievance in writing.

Step 2. If the aggrieved employee is not satisfied with the supervisor's answer at Step 1, the aggrieved employee and/or the Union shall present the grievance in writing to the Sheriff within seven (7) calendar days of the supervisor's answer. The grievance shall state the nature of the grievance, the specific clause or clauses violated, and shall state all facts and witnesses as they know them to be. Within seven (7) calendar days after this Step 2 meeting, the Sheriff will answer the grievance in writing and state all facts and witnesses as he/she knows them to be.

Step 3. If the aggrieved employee is not satisfied with the supervisor's answer at Step 2, the aggrieved employee and/or union and the County shall request the grievance be submitted to an outside independent mediator. Mediation shall be scheduled at a mutually agreeable time between the parties and the mediator. Mediation shall be a pre-requisite to referring the grievance to Step 4.

Step 4. Any grievance not settled in Step 2 of the grievance procedure may be referred to arbitration, provided the referral to arbitration is in writing to the other party and is made within seven (7) calendar days after the date of the Sheriff's answer given in Step 2.

An aggrieved employee may elect to have a Union representative present at the grievance meeting(s).

All grievances must be taken up promptly and awards or settlements thereof shall in no case be made retroactive beyond the date on which the occurrence giving rise to the grievance was known. If a grievance is not presented within the time limits specified in this Article, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limits, it shall be considered settled on the basis of the Employer's last answer. If a grievance at Step 1 is not timely answered by the Employer, it shall automatically be referred to Step 2.

After either party has notified the other of its referral of a case to arbitration, the parties will meet within ten (10) calendar days after receipt by either party of notice of referral of a case to arbitration to select an arbitrator or to request in writing the Public Employment Relations Board, to furnish a suggested list of names of seven (7) arbitrators from which list the parties shall select one (1) arbitrator. Such selection shall be by agreement, if possible; otherwise, by the parties alternately eliminating names from the list, with the parties flipping a coin to see who strikes first.

After each party has eliminated the name of three (3) arbitrators from the list, the arbitrator whose name remains on the list shall be accepted by both parties as the arbitrator to hear and decide the pending case. The date for the arbitration hearing will be determined by the parties and the arbitrator within sixty (60) days following the date of the selection of the arbitrator.

The fees and expenses of the arbitrator will be shared by the parties. Each party shall pay its own cost of preparation and presentation for arbitration. The arbitrator shall have no power to change or amend the terms, conditions, or applications of the collective bargaining Agreement. The arbitrator shall not have power to accept or decide any grievance which involves a matter with the jurisdiction of the Civil Service Commission (Chapter 341A, Code of Iowa). The arbitrator's decision shall be binding on both parties.

The time limits at any step in the grievance and arbitration procedure may be extended on a specific case basis, upon written mutual agreement of the Union and Employer.

In the event that any employee takes action on any complaint in any other forum, then all rights to this contractual grievance procedure shall be waived and no grievance shall be allowed regarding this issue. The arbitrator may not hear more than one grievance unless the presentation of more than one grievance is mutually agreed to by the Employer and the Union.

Individuals involved with a grievance procedure may discuss the issue during the working day with involved individuals, but without payment if discussions extend beyond the employee's normal working hours. The aggrieved employee and all County-employed witnesses shall be granted time off with pay to attend a grievance meeting or hearing.

ARTICLE 6 SENIORITY

Seniority means an employee's length of full-time continuous service with the Employer since their last date of hire. Seniority shall be administered on a job classification basis. Part-time employees shall accrue seniority on a pro rata basis.

If more than one employee has the same date of hire with the County, the employees' Social Security number will determine the most senior employee. Using the last two (2) numbers, the employee with the lowest number will be the most senior employee.

Probationary Period – Employees other than Deputy Sheriffs

A probationary employee is an employee who has not yet completed twelve (12) consecutive months of service with the employer. If the employer and employee agree, the probationary period can be extended for any period up to a maximum of six (6) months. A probationary employee may be disciplined or discharged by the Sheriff without cause and without recourse to the grievance procedure.

Probationary Period - Deputy Sheriffs

If a Deputy Sheriff has successfully completed training at the Iowa law enforcement academy or a regional training facility certified by the director of the Iowa law enforcement academy prior to initial appointment as a deputy sheriff, the probationary period shall be for a period of up to nine months and shall commence with the date of initial appointment as a deputy sheriff. If the Deputy Sheriff has not successfully completed training at the Iowa law enforcement academy or a regional training facility certified by the director of the Iowa law enforcement academy prior to initial appointment as a deputy sheriff, the probationary period shall commence with the date of initial employment as a deputy sheriff and shall continue for a period of up to nine months following the date of successful completion of training at the Iowa law enforcement academy or a regional training facility certified by the director of the Iowa law enforcement academy.

The discipline and removal of Deputy Sheriffs will be governed by the provisions of Iowa Code Chapter 341A.

An employee shall lose their seniority and employment relationship shall be broken and terminated as follows:

- a. Employee quits
- b. Employee is discharged
- c. Engaging in other paid work while on sick leave, or giving false reason for obtaining a leave of absence.

- d. Two (2) days per year of absence without notice to the Employer.
- e. Failure to report for work at the end of leave of absence.
- f. Failure to report to work fourteen (14) days after being notified to return to work following layoff, when notice of recall is sent to the employee's last known address, according to Employer records. It is the employee's responsibility to keep the Employer informed of their current address and phone number.
- g. Seniority rights will be forfeited after the continuous period of layoff exceeds one (1) year.
- h. Employee retires.
- i. An employee is absent from work for any reason for over one (1) year or for a period of time equal to his/her seniority, whichever is shorter. This may be extended at the discretion of the Sheriff.

If an employee is transferred out of the bargaining unit, his/her seniority continues to accumulate.

After the first consecutive thirty (30) days of unpaid leave of absence, seniority shall not accumulate.

The Union shall be furnished with a seniority list of all employees covered by this Agreement.

Staff Reduction. When the working force is to be reduced, the Employer will select which job classification is to be reduced. The employee with the least qualifications and ability will be removed first, when qualifications and ability are relatively equal, in the judgment of the Employer, the employee with the least seniority in the job classification will be removed. On recall from layoff, employees will be returned to work in the reverse order of layoff, if qualified to perform the work available. Probationary employees have no recall rights.

Employees to be recalled after being on layoff shall be notified as far in advance as possible by notice in writing sent by certified mail, return receipt requested, to the last address shown on the employee's record. The employee must report to work in fourteen (14) days after receipt of notice, unless otherwise mutually agreed to. In the event the employee fails to comply with the above, he/she shall be terminated and lose all seniority rights under this Agreement. Employees will have one opportunity to accept or reject an offer of recall. Employees who reject an offer of recall will forfeit their recall rights.

Employees shall have recall rights for a period of twelve (12) months following the date of their layoff.

If the Employer creates a new position, the Employer and the Union shall bargain through impasse collectively with respect to wages, hours, and other terms and conditions of employment as defined by Section 20.9 of the Public Employment Relations Act.

Deputies regardless of work assignments are the same job classification of Deputy.

ARTICLE 7 HOURS OF WORK

The purpose of this article is not to be construed as a guarantee of hours of work or pay per day or hours of work or pay per week. Determination of daily and weekly hours of work shall be at the sole discretion of the employer. The normal workweek shall be from Sunday beginning at 12:00 a.m. through 12:00 midnight of the following Saturday.

Unless otherwise addressed in this Article, the normal workday and work scheduled for Deputies, Detention Officers, and Telecommunicators shall consist of the following schedule for a 27 day cycle: Schedule for six (6) months when training is held: 6 days on followed by 3 days off; 6 days on followed by 2 days off; 7 days on followed by 3 days off. Schedule for remaining six months when training is not held: 6 days on followed by 3 days off; 6 days on followed by 3 days off; 6 days on followed by 3 days off. Each workday for Detention officers and Telecommunicators shall consist of three (3) shifts, and each workday for Deputies shall consist of seventeen (17) shifts, each shift of eight (8) hours. Detention Officers and Telecommunicators are not allowed breaks and are expected to be on duty at all times.

The normal work week for a Deputy assigned to Civil Process shall consist of the following: Monday through Friday. The hours of work shall be selected by the employer from the shifts outlined for "Deputy" in this Article.

The normal work week for a Deputy assigned to the Jail as a Transport Officer shall consist of the following: Monday through Friday. The hours of work shall be selected by the employer from the shifts outlined for "Deputy" in this Article.

The parties understand and agree the above schedule for Deputies, Detention Officers and Telecommunicators does not equal 2080 hour per year. The difference in time between the above schedule and 2080 hours is utilized in the holiday compensation, as outlined in Article 10 of this agreement.

The normal workday and work schedule for a FDMOST shall consist of the following:

- **FIRST SHIFT:** 7 a.m. - 3 p.m. Monday through Friday; 8 a.m. - 4 p.m. Monday through Friday; 9 a.m. - 5 p.m. Monday through Friday; 7 a.m. - 5 p.m. for four days.
- **SECOND SHIFT:** 3 p.m. - 11 p.m. Monday through Friday for three weeks; 1 p.m. - 11 p.m. every fourth week (four days). The normal work week shall consist of 40 hours per week. The employer reserves the right to schedule working hours.

The normal workday and work schedule for a cook shall consist of the following: 8:00 a.m. - 6:00 p.m. and will not exceed forty (40) hours in a workweek. The current practice of breaks and meal periods will continue.

FDMOST – Each workday shall consist of eight (8) hours with a one-half (1/2) hour paid lunch period. Except for the Mon-Fri 7 am – 5 pm for 4 days, this work week will consist of each workday consisting of 10 hours with a one-half (1/2) hour paid lunch period.

The normal workday and work schedule for a Detective shall consist of the following: 8:00 a.m. - 4:00 p.m. Monday through Friday. Each workday shall consist of eight (8) hours with a one-half (1/2) hour paid lunch period.

The yearly work schedule shall be posted by December 1st and effective January 1st and posted by June 1st effective July 1st of each year, for all bargaining unit employees. It is understood and agreed that the Employer may revise work schedules in order to adequately staff each shift. The Employer shall give the Union thirty (30) days' notice of any major change in the work schedule, except in the event of an emergency. Shifts shall be bid twice each year, no later than

November to begin in January and no later than May to begin in July. Bid sheets shall be posted for no less than twenty-one (21) days. The employee within the division with the greatest length of service shall have the first choice of shift

If you voluntarily bid a different shift, any pre-approved vacation may be subject to change.

Bidding shall be done by all bargaining unit members on the basis of seniority for the following shifts:

<u>Telecommunicator</u>	<u>Detention Officer</u>	<u>Deputy</u>
0700 – 1500	0700 – 1500	0700 – 1500
1500 – 2300	1500 – 2300	0800 – 1600
2300 – 0700	2300 – 0700	0900 – 1700
		1000 – 1800
		1100 – 1900
		1200 – 2000
		1300 – 2100
		1400 – 2200
		1500 – 2300
		1600 – 0000
		1700 – 0100
		1800 – 0200
		1900 – 0300
		2000 - 0400
		2100 – 0500
		2200 – 0600
		2300 – 0700

Call Back Time. An employee who is called back to work by the Employer shall be paid a minimum of two (2) hours pay at the overtime rate unless such call back is tied to the beginning or end of his/her shift. Employees on special days off (i.e. vacation, holiday, comp time, etc.) shall be called back only after all others on normal routine time off have been called.

Court Time. An employee required to appear for court during off duty hours shall be paid a minimum of two (2) hours pay at the overtime rate, unless the court appearance and the beginning or end of an employee's scheduled workday shifts overlap. In that event, the employee is paid for actual time spent.

On-Call Pay. All bargaining unit employees who are required to be in on-call status shall be compensated at their computed hourly rate of ten (10) hours per week for each week spent in on-call status. At present, the only employees required to be on-call are detectives.

If gender balance in the jail division, required by Iowa Code 356, is not achieved after the bidding process, the employer will request volunteers to move to another shift. If there are insufficient volunteers to achieve gender balance, assignment will be made by the employer based on seniority.

12 Hour Shifts

The parties mutually agree to establish a Labor-Management Committee to assess the possibility of moving to a 12 hours shift schedule as follows:

The Labor Management Committee (LMC) shall consist of the Sheriff and his designee(s) and one bargaining unit member of each of the 24 hour divisions within the department. The Sheriff shall request to assemble the LMC at such time as he feels it is absolutely necessary to implement 12 hours shifts in any of the 24 hour divisions. The LMS, shall as a whole, assess the situation, and choose to either enact or not to enact a 12 hours shift schedule. Should the LMC choose to enact a 12 hour shift schedule, the LMC, shall as a whole, also choose a length of time for which 12 hour shifts should be in place.

Should the Sheriff feel it absolutely necessary to extend the period of time the LMC had established for 12 hour shifts to be in place, the Sheriff may request to assemble the LMC before the time expires and the LMC, shall as a whole, assess the situation and choose whether to extend the time period.

In the event of an emergency, such as a natural disaster, the Sheriff shall have the authority to go to 12 hour shifts, if it is felt to be absolutely necessary, without assembling the LMC. The implementation of 12 hours shifts shall be temporary and only meant to get the department through the emergency. Should the Sheriff want to extend the 12 hour shifts, then the LMC shall be assembled.

ARTICLE 8 OVERTIME

FDMOST and Cooks classifications will be paid, either in cash or compensatory time, at the rate of time and one-half (1 1/2) the employee's straight time hourly rate for all hours worked in excess of the employee's normal workday or work schedule. The choice between cash and compensatory time will be made by employees during open enrollment.

Deputies, Detention Officers and Telecommunicators shall be paid, either in cash or compensatory time, at the rate of time and one-half (1 1/2) the employee's straight time hourly rate for all hours worked in excess of the normal workday or work schedule. An employee may request time off within the pay period equal to any hours in excess of the normal workday or normal work schedule. If the request is granted, these hours will be taken hour for hour. Compensatory time off must be approved by the Sheriff and will normally require a one (1) day notice.

Before any overtime is or can be worked, the employee(s) involved must receive prior permission from the Sheriff.

An employee may accumulate a maximum of forty-eight (48) hours of compensatory time. An employee shall be able to carry over forty-eight (48) hours of compensatory time from fiscal year to fiscal year. Once an employee reaches the maximum accumulation, overtime will be paid at the rate of one and one-half (1 1/2) of the employee's regular hourly rate.

The employer will attempt to distribute contract overtime work (i.e., ISU events, GTSB projects, high school functions, Martin Marietta, etc.) among sworn, regular full time bargaining unit employees prior to the contract overtime work being offered to other persons, notwithstanding those contract events which require supervisory personnel (i.e., VEISHEA).

Such contract overtime work shall be rotated as equitably as possible.

Sworn personnel working contract overtime events shall be paid at regular overtime rate.

Any accrued compensatory time will be paid out at the employee's current rate of pay to the employee prior to any promotion out of the bargaining unit and also if the employee changes his/her election from compensatory time to cash payment.

