

NOTICE OF HEARING
Franklin County • Drainage District No. 25

NOTICE OF HEARING
ON PROPOSED REPAIRS
FRANKLIN COUNTY DRAINAGE
DISTRICT NO. 25

TO: John Coombs
Nancy Jean Coombs
Douglas P. Jacobsen
Doug Jacobsen
Harold R. Bridges
Janice C. Olson
Michelle F. Cannon
Michael Bridges
Jacobsen Family Farms, LLLP
John R. Snyder
Le Ann M. Snyder
Westmor Acres, Inc.
Douglas P. Jacobsen, c/o Harley Jacobsen
Youngland, Inc.
Merlyn Wiarda
Lolaraye Wiarda
Philip Long
Shaylyn Long
David R. Jacobsen
Victoria G. Ooms
Collette Wiarda
Secondary Road, c/o Franklin County Engineer
Property owners as shown above, encumbrancers, lienholders, unknown heirs and claimants by will, to all whom it may concern, including the actual occupants of the land, or tract of land, described in and including Drainage District No. 25, Franklin County, Iowa.
YOU AND EACH OF YOU ARE

HEREBY NOTIFIED that the Trustees of Franklin County Iowa Drainage District No. 25 has employed Jonathan P. Rosengren, P.E., Project Manager for Bolton & Menk, Inc. as an engineer to determine the feasibility and the necessity of having repairs, all concerning the drainage facilities of Franklin County Drainage District No. 25 in order to provide adequate drainage and relief for the lands included in said Franklin County Drainage District No. 25.
YOU ARE FURTHER NOTIFIED that the Board of Trustees of Franklin County Drainage District No. 25 requested that said engineer make a preliminary survey and investigation of the possible repairs of Drainage District No. 25.
YOU ARE FURTHER NOTIFIED that the drainage engineer, Jonathan P. Rosengren, P.E., has filed his report with the Trustees of Franklin County Drainage District No. 25 in which he recommends certain repairs. The engineer's estimate for the costs of the proposed repairs, are as follows: \$570,000.00.
YOU ARE FURTHER NOTIFIED that this report and recommendations in full are available for viewing at the residence of Trustee, Corey Jacobsen, at 1060 Cardinal Avenue, Dows, Iowa 50071. You are

encouraged to obtain a copy and review the same prior to the date set for hearing in this notice. Said report has been reviewed and considered by the Trustees and they have tentatively approved the recommended repairs to be necessary and feasible. The engineer report contains the further recommendations and proposals:
1. Adopt a repair option for construction, modified as deemed appropriate, to satisfy the desires of the District.
2. Direct the engineer to prepare final plans and specifications for the adopted plan and proceed toward a bid letting.
YOU ARE FURTHER NOTIFIED that the Trustees have fixed a time and place of hearing on said report and proposed repairs, improvements, and for April 11, 2022 at 10:00 AM, at the Dows Convention Center, 118 E. Ellsworth, Dows, Iowa 50071. At said hearing, the Trustees shall hear objections to the feasibility of such repairs and other relevant matters of the drainage district as may be presented by and for any landowner in the district. The report of the engineer as filed herein may be amended before final action is taken thereon by the Trustees. This hearing may be continued from time to time without further notice as determined by the

Trustees.
YOU ARE FURTHER NOTIFIED THAT ALL OBJECTIONS TO THE ENGINEER'S REPORT OR TO ANY MATTER CONNECTED WITH THIS HEARING MUST BE IN WRITING AND FILED WITH TRUSTEE COREY JACOBSEN AT OR BEFORE THE TIME FIXED FOR HEARING. Any interested party may be heard in an argument by himself or by counsel. Anyone who fails to object shall be held to have waived all objections and claims for damages.
YOU ARE FURTHER NOTIFIED that if you fail to object, the Trustees can make a final decision to make repairs of Franklin County Drainage District No. 25. As a consequence of your failure to object, you lose your right to appeal the final decision, and any other relevant matters presented to the Trustees, within twenty (20) days to the Iowa District Court.
This notice is published and mailed as provided by law at the direction of the Trustees of Franklin County Drainage District No. 25.
John Snyder, Chairman
Corey Jacobsen, Trustee
David Jacobsen, Trustee
Trustees of Franklin County Drainage District No. 25

Published in the Hampton Chronicle on Mar. 16 and 23, 2022

PUBLIC NOTICE
Hampton City Council • Minutes and Claims 3.10.2022

HAMPTON CITY COUNCIL
REGULAR SESSION MINUTES
THURSDAY, MARCH 10, 2022,
6:00 P.M.

