

October 3, 2017

The Page County Board of Supervisors met in session on this 3rd day of October 2017, with Chuck Morris and Alan Armstrong present. On a motion by Armstrong, the board approved the agenda. Present from the public were John Van Nostrand, Angie Hakes, and Judy Ridnour.

JD King met with the board. He stated crews are out hauling rock, and blades are out in several districts. Fuel tank maintenance was discussed. Snow plow maintenance has been started. The Shambaugh Bridge is open to traffic now. The Blanchard weir was also discussed. The county has hired a crew to put some slip lining in the pipes under the pavement to help preserve them. Manatts, Inc. will now start on T Avenue and then moved to J40 in a few weeks. The bridge on Ivy Avenue is closed. On a motion by Armstrong, the board moved to approve the contract for BRS-CO73(129)—60-73.

On a motion by Armstrong, the board moved to approve Rod Riley to exceed the hotel maximum to attend Fall VA School. The room rate is \$161.00 per night.

The board next reviewed the hotel policy and the meal policy. On a motion by Armstrong, the board moved to approve the new hotel policy and meal policy per Resolution 13B-2017.

RESOLUTION #13B - 2017

Daily single lodging rate reimbursement or payment shall not exceed one of the negotiated conference rate prices per day plus tax and for non-conference meetings shall not exceed the lowest government price per day plus tax offered. An original receipt or bill must be presented for payment.

Meal reimbursements if applicable will not exceed the following amount with original itemized receipt required: \$40/day.

1. If a meeting/class requires you to stay overnight (i.e. more than a one-day meeting), meals for employees are reimbursed on a non-taxable basis through the claims process. Employees must submit a claim form for reimbursement and should include:
 - a) What the county function was (i.e. ISAC meeting, seminar, etc.)
 - b) Where the function was held (i.e. Waterloo, Des Moines, etc.)
 - c) List total cost of meal(s) (itemized receipts must be attached)
2. If a meeting/class is only one day, meals are considered taxable income and will be reimbursed through payroll. Attach the itemized receipt(s) to your timesheet.

Note: Meals are reimbursable at the maximum rate of \$40 per day per Board of Supervisors (10/3/2017)

Note: Overnight travel reimbursement rate can be accrued for the conference.

Example: If there is a two day conference, \$40 per day is allowed with a maximum reimbursement amount of \$80 allowed for the two days.

APPROVED, this day of October 3, 2017 to be effective October 3, 2017.

ATTEST:

Melissa Wellhausen
Page County Auditor

Chuck Morris
Alan Armstrong
Page County Board of Supervisors

The board met with an employee to discuss an employee matter. The employee requested closed session per Chapter 21.5.1.i of the Code of Iowa. On a motion by Armstrong, the board moved to approve to go into closed session at 9:47 am. Morris, aye. Armstrong, aye. On a motion by Armstrong, the board moved to go out of closed session at 10:04 am per Chapter.21.5.1.i. Armstrong, aye. Morris, aye. No action was taken.

Auditor Wellhausen went through the current claims cycle by department with the board.

On a motion by Armstrong, the board unanimously approved the minutes for October 3, 2017.

With no further business, the Board adjourned at 11:15 a.m. and will meet again Tuesday, October 10, 2017.

Chuck Morris, Vice-Chairman
Page County Board of Supervisors

Melissa Wellhausen
Page County Auditor