The parties agreed method by which overtime is distributed to Telecommunicators is as follows: Coverage of staff shortage with overtime is an administrative responsibility. It is dependent upon several factors including staff availability, notice of staff shortage and hours to be covered. It's the responsibility of the shift supervisors to find coverage for their shift(s). It is not the responsibility of the personnel to work all staff shortages.

Shift Supervisors cover staff shortages on a case by case basis.

- If a staff shortage exists, the shift will be covered by personnel who are, or will be, coming on duty.

- If scheduling conflicts occur with on-duty personnel, off duty personnel will be asked to cover the staff shortage.
- In the event no one is willing to work the shift, mandatory overtime may be required and is based upon least seniority, on a rotating basis, in the communication division.
- When possible, staff shortages known in advance, will be posted for review by communications personnel and filled on a voluntary basis.

The Parties agree that bumping and overtime will be handled, in the Jail Division, in the following manner.

1) Definitions

- a) Bumping: For the purposes of this agreement, “Bumping” is defined as the temporary assignment of an officer to a shift other than their normally scheduled shift to cover for a staff shortage.

2) Procedure for Bumping

- a) Bumping may be used to cover non-supervisory staff shortages caused by Staff Vacations, Sick Time, FMLA, Military Leave, Staff Training, Schools, Special Assignments, and other situations resulting in insufficient shift staffing.
- b) Situations requiring Bumping will be identified on or before the 20th of the preceding month.
- c) Situations requiring bumping will be assigned in reverse order of seniority, on a rotating basis. The least senior officer available to bump will be bumped first, followed by the second least senior officer. An officer, having been bumped once, will not be bumped again unless all available officers to bump have been bumped once. Said another way, the least senior available officer, with the least amount of bumps, will be bumped.
- d) At the beginning of each calendar month, the process will begin again with the least senior available officer. The previous month’s history will not be considered when determining the next month’s bumps.
- e) Longer term staff shortages covering multiple consecutive days may be assigned to a single officer.
- f) Detention officers with 20 years or more of seniority will have the option to decline a shift bump by submitting a schedule change request before the beginning of the month in which the shift bump occurs. A vacant shift resulting from a declined shift bump shall be posted as voluntary overtime to be filled, the declining detention officer is not eligible to sign up for the resulting overtime assignment. However, if the voluntary overtime assignment is not filled, the declining detention officer is subject to the mandatory overtime provisions in this agreement, and as such, may be required to fill the overtime vacancy.

3) Procedure for Overtime

- a) Overtime may be required to cover both scheduled and last minute staff shortages.

- b) Overtime for certain situations may require officers with certain characteristics, abilities or certifications (i.e. sworn officer, armed officer, female officer, supervisory officer, etc.)
 - i) Vacancies for these situations will be filled using current and available on duty personnel before mandating off duty personnel
- c) Overtime will be offered to all on duty staff on a voluntary basis, prior to being assigned as mandatory to an officer.
- d) Mandatory overtime will be assigned in reverse order of seniority on a rotating basis.
- e) Mandatory overtime will normally be assigned to officers at the beginning or end of their shifts, and will not be assigned to people on days off unless absolutely necessary.
- f) At the beginning of each calendar month, the process of tracking mandatory overtime will be reset to the least senior officer and the previous month's mandatory overtime assignments will not be considered when assigning the next month's mandatory overtime.
- g) Overtime identified in advance (generally, one day or more notice) will be posted for signup in master control.
- h) If no one volunteers for posted overtime, it will be assigned as outlined in sections 3d, 3e and 3f.
- i) Overtime that becomes necessary with short notice (generally less than one day's notice i.e. coverage for officers calling in sick) will be handled in the following manner:
 - i) Overtime will be offered to all on –duty staff on a voluntary basis.
 - ii) If no one volunteers, the person in line for mandatory overtime will be notified that they will be required to work the overtime.
 - iii) An officer, having notified of his/her status as the next officer to be assigned mandatory overtime, will not be considered “on-call”.
- j) In the event of an emergency situation requiring immediate personnel, supplemental staff may be called in based on their proximity to the jail and their ability to respond in a timely manner.
- k) Any Overtime volunteered for during the previous month will be calculated and used towards the current month's forced overtime needs.
- l) Officers that volunteered for overtime during the previous month will earn a credit for each day volunteered
- m) When forced overtime is needed the person with the least amount of seniority and credits will be required to stay or come in early.
- n) This list will be maintained by Admin and kept on the Supervisors Bulletin board located in Booking so everyone can keep informed of their status.

**ARTICLE 9
HOLIDAYS**

Full-time employees, and part-time employees on a pro rata basis, are eligible for the following paid holidays: New Year's Day, Martin Luther King Jr Day, Presidents Day, Memorial Day, Juneteenth, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, and two (2) days at Christmas. Holidays will be observed according to the schedule outlined beginning at the start of the employees shift and ending with that shift. Any additional holidays recognized by the Board will be added to the Agreement.

Full-time and part-time non-shift employees shall be paid for each of the holidays set forth in this Article occurring during the period in which they are actively at work. An employee required to work on any recognized paid holiday shall be paid time and one-half (1 1/2) for all hours worked except hours worked which exceed an employee's normal scheduled hours will be paid at double time. Holiday pay will be at the employee's normal pay for the day or week for which he/she would have been scheduled to work.

To be eligible for holiday pay, an employee must have worked the last full scheduled workday immediately before and the first full scheduled workday immediately after each holiday or unless on an excused absence.

An employee on layoff or unpaid leave of absence is not eligible for holiday pay.

For employees on a Monday - Friday work schedule, e.g., FDMOST, Detectives, Civil Process Deputies and Transport Deputies, when a designated holiday falls on a Saturday, the preceding Friday shall be observed as the legal holiday, and when the holiday falls on a Sunday, the following Monday shall be observed as the legal holiday.

Full-time 6-3 shift employees, and part-time shift employees on a pro rata basis, will be granted ninety-six hours (96) personal time in lieu of holidays (July 1) per fiscal year. Any unused personal days shall be paid to the employee at the employee's regular hourly rate at the end of the first full pay period at the end of the fiscal year (June 30).

If an employee uses more personal days than actual holidays that have transpired in the year and employment is severed, the County will be reimbursed for the personal days by deducting the hours from the employee's vacation payout or by the employee reimbursing the County for the personal day.

Cooks will be considered shift employees for purposes of this article.

Probationary employees will be granted personal days based on the number of holidays remaining in the fiscal year. Personal days accrued and not used at the time of separation from county employment will be reimbursed on a pro-rata basis.

ARTICLE 10 VACATIONS

Full-time employees and part-time employees, on a pro rata basis, shall be entitled to paid vacations as follows:

After one (1) year of continuous full-time service, eighty (80) hours.

After five (5) years of continuous full-time service, one hundred twenty (120) hours.

After ten (10) years of continuous full-time service, one hundred sixty (160) hours.

Up to forty-eight (48) hour of vacation time can be carried over from one year to the next. After fifteen (15) years of continuous full-time service, an employee may carry over sixty (60) hours of vacation time. After twenty (20) years of continuous full-time service, an employee may carry over eighty (80) hours of vacation time.

Vacation requests of three (3) or more days must be submitted by the 20th of the preceding month, however, requests may be made at any time in advance of the 20th of the month. The scheduling of vacation leave must have prior approval of the Sheriff and will be granted at his discretion. The Sheriff may require the rescheduling of vacation leave only when, in his judgment, it is absolutely necessary. Vacation time will normally be taken in weekly increments. Vacations of a shorter duration must be approved by the Sheriff and will normally require a three (3) day notice. Notification of approval or denial will be given within seven (7) calendar days. Personal days will be handled like compensatory time off.

FDMOST classification may request vacation leave up to one (1) year in advance without having to wait for pending approval due to shift bids. Notification of approval or denial will be given within seven (7) calendar days of the date on which the request was received.

Vacation leave shall be computed on an hourly basis and credited to each employee's account every pay period. Employees resigning or terminated before they have completed six (6) months of continuous employment will not be eligible for any vacation benefits, and employees who have not completed six (6) months of continuous employment will not be eligible to use vacation benefits.

Vacation pay will be at the employee's normal pay for the day or week for which he/she would have been regularly scheduled to work.

An employee shall not accrue vacation leave during periods of temporary layoff, suspension or leave without pay.

Except for 6-3 shift employees, vacation extending through an officially designated holiday shall not have that holiday charged against vacation leave.

Any full-time or part-time employee separated from County employment by reduction in force, resignation, death or otherwise, shall be paid or have payment made to his/her estate or legal beneficiary in the amount of any unused vacation leave earned.

Employees who work on a scheduled vacation day shall be compensated at the employee's normal pay for the day or week he/she was scheduled to work.

If an employee's vacation leave has been denied, resulting in an employee reaching the cap, the amount of vacation leave which would otherwise be lost, will be reimbursed at an employee's straight time hourly rate.

ARTICLE 11 SICK LEAVE

Accumulation. Sick leave shall be accrued by a full-time employee, or a part-time employee on a pro rata basis, at the rate of one and one-half (1 1/2) days for each month to a total of nine hundred sixty (960) hours.

Family Medical Leave Act. Employees who have at least one year of service with Story County and who have worked at least 1,250 hours in the previous twelve-month period may take an unpaid leave of up to twelve weeks for the following reasons:

1. Birth of a child
2. Placement of a child for adoption or foster care
3. Care of an ill spouse, parent, or child
4. Illness of an employee

Employees may elect, however to use vacation or sick leave as part of the twelve-week family leave. In no event will the total amount of family medical leave, utilized for numbers 1, 2 or 3 above, be permitted to exceed twelve continuous weeks without prior approval of any employee's department head or elected official.

Employees on family leave will have their health insurance continued in the same manner as if leave was not taken. Employees who are required to contribute part of the cost of health insurance will need to make arrangements with Human Resources for timely payments of premiums.

Employees requesting leave must provide thirty days written notice when possible. In addition, employees must indicate the date they expect to return to work.

The employee shall have the right to be restored to the same position that the employee held when the requested FML started, or to an equivalent position with equivalent pay, benefits, and other terms and conditions of employment.

Use of Sick Leave. Accumulated sick leave may be used for any disabling or confining medical condition, personal illness, injury, and pregnancy related matters, medical or dental appointments or on the job injury or disability. A medical doctor's written verification of illness or injury may be required by the employer for substantiation of an illness or injury exceeding three (3) consecutive workdays or any time when sick leave abuse is reasonably suspected.

Except for 6-3 shift employees, if a holiday falls within a paid sick leave, that day will be counted as a holiday and not as a day of sick leave.

Sick leave shall be taken in increments of at least one (1) hour at a time.

Notification. When absences due to sicknesses are necessitated, the employee shall normally notify the Sheriff at least one (1) hour prior to the beginning of his/her scheduled reporting time. Failure to do so, without a bona fide reason, shall result in the employee being considered absent without leave, and subject to disciplinary action.

Probationary Employees. Probationary employees, with less than sixty (60) days service, are not eligible for sick leave benefits. After successful completion of this sixty (60) day period, sick leave earned during such time period will be credited to the employee's account as of his/her date of employment.

Workers Compensation. An employee may use sick leave, to the extent it is available, for an on-the-job injury for disability. If an employee so elects to use such sick leave in any period for which an employee is receiving Workers Compensation benefits for an on-the-job injury for the Employer, the Employer shall pay to such employee the amount by which such weekly compensation is exceeded by the amount which such employee would have been entitled to receive as gross pay for the same period of sick leave under this contract, if the injury or disability had not been compensable. During the statutory waiting period, an employee may choose to use sick leave to the extent it is available. Any amount paid to an employee under this section shall be chargeable against the employee's sick leave. After all sick leave is used, an employee may elect to use any available compensatory or vacation time accumulated.

Family Illness. The Employer may allow the use of sick leave to take care of an employee's immediate family (parents, spouse, child) for medical reasons. This use of sick leave shall not exceed eighty (80) hours per calendar year.

Sick Leave Donation. In the event that an employee exhausts his/her accumulated sick leave days, vacation, accrued personal days and accumulated compensatory time, the Board, upon the recommendation of the Director of Internal Operations and Human Resources, may grant additional sick leave days, or, with permission from the affected individual, the Director of Internal Operations and Human Resources may request voluntary donations of sick leave from staff for use by the affected employee for his/her personal illness or injury. The Director of Internal Operations and Human Resources will determine the number of days to be granted on a case-by-case basis and in doing so will consider medical information supplied by the affected employee. Each employee may voluntarily donate up to 2 days of sick leave per request. Donations will be taken in the order received until the maximum number of days required is met. The Director of Internal Operations and Human Resources may approve and request additional donation days for the same individual if the original allotment runs out and the Director of Internal Operations and Human Resources deems it appropriate to offer additional extended leave. Donated sick leave days which are not used by the affected employee will be cancelled and not returned to donating employees.

Wellness Days. Employees who have reached their maximum accumulation of sick leave, shall be able to convert sick leave to wellness days, up to a maximum of two (2) days or sixteen (16)

hours per year. These days will not carryover from year to year and must be used by the end of the fiscal year. This provision will be administered as provided by the Board policy regarding wellness days.

ARTICLE 12 FAMILY DEATH

A full-time employee, or part-time employee on a pro rata basis, shall be granted up to six (6) working days leave of absence with pay for attendance at the funeral and other related functions in the event of death of an employee's spouse, child. A full-time employee, or part-time employee on a pro rata basis, shall be granted up to five (5) days leave of absence with pay for attendance at the funeral and other related functions in the event of death of an employee's parent, step-parent, step-child, parent-in-law, brother, or sister. In the event of death of a grandparent, grandchild, brother-in-law, or sister-in-law, an employee may be allowed time off with pay, not to exceed three (3) days. A period of eight (8) hours with pay may be granted to an employee when attending funeral services for the employee's aunt or uncle. Employees may be granted four (4) hours with pay when attending funeral services for fellow county workers as well as for fellow retired county workers. Payment for this time shall be made only if the funeral has actually been attended.

ARTICLE 13 MILITARY LEAVE

An employee may be granted a military leave of absence for a period up to thirty (30) days with pay as prescribed by Section 29.A28 of the Code of Iowa.

The Employer recognizes an employee's re-employment rights in accordance with the Universal Military Training and Service Act.

ARTICLE 14 JURY DUTY LEAVE

An employee required to serve as a juror shall receive his/her regular wages. In order to receive payment for such duty, the employee must submit certification of service and assign all fees to the Employer, except for mileage and meal expense, when the employees scheduled working hours and jury duty conflict. Every effort will be made to excuse the employee from work duty if his/her scheduled working hours and jury duty conflict. When released from jury duty during working hours, the employee will report to work within two (2) hours.

ARTICLE 15 UNPAID LEAVE OF ABSENCE

An unpaid leave of absence may be granted at the discretion of the Sheriff for a period not to exceed one (1) years duration for illness or other legitimate reasons. While on an unpaid leave, an employee:

- a) receives no compensation or benefits;
- b) does not earn any leaves or other benefits;
- c) does not contribute to retirement programs;
- d) must reimburse the Employer for all group hospital and medical insurance premiums if coverage is desired;
- e) does not accrue seniority after thirty (30) days.
- f) Employees on unpaid leave shall participate in any shift bids that take place while on leave, in writing. (i.e. email)

ARTICLE 16 ASSOCIATION DUES

The Employer will pay the dues for each eligible employee to the Iowa Sheriffs and Deputies Association and the National Sheriffs Association.

ARTICLE 17 TRAINING

It is recognized that not only the employer wishes to provide training, but also that the employee wishes to receive training to enhance the skills necessary to perform their duties.

The Employer will attempt to schedule six (6) monthly training sessions for each sworn/telecommunicator/detention officer employee. All training hours shall be considered the days duty assignment. Accommodations will be made if vacations are approved prior to training schedules being posted.

Detention Officer, Deputy, and Telecommunicator meetings that are a combination department meeting/training session will be compensated as outline in Article 8 - Hours of Work - Call Back Time.

Travel time and meals incurred while attending training session in Story County will not be reimbursed. Travel time will be compensated as provided by the Fair Labor Standards Act, and expenses incurred while attending training sessions outside Story County will be reimbursed in either of the following:

- a) The employee(s) will be compensated meals for each day of training only if said employee(s) drives to and from Story County to the training location each day. Employees who are required to drive their own vehicle they shall be reimbursed mileage. Employees

must receive authorization from the Sheriff in advance of travel if mileage is to be reimbursed.

- b) Schools, training, seminars, etc. which involve multiple days outside of Story County, the employee(s) will have provided to him/her a vehicle for transportation, or allowed mileage reimbursement, or air travel and overnight lodging, and three (3) meals per day. Tuition, materials, and expenses arising from said training out of necessity will be provided by the Employer.

Training hours will be posted on the yearly work scheduled by December 30th and June 30th of each year. The notice shall include training dates, hours and subject matter.

If the County fails to provide six (6), eight (8) hour mandatory training days during the life of this Agreement, the Union and the County agree to re-evaluate this issue at the end of this agreement. These forty-eight (48) hours must be filled with relevant training substance.

Any employee may request additional training. If granted by the Sheriff the employee(s) will be compensated as outlined in this Agreement. If the Sheriff does not grant the training request and the enrollment into the training must be accompanied by permission by the Sheriff or on department letterhead, such authorization may be given with no costs associated with said training falling back on to the employer.

Any permanent employee shall be eligible for education incentive pay. Such pay shall consist of \$5.00 per month per each approved three-unit course, or equivalent, successfully completed on the employee's own time, up to a maximum of 30 units. An approved course is one that is directly related to the employee's job and is endorsed in advance by the Sheriff. To be eligible for education incentive pay, the employee must have been employed by Story County for a minimum of 6 months.

Story County will provide up to \$1500.00 to each eligible employee for the cost of tuition and books upon successful completion of a job-related, approved course to each eligible employee per fiscal year. Employees who are hired on or after July 1, 2014 and who voluntarily separate from employment with the Sheriff's Office within four (4) years of the receipt of such payment will be required to repay the full amount to the County. Reimbursement for tuition and books will occur in the same fiscal year in which the fees are incurred or the class is completed unless documentation is not available by the last claim period of the fiscal year. If documentation is not available until later, the reimbursement will be made the following month after documentation is provided.

ARTICLE 18 EARLY RETIREMENT

Story County will provide payment of a single health and/or dental insurance plan for county employees who wish to retire early and retain their Story County offered, group health/dental insurance coverage. Employees who carry family coverage through the Story County offered

group plan may continue family coverage by paying the difference between single and family premium rates. Premiums will be paid according to the following formula:

<u>YEARS OF HEALTH COVERAGE</u>	<u>SINGLE PREMIUMS PAID</u>
Ten	12 months
Fifteen	18 months
Twenty	24 months
Twenty-five	30 months
Thirty	36 months

The family coverage option is available for the same amount of time as county single paid premium.

County paid health insurance payments will cease when an employee becomes eligible for Medicare.

ARTICLE 19 INSURANCE

The Employer agrees to pay the following amounts towards the premiums for group health insurance for each eligible regular full-time or regular three-quarter time employee:

Blue Choice \$1,000 deductible plan – 99% Single or 90% Family
 Alliance Select \$1,000 deductible plan – 95% Single or 90% Family

Deductible	
Single (In-Network)	\$1000
Family (In-Network)	\$2000
Office Visit Co-Pay (In-Network)	\$15
Plan Copayment	
In-Network	80%
Out-of-Network	50%
Maximum Out of Pocket	
Single In-Network	\$2000
Single Out-of-Network	\$4000
Family In-Network	\$4000
Family Out-of-Network	\$8000

RX Drug Coverage	
Copayment (In-Network)	\$10 Generic \$20 Name Brand \$45 Non-Formulary

The Employer agrees to pay 100% of the cost of the premiums for each eligible regular full-time or regular three-quarter time employee for the following: life insurance in the amount of \$25,000, short-term disability insurance, and long-term disability insurance.

The Employer agrees to provide a flexible benefit contribution to each eligible regular full-time or regular three-quarter time employee in the amount of \$145.30 per month. Each employee may elect to:

- (1) apply this contribution toward the cost of (a) single, (b) dependent (employee and spouse), (c) child (employee and child or children), or (d) family vision insurance;
- (2) apply this contribution toward the cost of single or family dental insurance;
- (3) receive the contribution in cash, or
- (4) any combination of (1) through (3), provided the combination does not exceed the contribution of \$145.30 per month.

Prior to any change in the benefit package or any change in carriers, the Employer agrees to meet and confer with the Union. However, the final decision as to the carrier shall be made by the Employer, provided that the benefits remain substantially the same.

The benefit package referred to in this contract shall be subject to all terms and conditions of the contract with the benefit providers selected by the Employer.

ARTICLE 20 COMPENSATION

The regular rates of pay for each classification of employees is set out in Appendix A, which is attached hereto and by this reference made a part hereof.

Any employee whose pay is in dispute, or his/her representative, shall have the right to examine the time sheets and other records pertaining to the compensation of pay of that employee at reasonable times.

Employees shall be paid every other Friday unless that Friday is a holiday, in which case the payday is the last Administration business day before. Full-time employee's bi-weekly compensation will be figured by taking his/her hourly rate and multiplying that rate by eighty (80) hours.

A civilian employee who moves between pay grades shall move to the next higher paying step in the new grade, plus one step.

New Deputy Sheriffs who at the time of hire are currently certified law enforcement officers and have completed 12 months (1 year) post academy service, and non-certified positions with relevant certifications or experience, may be paid up to the 2nd step upon hire in the sheriff's (or designee's) discretion.”

- On July 1, 2024, Lee Schelonka will be placed on 3rd Year Step

- On July 1, 2024, Aaron Bullock will be placed on 3rd Year Step

If an employee is bumped to a different shift, involuntarily, for a period of forty-five (45) consecutive days or longer, said employee shall suffer no loss of pay, which includes shift differential. If the voluntary shift bump for forty-five (45) consecutive days or longer, requires a higher shift differential, said employee shall be paid the higher rate.

Wage rates will be increased by market adjustments set forth in Appendix A in the first year of the Agreement with steps frozen in year one of the agreement for Deputies, Detention Officers and Telecommunicators, by three percent (3.00%) in the second year of the Agreement, and wages will be open for negotiation in the third year of the agreement.

Employees who are assigned to provide training to a newly hired employee will be paid an additional \$1.00 per hour for each hour during which they provide such training.

**ARTICLE 21
LONGEVITY PAY**

Longevity is based on an employee's anniversary date and is based on continuous full-time service.

5 years	\$0.18	14 years	\$0.42	23 years	\$0.51
6 years	\$0.19	15 years	\$0.43	24 years	\$0.52
7 years	\$0.35	16 years	\$0.44	25 years	\$0.53
8 years	\$0.36	17 years	\$0.45	26 years	\$0.54
9 years	\$0.37	18 years	\$0.46	27 years	\$0.55
10 years	\$0.38	19 years	\$0.47	28 years	\$0.56
11 years	\$0.39	20 years	\$0.48	29 years	\$0.57
12 years	\$0.40	21 years	\$0.49	30 years	\$0.58
13 years	\$0.41	22 years	\$0.50		

**ARTICLE 22
SHIFT DIFFERENTIAL**

In addition to the established wage rates, bargaining unit employees shall be entitled to shift differential for all paid hours in accordance with the following schedule:

Shift	Shift Differential
1500 – 2300	\$0.40
2300 - 0700	\$0.40
1900 – 0700	\$0.40

The shift differential the employee will receive will be determined hour-by-hour based on the shift each hour is worked. If the employee's shift consists of hours from various shifts, the employee will receive shift differential according to the hours worked in each shift.

**ARTICLE 23
GENERAL CONDITIONS**

This Agreement shall be construed under the laws of the State of Iowa. Whenever the context of this Agreement permits, the masculine gender includes the feminine, the singular number includes the plural, the reference to any party includes its agents, officials, and employees.

The term Sheriff as used throughout this contract means the Story County Sheriff and/or his/her designee.

In the event any provision of this Agreement is held invalid by any court of competent jurisdiction, the said provision shall be considered separable its invalidity shall not in any way affect the remaining provisions of this Agreement.

The Union and the Employer acknowledge that during negotiations and proposals which resulted in this Agreement, each party had the opportunity to make demands with respect to all areas of collective bargaining, and that the whole understanding arrived at after the negotiations is set forth in this Agreement.

The Employer shall provide a bulletin board for the use of the employees.

**ARTICLE 24
EVALUATIONS**

The purpose of employee evaluations is to provide an opportunity for both supervisors and the employee to discuss the employee's performance and progress. Evaluations are not disciplinary tools.

Supervisors shall utilize written evaluations procedures, for all departmental employees. All employee evaluations shall be confidential and will become part of the employee's personnel file, with the employee retaining a copy if requested by the employee. The employee's signature on the performance evaluation means only that that the employee has seen the evaluation and does not necessarily mean that the employee agrees with, or disagrees with the evaluation. Employees shall have the opportunity to respond to evaluations in writing. Written responses to evaluations shall also be included within the employee's personnel file.

**ARTICLE 25
NEGOTIATION TIME**

The Employer will allow a maximum of two (2) employees to be excused from duty to attend the negotiations. Employees on-duty may be called to duty at any time during negotiations. No employee will receive overtime pay for attendance at negotiations.

**ARTICLE 26
EFFECTIVE PERIOD**

This Agreement shall be effective July 1, 2024 and shall continue through June 30, 2027.

This Agreement shall continue in effect from year to year thereafter unless one of the parties seeks modification thereof. The party seeking modification shall cause a written notice to be served on the other party by October 15 of the year prior to the time when modification is desired.

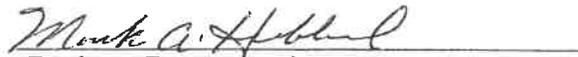
If the Affordable Care Act or its regulations are amended or if the application of the Affordable Care Act to the County's flex plan requires the County to pay any amount of money or make any contribution other than the payments specified in Article 19, then the parties agree that the contract will be reopened for negotiation regarding Article 19.

In witness whereof, the parties hereto have caused this Agreement to be executed by their duly authorized representatives this 7th day of May, 2024.

STORY COUNTY


Chair, Board of Supervisors

PUBLIC, PROFESSIONAL &
MAINTENANCE EMPLOYEES LOCAL
2003, IUPAT


Business Representative

APPENDIX A

SALARY SCHEDULE - Effective July 1, 2024

	Start	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year		
Deputies									
Hourly	31.25	32.66	34.13	35.67	37.28	38.96	40.91		
Bi-weekly	2500.00	2612.80	2730.40	2853.60	2982.40	3116.80	3272.80		
Annual	65000.00	67932.80	70990.40	74193.60	77542.40	81036.80	85092.80		
4.5% step increase									
5% step 6th yr									
Detention Officer									
Hourly	26.57	27.77	29.02	30.33	31.69	33.12	34.78		
Bi-weekly	2125.60	2221.60	2321.60	2426.40	2535.20	2649.60	2782.40		
Annual	55265.60	57761.60	60361.60	63086.40	65915.20	68889.60	72342.40		
4.5% step increases									
5% step 6th yr									
Telecommunicator									
Hourly	25.72	26.88	28.09	29.35	30.67	32.05	33.65		
Bi-weekly	2057.60	2150.40	2247.20	2348.00	2453.60	2564.00	2692.00		
Annual	53497.60	55910.40	58427.20	61048.00	63793.60	66664.00	69992.00		
4.50% step increases									
5% step 6th yr									
Financial Data Manager/Office Services Technician								10th Year	15th Year
Hourly	23.83	24.78	25.77	26.80	27.87	28.98	30.14	30.74	31.35
Bi-weekly	1906.40	1982.40	2061.60	2144.00	2229.60	2318.40	2411.20	2459.20	2508.00
Annual	49566.40	51542.40	53601.60	55744.00	57969.60	60278.40	62691.20	63939.20	65208.00
4% step increases									
2% step 10 & 15									
Cook									
Hourly	19.52	20.30	21.11	21.95	22.83	23.74	24.69	25.18	25.68
Annual	40601.60	42224.00	43908.80	45656.00	47486.40	49379.20	51355.20	52374.40	53414.40
4% step increases									
2% step 10 & 15									

Freeze Step Increases Year 1 for Deputies, Detention Officers and Telecommunicators

SALARY SCHEDULE - Effective July 1, 2025

3.0% ATB

	Start	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year		
Deputies									
Hourly	32.19	33.64	35.15	36.74	38.40	40.13	42.14		
Bi-weekly	2575.20	2691.20	2812.00	2939.20	3072.00	3210.40	3371.20		
Annual	66955.20	69971.20	73112.00	76419.20	79872.00	83470.40	87651.20		
Detention Officer									
Hourly	27.37	28.60	29.89	31.24	32.64	34.11	35.82		
Bi-weekly	2189.60	2288.00	2391.20	2499.20	2611.20	2728.80	2865.60		
Annual	56929.60	59488.00	62171.20	64979.20	67891.20	70948.80	74505.60		
Telecommunicator									
Hourly	26.49	27.69	28.93	30.23	31.59	33.01	34.66		
Bi-weekly	2119.20	2215.20	2314.40	2418.40	2527.20	2640.80	2772.80		
Annual	55099.20	57595.20	60174.40	62878.40	65707.20	68660.80	72092.80		
Financial Data Manager/Office Services Technician								10th	15th
Hourly	24.54	25.52	26.54	27.60	28.71	29.85	31.04	31.66	32.29
Bi-weekly	1963.20	2041.60	2123.20	2208.00	2296.80	2388.00	2483.20	2532.80	2583.20
Annual	51043.20	53081.60	55203.20	57408.00	59716.80	62088.00	64563.20	65852.80	67163.20
Cook									
Hourly	20.11	20.91	21.74	22.61	23.51	24.45	25.43	25.94	26.45
Annual	41828.80	43492.80	45219.20	47028.80	48900.80	50856.00	52894.40	53955.20	55016.00



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Ballard Golf & Country Club	Ballard Golf & Country Club	(515) 597-2266		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
30608 N Hwy 69		Huxley	Story	50124-0000
MAILING ADDRESS	CITY	STATE	ZIP	
PO Box 190	Huxley	Iowa	50124-0000	

APPROVED **DENIED**

Board Member Initials: AKH

Meeting Date: 5-17-24

Follow-up action: _____

EMAIL: _____

manager@ballardgolf.com

Contact Person

NAME	PHONE
Matt Gatchel	(515) 597-2266

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0018284	Class C Retail Alcohol License	12 Month	Active

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
July 12, 2023 ²⁴	July 11, 2024 ²⁵	

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES

Outdoor Service



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Adam Christiansen	Huxley	Iowa	50124	Vice-President	0.00	Yes
Gregory Ploeger	Huxley	Iowa	50124	Treasurer	0.00	Yes
Elliott Josephson	Huxley	Iowa	50124	Secretary	0.00	Yes
Matt Gatchel	Huxley	Iowa	50124	President	0.00	Yes
Matthew Todd	Ankeny	Iowa	50021	manager	0.00	Yes
Matt Mikkelsen	Huxley	Iowa	50124-0000			

Insurance Company Information

INSURANCE COMPANY

Nationwide Insurance Company

POLICY EFFECTIVE DATE

Oct 24, 2022

POLICY EXPIRATION DATE

Oct 24, 2023



State of Iowa

Alcoholic Beverages Division

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER
Prepared By: Andrea Wagner, Story County Planning and Development, 900 6th Street, Nevada, IA 50201 (515) 382-7245
Please Return to the Story County Planning & Development Department

Please return to:
Planning & Development

**STORY COUNTY IOWA
RESOLUTION OF THE BOARD OF SUPERVISORS
RESOLUTION NO. 24-76**

SETTING DATE AND TIME FOR PUBLIC HEARING FOR MAY 14, 2024, FOR RESOLUTION 24-74, AMENDING THE CORNERSTONE TO CAPSTONE (C2C) COMPREHENSIVE PLAN FUTURE LAND USE MAP, FOR A PORTION OF PROPERTY LOCATED AT 70766 335TH STREET IN SECTION THIRTY-THREE (33) OF COLLINS TOWNSHIP, STORY COUNTY, IOWA, FROM RURAL RESIDENTIAL TO COMMERCIAL AND INDUSTRIAL.

WHEREAS, the Board of Supervisors approved the *Code of Ordinances of Story County, Iowa*, on May 21, 2013, and amended on May 29, 2018; and

WHEREAS, Section 92.08 (7) states that the Board of Supervisors shall officially adopt a resolution approving or disapproving the proposed Cornerstone to Capstone (C2C) Plan Amendment,

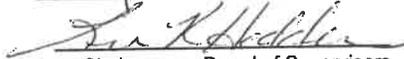
AND WHEREAS, Section 92.08 (6)(C) states that the location, time and date of the meeting held by the Board of Supervisors shall be published in the official newspapers of Story County, and such notice was published on April 25, 2024,

AND WHEREAS, at their May 1, 2024, meeting, the Story County Planning and Zoning Commission made a recommendation to the Board of Supervisors on the Cornerstone to Capstone (C2C) Plan Amendment.

NOW THEREFORE BE IT RESOLVED that a public hearing date on this matter be held on Resolution 24-74 on the 14th day of May, 2024, in the Public Meeting Room of the Story County Administration Building, 900 6th Street Nevada, Iowa, at 10:00 AM.

IT IS FURTHER RESOLVED that the Chair of the Board of Supervisors and the County Auditor are authorized and they are hereby directed to certify a copy of this Resolution upon its approval by the Board of Supervisors.

Dated this 7th day of May, 2024.


Chairperson, Board of Supervisors

Attest:


County Auditor

ROLL CALL
FOR ALLOWANCE

Latifah Faisal	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
Lisa Heddens	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
Linda Murken	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE
OF BOARD

Yea 3 Nay 0 Absent 0


CHAIRPERSON

Above tabulation made by B

STORY COUNTY
837 N Avenue
Nevada, IA 50201
515-382-7355

Email: engineerweb@storycountyiowa.gov

APPLICATION RENEWAL FOR STORY COUNTY
ADOPT-A-ROAD LITTER REMOVAL PROGRAM

Permit Number: 2016-02
Road Name: R70 (580th Avenue)

SPONSOR:

Family of Jameson O'Connor
Name of Sponsor (Organization, Group or Individual) _____ Number of Volunteers: _____

511 N 2nd Ave
Mailing Address (Street, P.O. Box, City, State, Zip Code) _____

Contact Person	Address	Phone #	Email
Patrick O'Connor		515-229-5076	

Description of the road for which application is being made:
County Road R70 (580th Avenue) from City limits of Cambridge north to 290th Street.

Number of miles requested for litter removal: 2

Approval is hereby requested to enter the County highway right-of-way to perform litter removal on the above described road/roads.

Story County reserves the right to terminate this agreement and remove the Adopt-A-Road signs when in the sole judgment of the County it is found that the sponsor(s) has not met the terms and conditions of this agreement.

This agreement shall remain in force from January 1, 2024 until December 31, 2024.

Patrick O'Connor
Applicant _____ Date 5-2-2024

STORY COUNTY APPROVAL
Dan Moran
County Engineer _____ Date 5-2-24

Liz Hadden
Chair, Story County Board of Supervisors _____ Date 5-7-24

The following tentative dates are for your Adopt-A-Road Project location. Alternate date(s) are required to the Engineer's Office prior to clean up date noted date(s) are not used.

Spring clean-up date will be March 31st 2024 Fall clean-up will be: Oct 19th 2024

STORY COUNTY UTILITY PERMIT

Date 4/30/24

To the Board of Supervisors, Story County, Iowa:

The Midland Power Cooperative Company, incorporated under the laws of Iowa, with its principal place of business at 2005 S. Story St., Boone IA does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of 3 phase primary 46.0kV on secondary route Camryn School Road, from Bear under from N. side to South side and East 175', a distance of 255' ~~miles~~ ft.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.
8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

Date 4/30/2024

Midland Power Cooperative
Name of Company (Applicant - Permittee)

Todd Seemil 515-370-5269
by Phone no.

Recommended for Approval:

Date 4-30-24

[Signature] 515-382-7355
County Engineer Phone no.

Approved:

Date 5-7-24

[Signature]
Chair, Board of Supervisors
Story County, Iowa

Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.

IOWA 93 MIDLAND POWER COOPERATIVE

STAKING SHEET

WORK ORDER NO. 152194
 740c# 101
 Staked By TZ Date 4-24-24
 Sheet No. 1 of 1
 Comptd By _____ Date _____

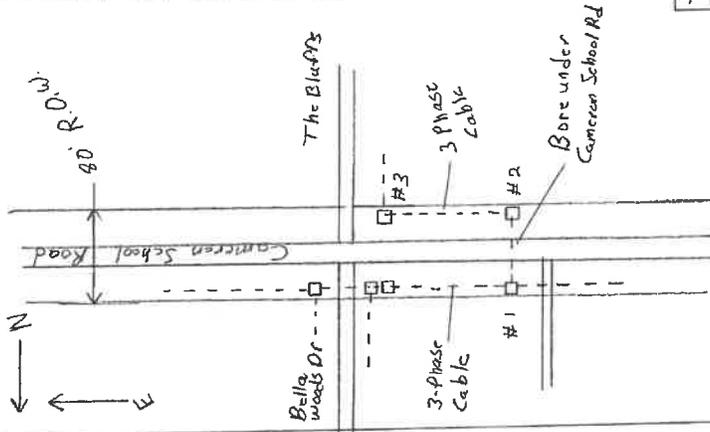
WORK ORDER CODE	
New Construction	<input checked="" type="checkbox"/>
System Improvement	<input type="checkbox"/>
Replacement	<input type="checkbox"/>
Retire No. Replace	<input type="checkbox"/>

County: Story
 Township: Franklin
 School Dist.: _____

Name The Bluffs 1st Add.
 Location #: 3150-000-5520
 Address: Cameron School Rd
 Phone #: _____

Map Reference 55 TWP. 84 R. 24 Sec. 20 Wire 3 Size 4/0 Kind JCN-120

SKETCH OF WORK



Pole No.	Pri. (Back) Span.	Poles H & C		Line Angle	Trans. "G."	Ground "M2" Ohm	GUY		Anchor "F"	SECONDARY		Misc. & Remarks	Unit	No. CONST.	RET.
		Misc.	Misc.				Unit "E"	No. J or K		Unit (Back) Span	Size Meter				
#1	1 UC3 6 3 6-22	6-10 3 6-18	48-2									Bore 3 phase Primary cable under Road for new housing development.			
#2	80' 1 UC3 6 3 6-22	6-18 3 6-22	48-2												
#3	175' 1 UC3 6 3 6-22	6-18 3 6-22													

CONSTRUCTION

Conductor	Pri.	Sec.	D.H.	URD	Pole Line Ft.	No. of Wires	Total Feet
4/0	X				255	3	765'
TOTALS							

RETIREMENT

Conductor	Pri.	Sec.	D.H.	URD	Pole Line Ft.	No. of Wires	Total Feet
TOTALS							

JOB BRIEFING

Nominal Voltage _____
 Fault Current Available _____
 Hazardous Induced Voltg _____
 Presence Prctive Grds _____
 Equipment Grounds _____
 Pole Condition _____
 Environmental Condition _____

Loc of Line Prctive Dvc _____
 Other Utilities in Area _____
 Personal Prctive Equip _____
 Traffic Control _____
 Job Procedure _____
 Individual Job Duties _____
 Other Hazards _____

Crew Initials 1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____

Const. Compt _____
 Retmt. Compt _____
 Material Ticket Compt _____
 500 BH 9-00

STORY COUNTY UTILITY PERMIT

To the Board of Supervisors, Story County, Iowa:

The Colo Telephone Company, incorporated under the laws of Iowa, with its principal place of business at Colo, IA, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of Fiber Optic Cable on secondary route see attached maps, from see attached maps to see attached maps, a distance of 50 miles.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
Scope of work includes the installation of buried fiber optic cable for the purpose of telecommunications. Construction will consist cable plowing and directional boring.
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable. Utility depth requirements shall meet Iowa Administrative Code 761—115.13(306A).
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee’s property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee’s utility having been constructed, operated, and maintained thereon.

8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed in the ditch bottom near the backslope or on top of the backslope near the r.o.w. line.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

Date 5/1/2024

Colo Telephone Company Shane Bellon
Name of Company (Applicant - Permittee)

 641-377-2202
by Phone no.

Recommended for Approval:

Date 5-2-24

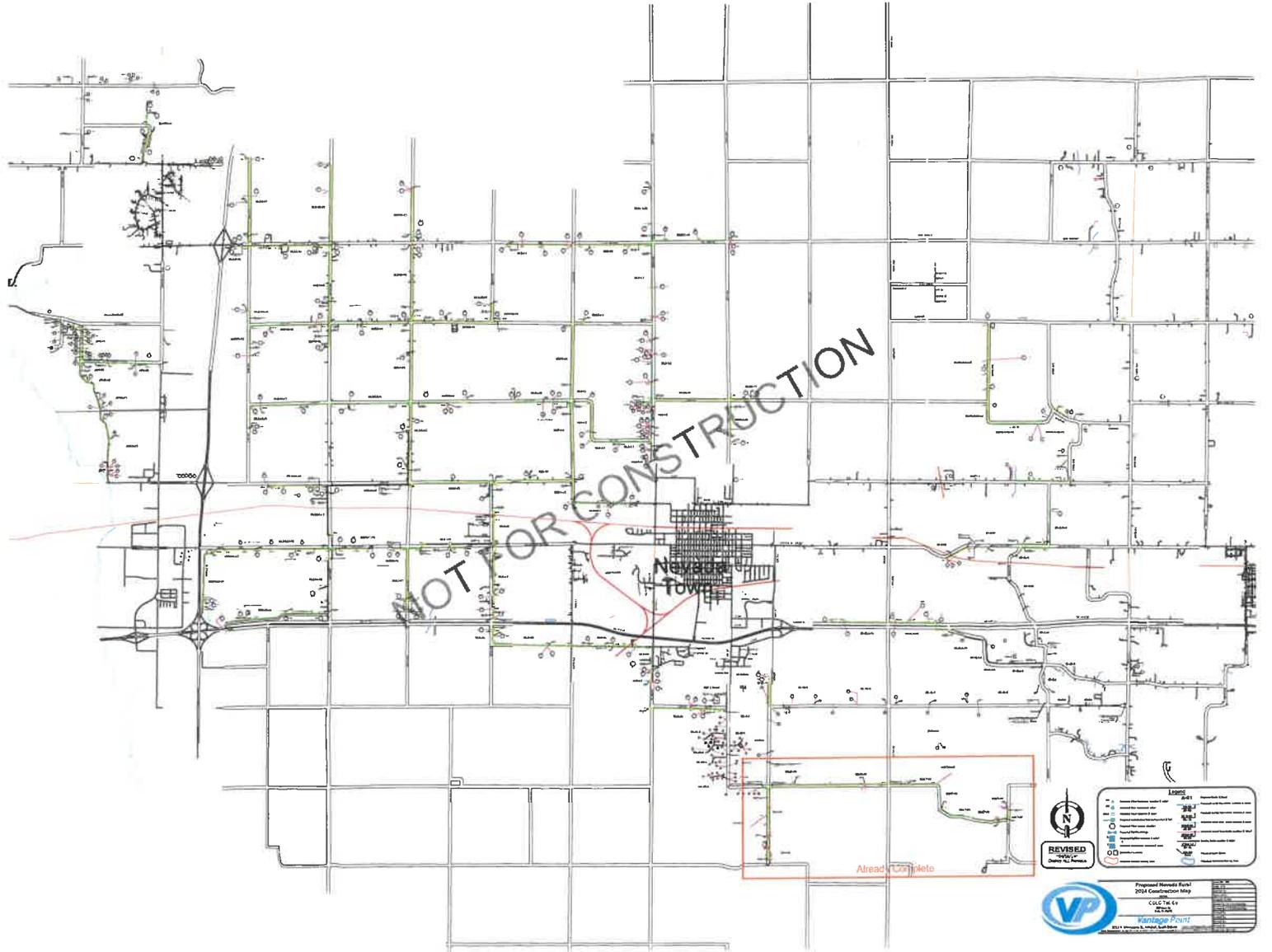
 515-382-7355
County Engineer Phone no.

Approved:

Date 5-7-24


Chair, Board of Supervisors
Story County, Iowa

A plat shall be attached to the copy submitted.



NOT FOR CONSTRUCTION

Already Complete

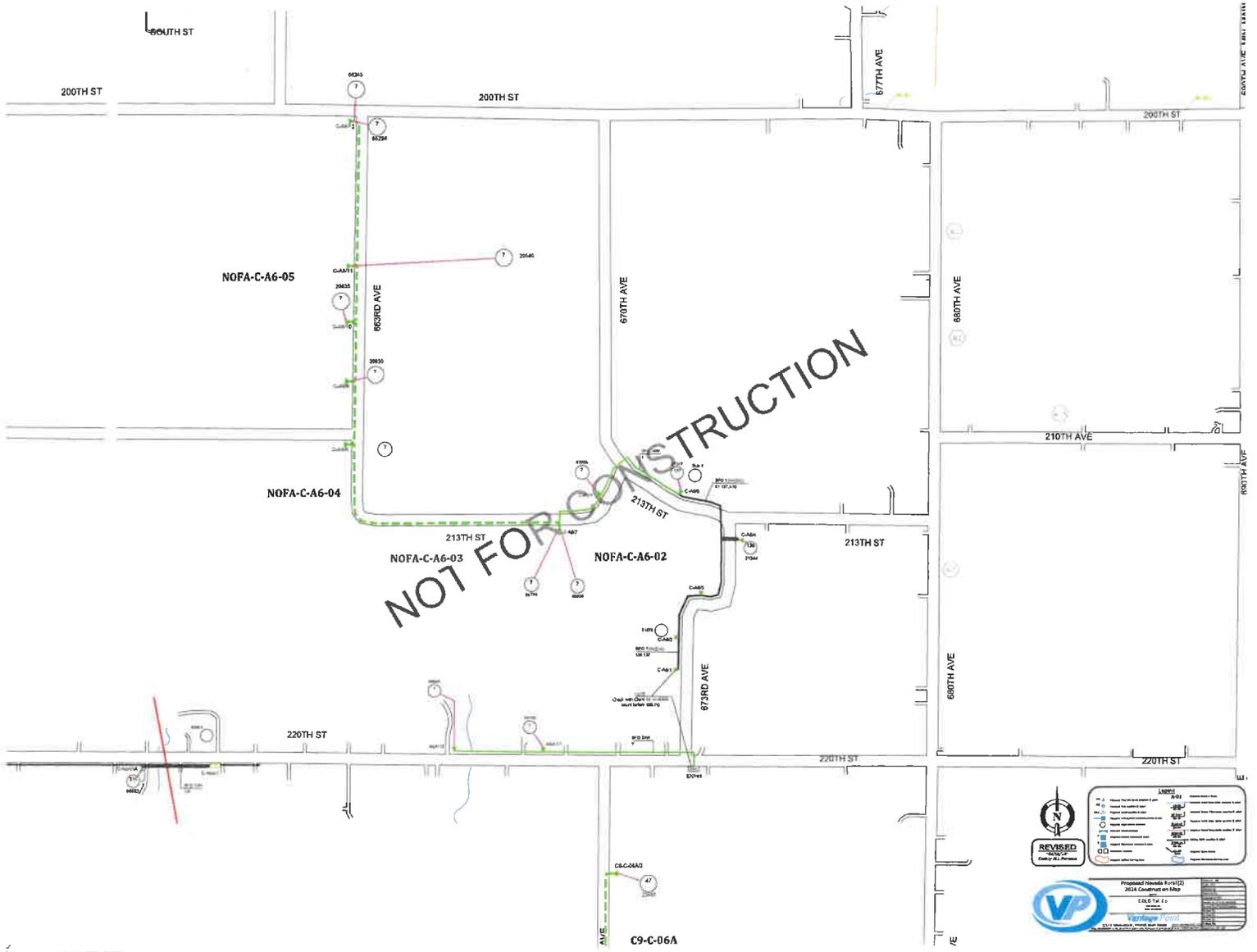
REVISIONS

NO.	DATE	DESCRIPTION
1	01/15/2024	Initial Issue
2	02/01/2024	Revised per comments
3	02/15/2024	Revised per comments
4	03/01/2024	Revised per comments
5	03/15/2024	Revised per comments
6	04/01/2024	Revised per comments
7	04/15/2024	Revised per comments
8	05/01/2024	Revised per comments
9	05/15/2024	Revised per comments
10	06/01/2024	Revised per comments
11	06/15/2024	Revised per comments
12	07/01/2024	Revised per comments
13	07/15/2024	Revised per comments
14	08/01/2024	Revised per comments
15	08/15/2024	Revised per comments
16	09/01/2024	Revised per comments
17	09/15/2024	Revised per comments
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93	11/15/2027	Revised per comments
94	12/01/2027	Revised per comments
95	12/15/2027	Revised per comments
96	01/01/2028	Revised per comments
97	01/15/2028	Revised per comments
98	02/01/2028	Revised per comments
99	02/15/2028	Revised per comments
100	03/01/2028	Revised per comments

Legend

Symbol	Description
(Symbol)	Proposed New Road
(Symbol)	Proposed New Sidewalk
(Symbol)	Proposed New Utility
(Symbol)	Proposed New Structure
(Symbol)	Proposed New Landscaping
(Symbol)	Proposed New Fencing
(Symbol)	Proposed New Driveway
(Symbol)	Proposed New Parking
(Symbol)	Proposed New Stormwater
(Symbol)	Proposed New Sewer
(Symbol)	Proposed New Water
(Symbol)	Proposed New Gas
(Symbol)	Proposed New Electric
(Symbol)	Proposed New Telecommunications
(Symbol)	Proposed New Other

VP
 Proposed New Road
 2024 Construction Map
 C&C Te Co
 2024
 Heritage Point
 2024 Western & North South Street



REVISIONS

NO.	DATE	DESCRIPTION
1	08/11/11	Issue for review
2	08/11/11	Issue for review
3	08/11/11	Issue for review
4	08/11/11	Issue for review
5	08/11/11	Issue for review
6	08/11/11	Issue for review
7	08/11/11	Issue for review
8	08/11/11	Issue for review
9	08/11/11	Issue for review
10	08/11/11	Issue for review

REVISIONS

Proposed Plans: 8/11/11 (2)
2011 Construction Map

VP

Veritas Power
2011 Veritas Power Inc.

1-09

Permit Number 24-7595

Date 5/2/24

STORY COUNTY UTILITY PERMIT

To the Board of Supervisors, Story County, Iowa:

The Consumers Energy Company, incorporated under the laws of authorize to do business within the State of Iowa, with its principal place of business at 2074 242nd St, Marshalltown, IA 50158, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of electric on secondary route 667th Ave.
From the power pole north along the row then west towards the house a
distance of .64 feet.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.
8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cuttrench.

Date 05-21-2024

Consumers Energy
Name of Company (Applicant - Permittee)

641-485-4064
by Phone no.

Recommended for Approval:

Date 5-2-24

515-382-7355
County Engineer Phone no.

Approved:

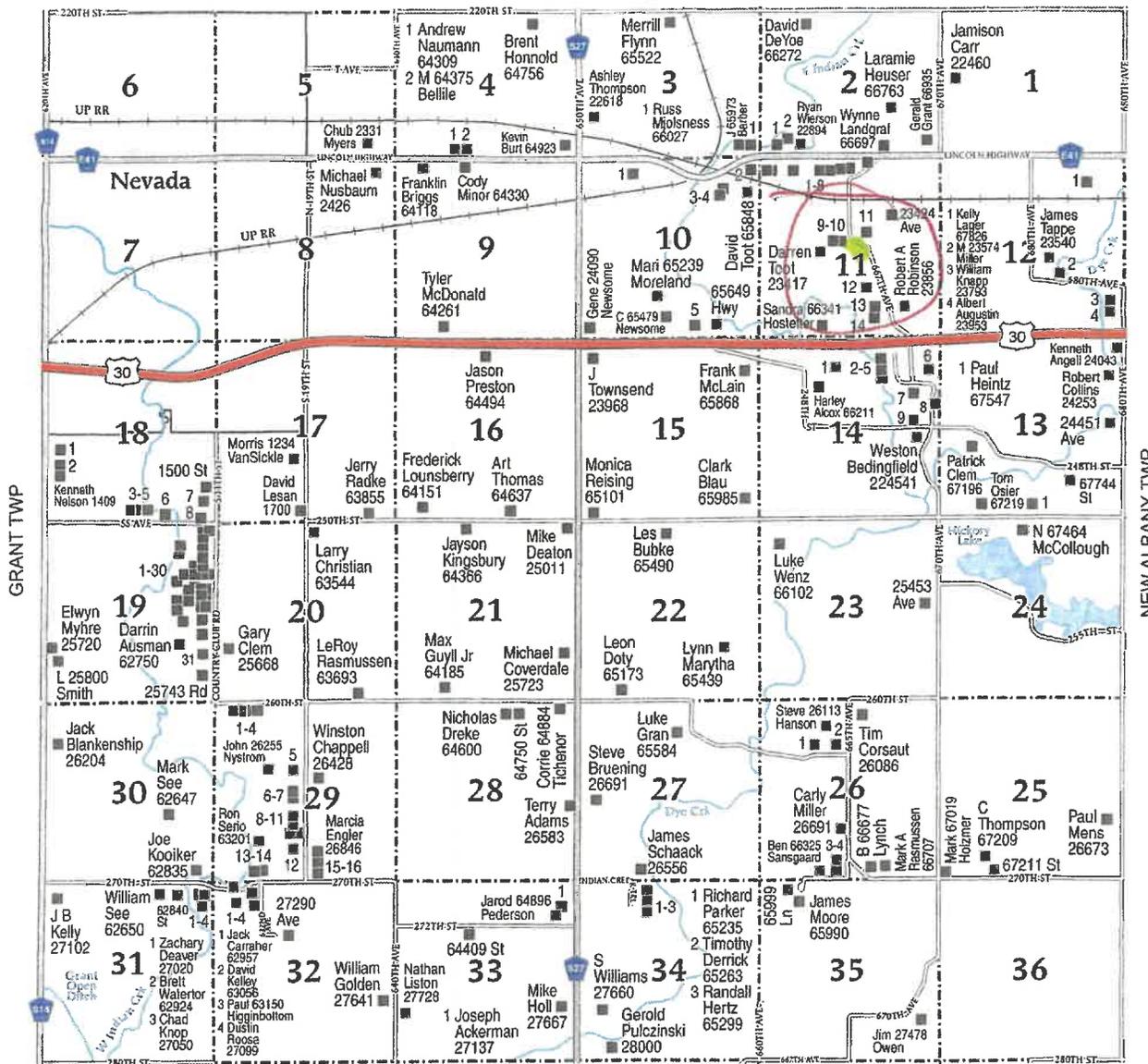
Date 5-7-24

Chair, Board of Supervisors
Story County, Iowa

Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.

(Residents - Owners or Renters)

RICHLAND TWP



INDIAN CREEK TWP

NEVADA TOWNSHIP

SECTION 1

- 1 MEYER, EUGENE 22801
- 2 OPPEDAL, BRUCE 22800

SECTION 10

- 1 GRANT, KENNETH 65290
- 2 CUMMINS, E 65920
- 3 LILLAND, DAVE 65906
- 4 STRUM, PAUL 65764
- 5 BODENSTEINER, L 65637

SECTION 11

- 1 THOMPSON, DENNIS 66044
- 2 DAVIS III, CHARLES 66126
- 3 VANSICKLE, B 66212
- 4 THOMPSON, KYLE 66350
- 5 JOHNSON, RICHARD 66446
- 6 AXLINE, JIM 23177

SECTION 12

- 7 GRADY, RON 23145
- 8 MCDANIEL, RONNIE 23057
- 9 PRASKA, P 23433
- 10 TOOT, GREGORY 23443
- 11 MOSER, ANDREW 23436
- 12 MOSER, STEVEN R 23691
- 13 MOSER, STEPHANIE 23767
- 14 SMITH, MARK 23817

SECTION 13

- 1 MCDONALD, STEPHEN 66344
- 2 FALTAS, LUAREL 24049
- 3 ANDERSON, DOUG P 24079
- 4 MEYERS, CRAIG 24099
- 5 BROWN, SHAWN 24115
- 6 COLLINS, JEFF 24312
- 7 PARRISH, JOSEPH 24271
- 8 SAWYER, NATASHA 24490
- 9 WEBSTER, SCOTT 24483

SECTION 14

- 1 DAVIS, KEITH 1137
- 2 DAVIS, ZACHARY 1375
- 3 JUNGST, STEVE 427
- 4 OLSON, MARC 609
- 5 STAHL, DALE 629
- 6 MC LAUGHLIN, TIM 739
- 7 1538
- 8 CROWLEY, DAVID 1037

SECTION 15

- 1 DODD, RYAN 25030
- 2 COOPRIDER, DOUGLAS 25060
- 3 BUCKARDT, ALAN 25117
- 4 CAHILL, JOE 25197
- 5 MILLER, DICK 25199
- 6 TIFFANY, RON 25031
- 7 BLACK, BRENT 25141
- 8 TICHENOR, CATHERINE 25195

SECTION 16

- 9 BRUNS, STEVEN 25199
- 10 ARENDS, JERRY 25369
- 11 OLTMAN, RALPH 62909
- 12 CULP, LEWIS 62919
- 13 BEARDSLEY, RUSSELL 62931
- 14 SQUIER, BRIAN 62949
- 15 SPYKERMAN, ZACK 62971
- 16 ALBERS, BRANDON 62987
- 17 SCHUMAN, WILLIAM 25300
- 18 SUTTON, BRADY 25301
- 19 SWANSON, L 25307
- 20 KRUEGER, CRAIG 25317
- 21 POTERUCHA, ROBERT 25339
- 22 HARRISON, DENNIS 25507
- 23 OLSON, NORM 62702
- 24 GARDNER, ROBERT 62715
- 25 PALMER, MITCHELL 62905
- 26 MCGILL, STEPHEN 62918
- 27 FEDLER, DAVID 62976

SECTION 17

- 28 FINK, KENNETH 62977
- 29 REED, MICHAEL 62815
- 30 HOLLAND, RANDY 62900
- 31 CHECK, ARTHUR 25691

SECTION 18

- 1 MUHLENBRUCH, K 66197
- 2 DINGLE, BEN 26253
- 3 SHICKELL, TIM 26849
- 4 BLACKLEDGE, KENNETH 66435

SECTION 19

- 7 BERGGQUIST, BRANDON 26517
- 8 SANSSGAARD, STEVE 63399
- 9 26541
- 10 DOTTS, ALAN 26727
- 11 FIGGINS, T 26781
- 12 ROHLFING, LAURIE 26821
- 13 VARSA, STEPHEN 63379
- 14 SHAWGO, KEVIN 63227
- 15 HOUSTON, JOSHUA 26912
- 16 SEE, HAROLD 63547

SECTION 20

- 1 DAUB, LEE 63112
- 2 DRISCOLL, LOREN 63136
- 3 PRINGRITZ, DICK 63208
- 4 RODGERS, CHARLES 63232
- 5 KURTENBACH, JAMES 26361
- 6 COUSER, CASEY 26499



mic
MIDWEST INSURANCE CORPORATION

(515) 382-3541

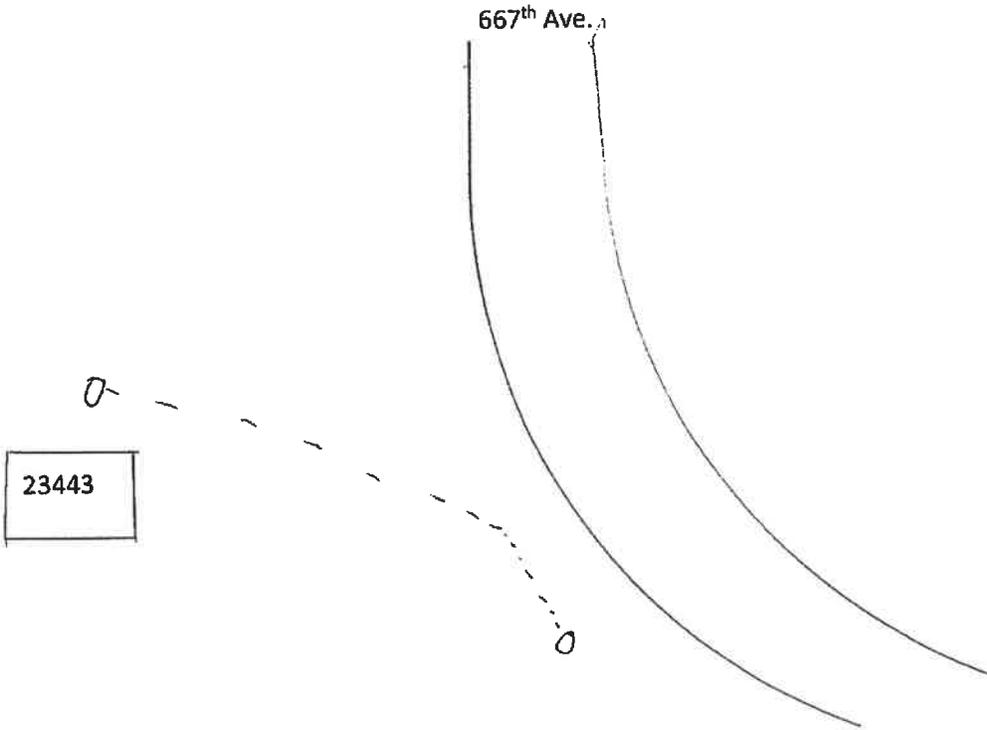
info@midwestins.com
www.midwestins.com

Experienced in the Field

Call Todd and Beth for your Farm, Agribusiness and Crop Insurance needs.



N



Bore along the ROW a minimum of 4 foot and install 2-inch Duct containing 240 volt electric cable for a house.



**STORY COUNTY
BOARD OF SUPERVISORS
LISA HEDDENS
LINDA MURKEN
LATIFAH FAISAL**

Story County Administration
900 Sixth Street
Nevada Iowa 50201
515-382-7200
515-382-7206 (fax)

May 2, 2024

Story County Board of Supervisors
900 6th Street
Nevada, IA 50201

APPROVED **DENIED**
Board Member Initials: LKH
Meeting Date: 5-7-24
Follow-up action: _____

RE: Request Approval of FY24 & FY25 Funding Request For The Salvation Army's Emergency Shelter (Hotel Voucher Program)

Dear Board of Supervisors,

The Salvation Army (TSA) has requested ASSET funds from multiple Funders to ramp up its hotel voucher program. The agency's staff and other resources are strained as the agency has stepped into the gap to ensure these services are available to homeless clients in the County. As you are aware, the ASSET Funders released an RFP for Emergency Shelter Services last year for FY24. However, after only receiving one application, they decided not to make the award. Consequently, the funds the County set aside for that purpose for FY24, \$89,330, remain available.

TSA has requested from the County, \$40,000 for this FY (contract to be amended for FY24) and \$80,000 for FY25 (if approved, will include in the FY25 contract). County ASSET funds allocated for Emergency Shelter Services for FY25 equal \$86,318 (rounded). The table below reflects TSA's full request to ASSET Funders:

Funder	FY24	FY25	Total Requested – Individual Funders	Remaining Balance (of \$181,650 RFP Amount)—if TSA's request is approved	Remaining Balance (for FY25 Emergency Shelter Allocation)—if TSA's request is approved
County	\$40,000	\$ 80,000	\$120,000	\$49,330*	\$ 6,318
City	\$40,000	\$100,000	\$140,000	\$26,258	\$17,322
United Way	\$11,000	\$ 11,228	\$ 22,228	\$15,062	\$ 0
Total - All Funders	\$91,000	\$191,228	\$282,228	\$90,650	\$23,640

Based on TSA's last update, the agency had 37 clients in 19 hotel rooms. Emergency Shelter Services (Hotel Voucher Program) was approved as a new ASSET service for FY25, one that TSA has been providing in the County without ASSET support. In light of the changes made by the other local shelter that serves general population adults, families, and children being full most of the time, the financial support requested by TSA is recommended for approval.

*The Board already approved carry over of unspent funds set aside for the Emergency Shelter Services RFP. The remaining \$49,330 would be carried over and available in FY25.

Approvals requested:

1. TSA's request for \$40,000 for Emergency Shelter Services (Hotel Voucher Program).
 - NOTE: The amended ASSET contract for FY24 will be placed on consent agenda for approval when signed by the agency, reflecting the requested \$40,000 listed above.
2. TSA's request for \$80,000 for Emergency Shelter Services (Hotel Voucher Program) to be reflected in the new FY25 ASSET contract.
 - NOTE: The FY25 ASSET contract will be placed on consent agenda for approval when signed by the agency, reflecting the \$80,000 listed above along with the other services and related funding approved for FY25.

Respectfully,



Sandra King
Director of External Operations & County Services



STORY COUNTY ATTORNEY'S OFFICE

Timothy C. Meals – County Attorney

Story County Justice Center

1315 South B Ave – Nevada Iowa 50201

(515) 382-7255 | FAX: (515) 382-7270

Ames Office – Human Services Center

126 South Kellogg Ave, Suite 203 – Ames Iowa 50010

(515) 232-4185 | FAX: (515) 232-6405



April 26, 2024

Story County Board of Supervisors
Story County Administration Building
900 Sixth Street
Nevada, IA 50201

APPROVED

DENIED

Board Member Initials: AKH

Meeting Date: 5-7-24

Follow-up action: _____

Dear Story County Board of Supervisors:

The Story County Attorney's Office is requesting to change two contract positions currently funded by a federal grant under the supervision of the Story County Attorney's Office. The two positions would be titled; Alternatives Program Manager (Grade 19) and Alternatives Program Coordinator (Grade 16). The Story County Attorney's Office has been operating the Alternatives Program since the start in 2020 through a three year Comprehensive Opioid Abuse Program Grant from the United States Department of Justice and administered through the Governor's Office of Drug Control Policy. The program has been successful in reducing substance abuse and criminal involvement through pre/post arrest diversion to treatment, increasing access for Story County residents with opioid and other drug use disorders who might otherwise be deemed to be criminally involved to evidence based treatment and other human services, and reducing criminal justice resource utilization. Because of the success of the program I am requesting Board approval of two new positions upon the ending of the grant funding.

Alternatives strives to create positive long-term change in participants by improving their quality of life, and reducing involvement with the criminal justice system, while decreasing crime in our community and controlling the high costs of untreated SUD. Alternatives has been successful in many ways including, but not limited to, making treatment more accessible, creating cost savings to the county, and creating safer communities. Alternatives has successfully formed working partnerships with the county attorney's office, police precincts within the county, treatment providers, and social service providers. These relationships allow a participant to access treatment and services more quickly and efficiently. Alternatives program completers have a much lower risk of reoffending (12%) versus someone who does not complete the program (44%). Our data shows that Alternatives is reducing crime, therefore making our communities safer. Alternatives helps participants navigate a very fractured social service system, lowering as many barriers to treatment as possible. We offer early interventions and additional assistance for high barrier participants. Alternatives has met all program goals and has

far surpassed expectations for the program. Participant feedback has been overwhelmingly positive and participants have a much more positive outlook on the criminal justice system including officers, prosecutors and jail staff. Alternatives has engaged with their community partners throughout the project and welcomed feedback. By doing so, we have shown how successful a diversion program can operate in our county and set a great example for the other urban/rural mixed counties in our state.

Thank you for your consideration to these requests.

Respectfully,

/s/ Timothy C. Meals
Timothy C. Meals
Story County Attorney



Alternatives Program Manager

County Attorney

FLSA: N

Revised Date: December 1, 2023

JOB SUMMARY

This position is responsible for implementing the Pre/Post Arrest Diversion to Treatment Program for the Story County Attorney’s Office. This position will refine protocols for service delivery, provide care coordination and develop partnerships with law enforcement and service providers to provide linkage to care along the continuum of services.

MAJOR DUTIES

- Work with public safety officers to facilitate warm-handoffs to Program Coordinator or treatment provider for program participants.
- Develop in conjunction with the participant, a plan of care based on the initial intake screening. Plan of care should be reviewed with participant through weekly or bi-weekly contacts based on progress and participant need. Document all contacts in participant file.
- Assist participants in setting up any necessary evaluations/assessments, including establishing an initial appointment and determining a plan for attending the appointment.
- Maintain weekly or bi-weekly contact with participants based on need and verify treatment attendance through the treatment provider.
- Support day to day collaboration between those receiving care coordination services, treatment services, primary care providers, housing, transportation and community resources.
- Provide education-related resources and health-related information to participants
- Ensure cultural responsiveness including racial, cultural, gender identity and sexual orientation.
- Coordinate and collaborate with law enforcement, primary care providers, behavioral health providers, other social service providers, justice system professionals, advisory board and local stakeholders
- Meet at least monthly for Program staffing with multi-disciplinary team for support and collaborative problem solving.
- Work within the team model, recognizing and utilizing the expertise of team members
- Coordinate and facilitate quarterly meetings with Advisory Board.
- Maintain confidential participant information
- Facilitate trainings and public outreach sessions as needed
- Attend trainings
- Performs related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of substance abuse principals and practices.
- Knowledge of mental health services.
- Knowledge of program policies and procedures.
- Knowledge of database management principles.
- Knowledge of computers and job-related software programs.

APPROVED

Board Member Initials: AKN

Testing Date: 5-7-24

Follow-up action: _____

- Skill in interacting with clients.
- Skill in the analysis of problems and the development and implementation of solutions.
- Skill in the collection, analysis, and presentation of data and recommendations.
- Skill in program coordination policies and procedures.
- Skill in oral and written communication.
- Skill in problem solving.
- Skill in interpersonal relations.

SUPERVISORY CONTROLS

The County Attorney Operations Manager assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures and the nature and propriety of the final results.

GUIDELINES

Guidelines include the Code of Iowa and county and department policies and procedures. These guidelines require judgment, selection, and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied service coordination and program management duties. The unique needs of each participant contribute to the complexity of the position.
- The purpose of this position is to manage the Pre/Post Arrest Diversion to Treatment Program. Successful performance in this position contributes to the success of the program efficient and effective delivery of assistance to eligible clients.

CONTACTS

- Contacts are typically with coworkers, other county personnel, law enforcement personnel, clients, and members of the general public.
- Contacts are typically to give or exchange information, resolve problems, motivate persons, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, or stooping. The employee occasionally lifts light (24 pounds or less) objects.
- The work is typically performed in an office.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

This position directs the daily work assignment and provides indirect supervision of the Alternatives Care Coordinator.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with the completion of a baccalaureate degree in a course of study related to the occupational field.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position working with substance abuse populations for three to five years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Iowa for the type of vehicle or equipment operated.



JOB SUMMARY

This position is responsible for responding for diversion referrals, completing intake assessments and providing on-going care coordination services for the Pre/Post Arrest Diversion to Treatment Program grant for the Story County Attorney’s Office.

MAJOR DUTIES

- Work with public safety officers to facilitate warm-handoffs to Care Coordinator, Program Coordinator or treatment provider.
- Accompany law enforcement on direct outreach efforts and carry a client caseload.
- Develop in conjunction with the participant, a plan of care based on the initial intake screening. Plan of care should be reviewed with participant through weekly or bi-weekly contacts based on progress and participant need. Document all contacts in participant file.
- Connect participants to housing, food and safety resources, substance use treatment, mental and medical health services, community services, vocational and educational opportunities
- Assist participants in setting up any necessary evaluations/assessments, including establishing an initial appointment and determining a plan for attending the appointment.
- Facilitate client referral process and contacts with the appropriate service providers
- Support day to day collaboration between those receiving care coordination services, treatment services, primary care providers, housing, transportation and community resources.
- Provide education-related resources and health-related information to participants
- Ensure cultural responsiveness including racial, cultural, gender identity and sexual orientation
- Maintain a confidential information file for each participant and case notes for each interaction.
- Attend team meetings, present updates on participant progress and needs, inform team of participant successes and any barriers he/she is confronting
- Work with Program Coordinator to identify community resources and organize efforts to provide a full continuum of needed treatment services including substance use treatment and mental health treatment, educational and vocational services, safe and sober housing, ongoing recovery support services, health care, family services and other community supports
- Attend trainings
- Performs related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of substance abuse principals and practices.
- Knowledge of mental health services.
- Knowledge of program policies and procedures.
- Knowledge of database management principles.
- Knowledge of computers and job-related software programs.
- Skill in interacting with clients.

APPROVED **DENIED**

Board Member Initials: JKH

Meeting Date: 5-7-24

Follow-up action: _____

- Skill in the analysis of problems and the development and implementation of solutions.
- Skill in the collection, analysis, and presentation of data and recommendations.
- Skill in program coordination policies and procedures.
- Skill in oral and written communication.
- Skill in problem solving.
- Skill in interpersonal relations.

SUPERVISORY CONTROLS

The County Attorney Operations Manager assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures and the nature and propriety of the final results.

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Guidelines include the Code of Iowa and county and department policies and procedures. These guidelines require judgment, selection, and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied service coordination and program management duties. The unique needs of each participant contribute to the complexity of the position.
- The purpose of this position is to assist with the Pre/Post Arrest Diversion to Treatment Program. Successful performance in this position contributes to the success of the program efficient and effective delivery of assistance to eligible clients.

CONTACTS

- Contacts are typically with coworkers, other county personnel, law enforcement personnel, clients, and members of the general public.
- Contacts are typically to give or exchange information, resolve problems, motivate persons, and provide services.

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- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, or stooping. The employee occasionally lifts light (24 pounds or less) objects.
- The work is typically performed in an office.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with the completion of a baccalaureate degree in a course of study related to the occupational field.

- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position working with substance abuse populations for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Iowa for the type of vehicle or equipment operated.

FAÇADE GRANT PROGRAM

A PUBLIC-PRIVATE PARTNERSHIP PROGRAM SPONSORED BY STORY COUNTY
TO REVITALIZE SMALL TOWN COMMERCIAL BUSINESS AREAS



APPROVED

DENIED

Board Member Initials: SKH

Meeting Date: 5-7-24

Follow-up action: _____



PROGRAM GUIDELINES

PURPOSE

- Provides financial assistance to the city governments, working in collaboration with private commercial businesses within their city limits, for façade improvements.
- Supports the revitalization of business districts in small towns by stimulating private investments that enhance the appearance of buildings and properties.

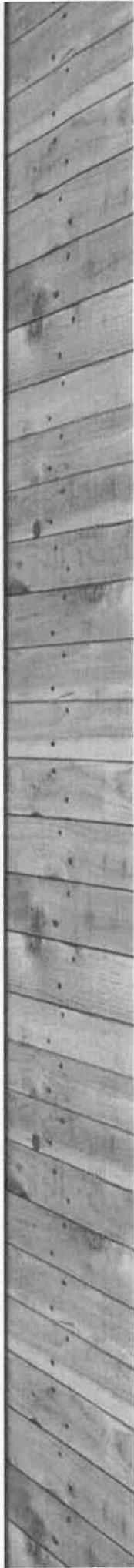




PROGRAM GUIDELINES

ELIGIBILITY

- The City is the applicant, working with eligible properties in their City.
- Eligible properties located in a community in the County with a population of < 2000 persons
- One-time reimbursement grant up to 20% or not more than \$10,000 towards the total project costs of façade improvements.
- City provides matching funds equal to or greater than the maximum provided by the County.



PROGRAM GUIDELINES



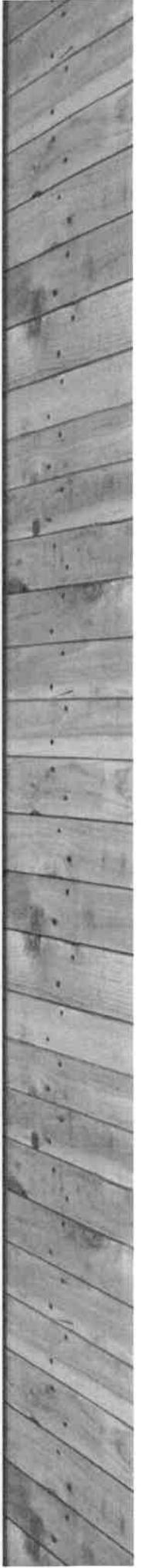
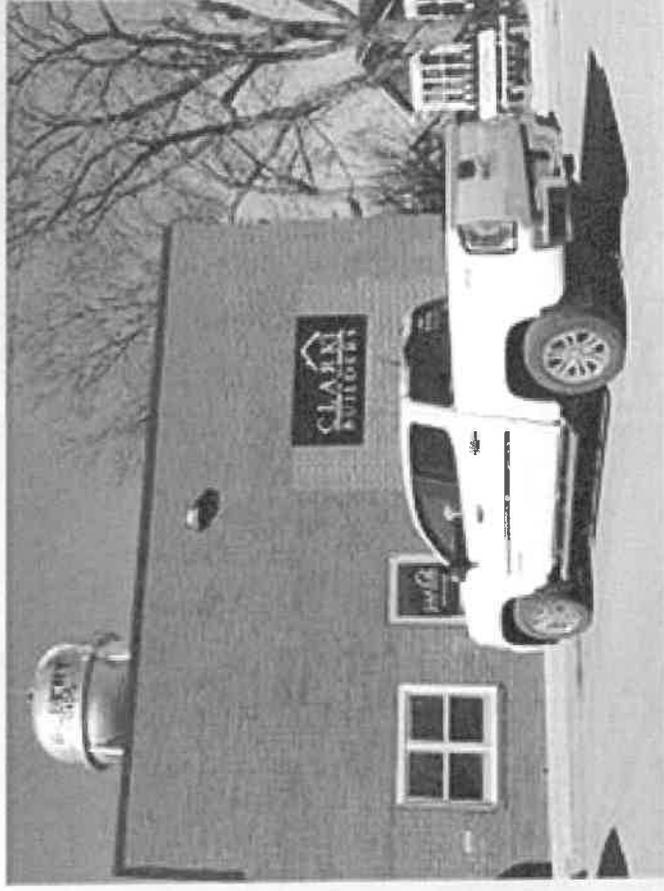
ELIGIBLE IMPROVEMENTS

- Projects oriented towards the exterior improvements of existing structures; the portion visible from the road right-of-way upon which the structure fronts.
- All work must result in a publicly visible improvement.
 - Exterior buildings improvements, either cosmetic and/or structural
 - Signage*(not including billboards)
 - Lighting*
 - Landscaping*

*These improvements shall apply if it has been determined that the structural and cosmetic conditions of the façade are at an acceptable level.

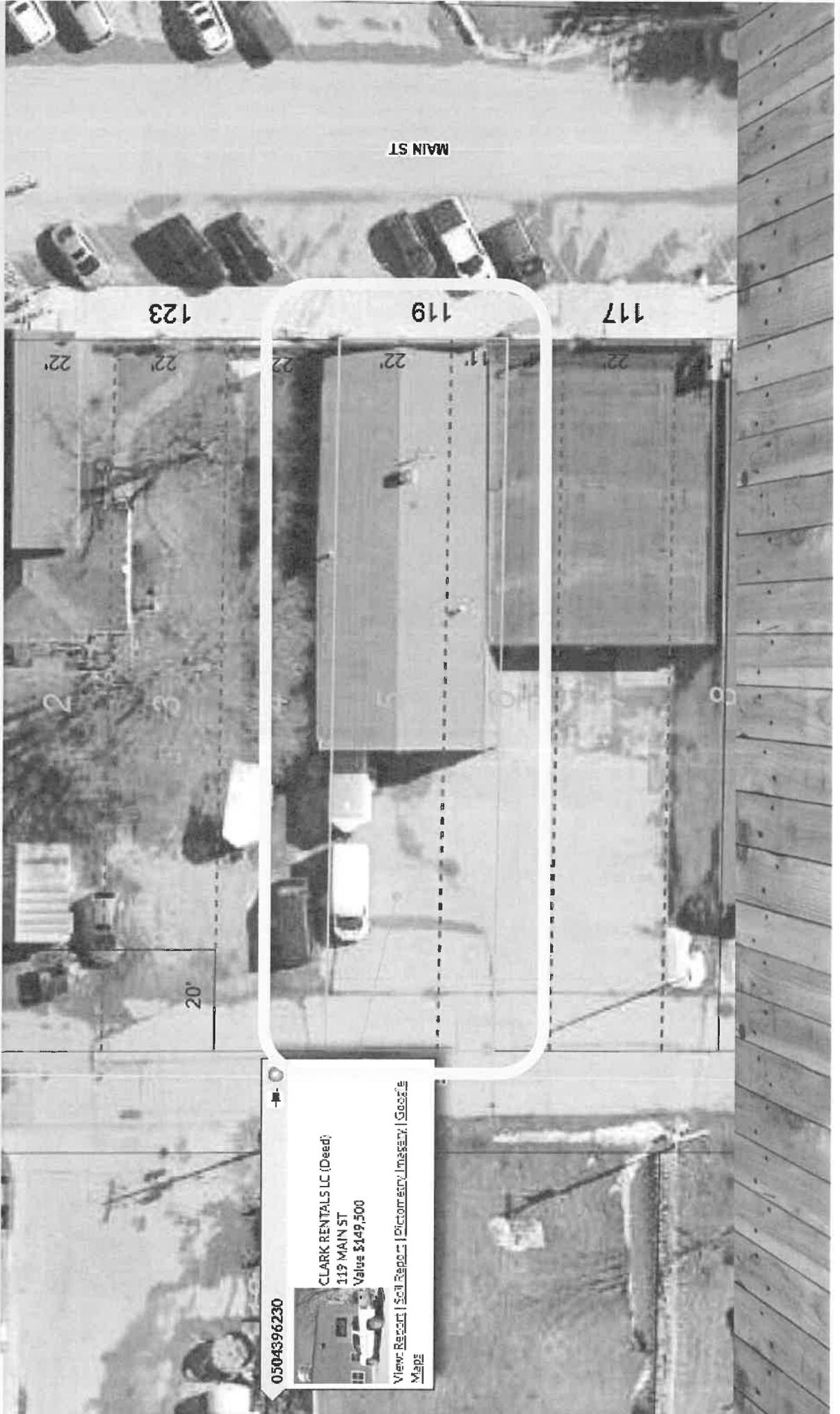
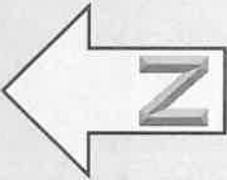


-
- Property Address: 119 Main Street, Gilbert
 - Owners: Clark Rentals, LC





LOCATION OF REQUEST



0504396230

CLARK RENTALS LC (Dead)
119 MAIN ST
Value \$149,500

[View Report](#) | [Soil Report](#) | [Picometry](#) | [Imagery](#) | [Google Maps](#)

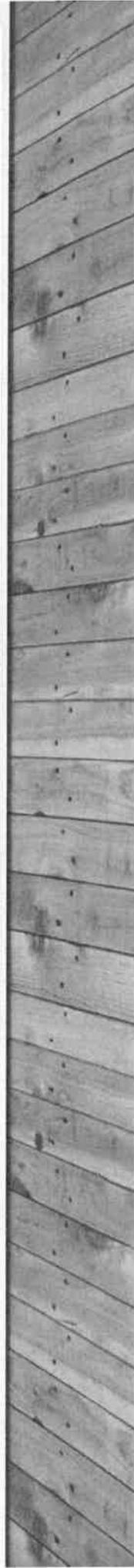
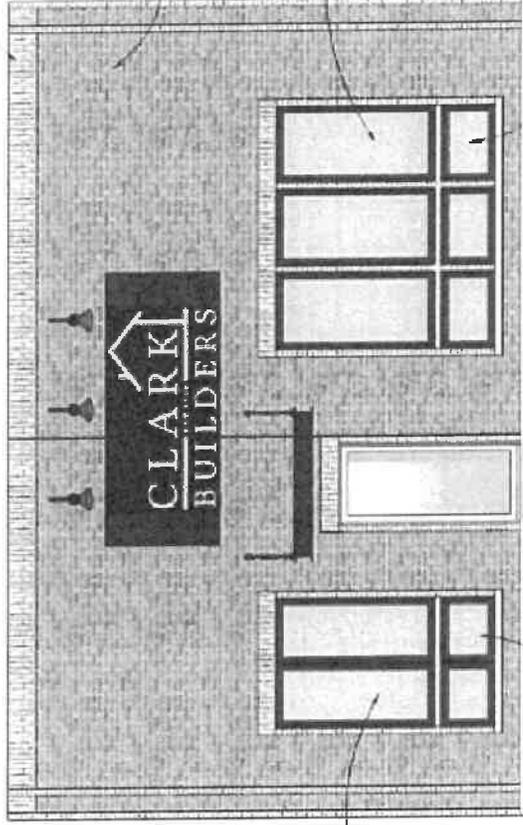
REQUEST OVERVIEW

Amount Requested
\$10,000

Matching Amount:
\$10,000

Façade Improvements
total construction costs
\$53,750

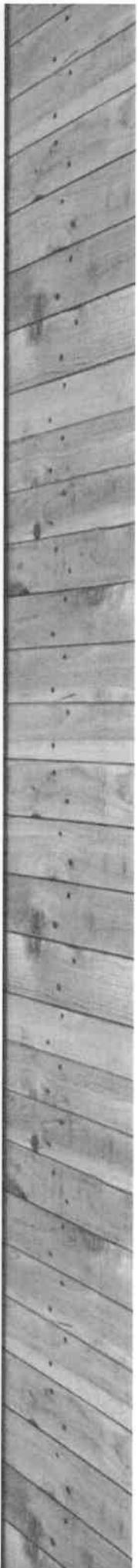
Proposed Building Façade
(Brick color not finalized)



SCOPE OF WORK

Scope of Work:

- Remove & Replace existing brick Facade
- Install larger windows/exterior door
- Install New Signage/front canopy/Electrical Fixtures



Estimate Details:

- Demo Existing Facade	\$7,500
- Dumpster/Site debri management:	\$3,000
- New Windows:	\$12,500
- New Windows install:	\$1,500
- New Brick:	\$8,500
- New Brick Install:	\$8,500
- New Signage/Signage Install:	\$2,500
- New Front Canopy/Canopy Install:	\$2,750
- New electrical rough in:	\$2,500
- New Electrical Fixtures:	\$2,000
- Contingency:	\$2,500
- Total Construction Costs:	\$53,750
- Office/Permitting/Supervisions Costs (15%):	\$8,062.50
-TOTAL PROJECT ESTIMATE:	\$61,812.50

PROJECTS AWARDED

Town	Project	Address	Year	Amount Requested	Matching	Total Project Costs	Awarded
Collins	Painting of Mural	224 Main Street	2014	\$ 1,000.00			No
Zearing	Removal of existing steel façade and replacing the face with brick and stone, matching similar structures on Main Street.	113 Main Street	2014	\$ 2,729.05	\$ 2,729.05	\$ 10,916.20	Yes
Roland	Front Window replacement, repair outside wall with steel siding, repair inside wall with drywall and insulation - costs borne by property owner as this is technically "interior" work	208 N Main Street	2015	\$ 892.00	\$ 2,000.00	\$ 4,460.00	Yes
Zearing	Concrete replacement, brick front, paint door	111 E Main Street	2015	\$ 2,997.60	\$ 2,997.60	\$ 14,988.00	Yes
Slater	\$5,000 in work completed prior to application - replacing worn out or rotten area of walls and structure (\$3,000), regrading exterior elevation (\$2,000).	501 Main Street	2016	\$ 4,400.00	\$ 4,400.00	\$ 22,200.00	Yes
Cambridge	Multiple repairs	119 Water Street	2016	\$ 8,201.20	\$ 8,201.20	\$ 41,006.00	Yes
Zearing	Replacement of windows with loose glass panes; repair of 2nd story bay window; door replacement; tuckpointing and brick repair/replacement	108 E Main Street	2017	\$ 6,868.00	\$ 27,476.00	\$ 34,344.00	Yes
Cambridge	Grant used to remove stucco from exterior of the building and repair/tuck point existing brick.	217 Water Street	2018	\$ 1,170.00	\$ 1,170.00	\$ 5,850.00	Yes
Collins	Main Street (multiple properties)	Main Street	2018	\$ 5,102.00	\$ 15,558.00	\$ 25,510.00	Yes
Zearing	Installation of three exterior doors, installation of three windows, and reproduction of a fire escape and general access to top floor	108 E Main Street	2018	\$ 3,132.00	\$ 18,545.00	\$ 21,680.00	Yes
Zearing	Fire Station - 109 E Main Street repair work	109 E Main Street	2019	\$ 5,530.00	\$ 22,120.00	\$ 27,650.00	Yes
Slater	Gross Wen Technologies building façade repairs	404/406 Main Street	2019	\$ 5,778.00	\$ 23,112.00	\$ 28,890.00	Yes
Slater	Brick repair	312 Main Street	2020	\$ 1,840.00	\$ 1,840.00	\$ 9,200.00	Yes
Collins	Building Repairs	213 and 219 Main Street	2021	\$ 1,824.00	\$ 7,296.00	\$ 9,120.00	Yes
Zearing	Quonset building renovations	201 E Main Street	2022	\$ 6,253.08	\$ 6,253.08	\$ 31,265.40	Yes
Collins	214 Main Street	214 Main Street	2022	\$ 10,000.00	\$ 54,400.00	\$ 54,500.00	Yes
Slater	Building repairs to 205 6th Avenue	205 6th Avenue	2023	\$ 10,000.00	\$ 10,000.00	\$ 80,870.00	Yes
Total :				\$ 76,716.93	\$ 208,097.93	\$ 422,449.60	



PROJECTS AWARDED

Total (by community)

Cambridge	\$9,371.20 (11%)	10%
Collins	\$16,926 (20%)	18%
Roland	\$892 (1%)	1%
Slater	\$32,018 (37%)	33%
Zearing	\$27,509.73 (32%)	28%
Gilbert		10%

RECOMMENDATION

Staff recommends approval of the request for funding in the amount of \$10,000 to the City of Gilbert



STORY COUNTY FAÇADE IMPROVEMENT GRANT PROGRAM APPLICATION FORM



PROJECT ADDRESS 119 Main Street **PROJECT INFORMATION**
PROPERTY OWNER Robt Jushy Clark
(Clark Bn. 7-15)

BUSINESS OWNER
(IF DIFFERENT FROM PROPERTY OWNER) N/A **NAME OF BUSINESS**
Clark Builders

APPLICANT (CITY CONTACT PERSON) Sonia Swalberg - City Clerk **CONTACT INFORMATION**
ADDRESS 105 Southeast 2nd St.
PHONE 515-233-2670 **E-MAIL** sonia@cityofgilbertiowa.org

AMOUNT REQUESTED* \$10,000 **MATCHING AMOUNT** \$10,000
* Work is expected to be completed and bills submitted within 12 months of the grant award date. A complete copy of bills from expenses relating to the project must be presented to Story County before the grant money will be awarded. The amount of the grant may be adjusted if the actual cost is lower than the estimated cost. Any deviations from the approved application may disqualify the applicant.

APPLICATION ATTACHMENT CHECKLIST

In addition to the completed application, please attach the following:

- Written consent from property owner giving permission to conduct improvements
- Color photographs of existing conditions
- Written statement that outlines in detail scope of the project
- Project budget that includes detailed cost estimates prepared by contractors
- Any design documents prepared by a licensed architect or engineer, if available

PLEASE READ

By signing below you certify that to the best of your knowledge you have submitted all the required information to apply for a façade grant and that the information is accurate. You further acknowledge that you have read and agree to the Terms of Agreement outlined on the back of this form.

SIGNATURE OF PROPERTY/BUSINESS OWNER: [Signature] **DATE** 2/14/24

SIGNATURE OF APPLICANT: [Signature] **DATE** 23 APR 24
Name and Title (Chief Elected Official)

SUBMIT COMPLETED APPLICATION AND ALL REQUIRED DOCUMENTS TO:

Story County – County Outreach and Special Projects Manager
 900 6th Street - Nevada, Iowa 50201
 or complete the application form online at <https://www.storycountyiaowa.gov/FormCenter/County-Outreach-9/Story-County-Façade-Improvement-Grant-Pr-155>

Terms of Agreement

- The applicant is the city.
- The applicant and property/business owner meets all of the eligibility criteria outlined in the **Story County Façade Improvement Grant Program**.
- No funds are approved for the proposed improvements until the applicant is notified in writing and meets all Program requirements. **Work completed prior to final approval is ineligible for funding.**
- All funds are distributed on a reimbursement basis after all work is completed.
- The applicant shall ensure that work is performed in a satisfactory manner, as determined by the County, conforming to the approved application, project budget, and project schedule.
- The applicant shall be responsible for at least the matching funds equal to or greater than the maximum provided by the County. The applicant shall keep record of all documents, receipts, lien waivers, etc., to substantiate that they are in conformance with this requirement.
- No changes to the approved project plans shall be made without prior consent from Story County.
- Grant funds shall be disbursed only upon the satisfactory completion of the project in accordance with the approved plans for the project. It is the responsibility of the applicant and/or business to demonstrate that the project is satisfactorily complete.
- Grant funds are only to be used for the scope of the project approved by the County, and no other renovations or improvements of the structure or business.
- The applicant authorizes Story County to promote their approved project, including, but not limited to, displaying a sign at the site during and after the construction, and using photographs and descriptions of the project in County media materials.
- Work is expected to be completed and bills submitted within 12 months of the grant award date. A complete copy of bills from expenses relating to the project must be presented to Story County before the grant money will be awarded. The amount of the grant may be adjusted if the actual cost is lower than the estimated cost. Any deviations from the approved application may disqualify the applicant.

Acknowledgement of Terms of Agreement

SIGNATURE OF APPLICANT: _____ DATE _____
Name and Title (Chief Elected Official)



119 Main Street Facade Update Estimate

2/14/24

Scope of Work:

- Remove & Replace existing brick Facade
- Install larger windows/exterior door
- Install New Signage/front canopy/Electrical Fixtures

Estimate Details:

- Demo Existing Facade \$7,500
- Dumpster/Site debris management: \$3,000
- New Windows: \$12,500
- New Windows install: \$1,500
- New Brick: \$8,500
- New Brick Install: \$8,500
- New Signage/Signage Install: \$2,500
- New Front Canopy/Canopy Install: \$2,750
- New electrical rough In: \$2,500
- New Electrical Fixtures: \$2,000
- Contingency: \$2,500

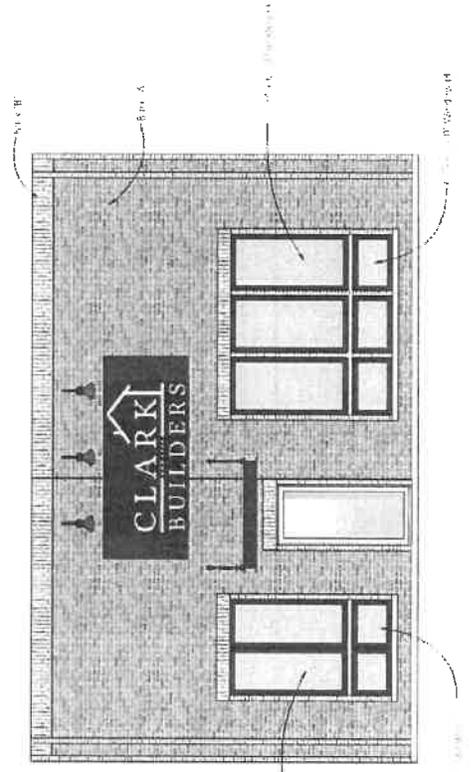
- Total Construction Costs: \$53,750
- Office/Permitting/Supervisions Costs (15%): \$8,062.50

-TOTAL PROJECT ESTIMATE: \$61,812.50

Existing Building Facade



Proposed Building Facade (Brick color not finalized)





**STORY COUNTY
BOARD OF SUPERVISORS
LISA HEDDENS
LINDA MURKEN
LATIFAH FAISAL**

Story County Administration
900 Sixth Street
Nevada Iowa 50201
515-382-7200
515-382-7206 (fax)

April 30, 2024

Dear Board of Supervisors,

Please accept this letter as a formal request for authorization of the full-time/permanent Communications Assistant position within the Board of Supervisors Office, approved in the FY25 budget. The Communications Assistant would develop and implement communications planning elements, along with community/media relations activities and other special projects. With the addition of this position, Story County can continue to work towards meeting the goals and objectives of the Communications Plan as well as other adopted plans and programs within Story County.

The Communications Assistant will continue to assist other County Offices and Departments with communications and outreach projects and needs. There is already strong evidence of this position contributing to the success of the organization by assisting these departments and offices in numerous ways. For example, the Communication Assistant assists Animal Control in promoting its adoptable pets and fundraisers, the Sheriff's Office with its annual report, and other departments and offices with social media and outreach campaigns, newsletters, and similar projects.

In May 2023, the Communications Assistant position was requested after the Communications Specialist position was denied due to property tax revenue concerns. Despite those valid concerns, a strong need still exists for assistance to the County's Communication and Outreach efforts. Without this additional support, the Board of Supervisors Office is not the only one that will suffer. The person in this position aids departments and offices throughout the County and contributes to the quality of communication, outreach, and engagement that occurs with County residents and users of County services. Not approving this position would have left a gap that a part-time intern could not fill. Moreover, many of the duties of this position would need to be absorbed by the County Outreach & Special Projects Manager, a position with an already challenging workload, who would not be able to reach their full potential with communications, outreach, engagement, grant management, Board support, economic development, and similar tasks.

Included with this letter is a job description developed by Human Resources. Please let me know if you have any questions. Thank you in advance for your consideration.

Respectfully,


Sandra King
Director of External Operations & County Services

Attachment
Job Description

APPROVED **DENIED**
Board Member Initials: SKH
Meeting Date: 5-7-24
Follow-up action: _____



BOS-EO/5
Communications Assistant
BOS-External Operations
FLSA: N
Revised Date: May 19, 2023

JOB SUMMARY

This position provides communications support for the Board of Supervisors Office and other County offices and departments. This position may also performs related administrative, secretarial, and customer service duties.

MAJOR DUTIES

- Assists with County communications efforts, including website content development and social media outreach, news releases, newsletter articles, and other public relations materials designed to inform, educate, or gain acceptance by the public.
- Writes and designs County correspondence as needed, including letters, memos, reports, proclamations, resolutions, brochures, flyers, banners and pamphlets.
- Coordinates, writes, edits, and distributes the internal and external County newsletters.
- Prepares news releases and media advisories, including research needed for the preparation of the releases; assists other offices and departments by editing and distributing news releases, when solicited.
- Assists in the coordination of branding and marketing efforts.
- Takes, edits, and archives digital photographs and videos.
- Creates and edits graphics for print, video, and web.
- Assists with communications needs to promote County initiatives.
- Operates audio visual recording equipment for meetings or other events and uploads the videos to the County or department/office website.
- Assists staff and elected officials in effective communications and media presentations.
- Assists with the coordination of special projects and events, which may involve multiple departments and/or outside organizations.
- Helps manage public information officer plan and guidelines
- Participates in assigned internal and external committees; coordinates and attends assigned meetings, provides staff support and take minutes, as needed.
- Assists with various administrative duties for the Board of Supervisor's Office including collecting/analyzing data, coordinating special projects & events and assisting with grant management activities.
- Performs related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of public relations and marketing principles.
- Knowledge of social media tools and techniques.
- Knowledge of journalistic writing and Associated Press (AP) Style.
- Knowledge of website content management.
- Knowledge and experience with designing graphics for web and/or print.
- Knowledge of modern office policies and procedures.

- Knowledge of customer service principles and practices.
- Knowledge of data entry and database management principles.
- Skill in the use of computers and job-related software programs.
- Skill in the operation of modern office equipment.
- Skill in oral and written communication.
- Skill in problem solving.
- Skill in prioritizing and scheduling work.

SUPERVISORY CONTROLS

The County Outreach and Special Projects Manager assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include county and department policies and procedures, the Code of Iowa, and various grant guidelines. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related communication, administrative and customer service duties. Frequent interruptions contribute to the complexity of the position.
- The purpose of this position is to provide communication and administrative support for County operations. Successful performance contributes to the efficiency and effectiveness of those operations.

CONTACTS

- Contacts are typically with co-workers, other county employees, elected and appointed officials, and the general public.
- Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, or stooping. The employee occasionally lifts light (24 pounds or less) objects.
- The work is typically performed in an office.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.

- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Iowa for the type of vehicle or equipment operated.



**General Assistance Quarterly Report for the
 Story County Board of Supervisors
 May 7, 2024
 (Period covering January 2024 – March 2024)**

General Assistance

Caseload information:

Single Household Cases	Family Household Cases	Total for Reporting Period	Year-to-date Totals
21	12	33	61 - single
			44 - family
			105 - total

Denials/Referral to Other Resources:

# Issued during the reporting period	Year-to-date Totals
270	841

Applied, but did not return to complete assistance process:

# during the reporting period	Year-to-date Totals
16	54

Primary types of assistance:

Rent	Utilities	Misc. (meds, transportation, burial)
\$10939.00	\$754.46	\$7996.50

Applications:

# of Applications for the Quarter	Year-to-date Totals
324	1006

Substance Abuse Services

# during the reporting period	Year-to-date Totals
5	13

SSI Interim Reimbursement program: 0 during the reporting period and 0 YTD.

Centralized Intake

Service Coordination:

Service Coordination Cases for the Quarter	Year-to-date Totals
8	12

Service Collaborations (This includes collaborations put into CSN that may not request assistance from other agencies):

Total Service Collaborations for the Quarter for Rent/Utility Assistance	Year-to-date Totals	Unique Monthly Service Collaboration Totals by Individual	Year-to-date Totals
388	1168	306	906

Assistance Requested and Amount Funded (dollar amount identified through collaborations):

	Requests for the Quarter	Approved for the Quarter	Requests Year-to-date Totals	Approved Year-to-date Totals
Rent	\$330373.70	\$50981.43	\$932465.64	\$160782.30
Utilities	\$48710.14	\$12147.06	\$148352.09	\$42812.13
Total	\$379083.84	\$63128.49	\$1080817.70	\$203594.43

General Assistance

Activity in the General Assistance department has remained steady. There were no new trends noted during this reporting period as compared to the last quarter. I have pulled some percentages from the numbers above to break things down a bit. Of the total amount of rent and utility requests for this quarter Story County General Assistance, TSA and Good Neighbor Emergency Assistance funded 18% of those requests. As a whole Story County General Assistance has funded 21% of the approved rent requests and 6% of the approved utility requests.

The General Assistance Department has continued to send all staff to the county offered trainings and maintained representation on the Safety and Go Green Committees. The Service Coordinators and Director are also involved in many community committees including Wheels for Work, Transportation Collaboration, Decat, Two Rivers Quarterly Meetings, and the Story County Homelessness Prevention and Shelter Collaboration.

Erin Rewerts has seen a total of 63 Veterans or Surviving Spouses over the past quarter and has participated in the planning of the River Valley Veterans Network Events. The first event was held on January 17, 2024 and will be monthly going forward. Erin assisted with and submitted 20 federal claims for Veterans over the past quarter.