The Hampton City Council Regular Session was called to order at the Hampton City Council Chambers by Mayor Pro-Tem Birdsall at 6:00 p.m. Council members in attendance were Patrick Palmer, Barry Lamos, Bill Hodge, Steve Birdsall, James Davies and Richard Lukensmeyer. Absent; Mayor or Wood. Mayor Pro-Tem Birdsall invited those present to join in the Pledge of Allegiance to the U.S. flag. Mayor Pro-Tem Birdsall called for a motion to approve the agenda. Motion by Hodge. Second by Davies to approve the agenda. Motion approved unanimously.
Council Workshop report: Mayor or Pro-Tem Birdsall presented the minutes for the Monday, March 7, council workshop.

regarding dog park planning, pros and cons of city involvement in a dog park. Motion by Lukensmeyer, seconded by Davies to move forward with planning a dog park with the understanding that the finances would be raised from private sources with the location to be determined in the future. Discussion. Vote. Ayes; Lukensmeyer, Palmer, Lamos, Birdsall and Davies. Nays; Hodge. Motion approved.
Mayor Pro-Tem Birdsall called for a motion to approve claims. Motion by Lukensmeyer, seconded by Hodge to approve claims, as recommended by Staff, totaling \$182,206.86. Motion approved unanimously.
Consideration of Approval and Adoption of the Ordinances/Resolutions: Resolution 2022-03: "RESOLUTION ADOPTING A PROCUREMENT POLICY (PROCUREMENT POLICIES AND PROCEDURES) FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED PROJECTS
LOCATED IN: THE CITY OF HAMPTON". Motion by Hodge, seconded by Davies to approve Resolution 2022-03. Roll call vote. Ayes; Palmer, Hodge, Birdsall, Lukensmeyer, Lamos and Davies. Nays; none. Resolution 2022-03 approved and adopted.
Consent Agenda: Motion by Palmer, second by Lukensmeyer to approve the Consent Agenda including: Previous minutes as drafted from the Thursday, February 24, 2022 Regular Session. Schedule the next Special Session for Monday, March 14, 2022 at 6:00 p.m. in City Council Chambers. Schedule the next Regular Session for Thursday, March 24, 2022 at 6:00 p.m. in City Council Chambers. Approve renewal of alcohol licensing for Rustic Brew, 117 1st Street NW, Hampton, IA; The Wood Cellar, 8 1st Street NW, Hampton, IA; El Valle Tienda, 212 1st Ave NW, Hampton, IA; Dollar General Store #2383, 510 Central Ave W, Hampton, IA; and Hy-Vee Hampton Dollar Fresh, 808 4th St SE, Hampton, IA. Motion approved unanimously.
Public Comment for items not on the agenda: Mayor Pro-Tem Birdsall invited those wishing to make public comment to address the Council regarding items not on the agenda. Marcella Rodriguez, Hampton, presented her concerns of recent notices received for vehicles illegally parked on her downtown commercial property. Chief Schaefer clarified some of the questions regarding Rodriguez concerns. Denise Kapp, Hampton, provided possible parking options

for Ms. Rodriguez.
Staff Reports given by Police Chief Schaefer, Public Works Director Doug Tarr and City Manager Ron Dunt.
Council Reports given by Davies, Birdsall and Palmer. Mayors Report. None.
Motion to adjourn by Hodge at 6:57 p.m. Second by Lukensmeyer. Adjournment 6:57 p.m.
Attest:
Ron Dunt, City Manager
Mayor Pro-Tem Birdsall
MARCH 10, 2022
CITY OF HAMPTON
FINANCIAL REPORT
CLAIMS FOR APPROVAL
VENDOR -DESCRIPTION
-AMOUNT
AGSOURCE LABORATORIES -LAB TESTING.....\$780.75
AHLERS & COONEY PC -ATTY FEES.....\$1,780.50
AUTO PARTS INC -SUPPLY.....\$84.51
BOLTON & MENK INC -MISC CONTRACT\$2,250.00
BORCHERDING, BRIAN -MISC CONTRACT\$1,050.00
BRUENING ROCK PRODUCTS IN -SNOW REMOVAL.....\$836.72
CADY & ROSENBERG -ATTY FEES.....\$350.00
CENTRAL IOWA DISTRIBUTING -BLDG MAINT\$110.00
CENTURYLINK -PHONE\$1,303.73
CENTURYLINK01 -PHONE\$53.32
CREATIVE SOLUTIONS UNLIMI -CAP EQUIP.....\$1,593.82
CRESCENT ELECTRIC SUPPLY -ST LIGHT SUPPLY.....\$250.73
E&E REPAIR -TOOLS\$28.30
EBS - CITY'S PORTION -HEALTH INS.....\$28,798.14
EFTPS FED WH -FED/FICA TAX\$13,822.36
EMC NATIONAL LIFE COMPANY -LIFE INSURANCE.....\$316.76
GALLS LLC -UNIFORMS...\$63.29
GORDON FLESCH - NASPO -SUPPLY\$127.20
GORDON FLESCH COMPANY -FEES\$49.00
GREATER FRANKLIN COUNTY -HOTEL/MOTEL TAX...\$9,492.56
GRP & ASSOCIATES -WASTE DISPOSAL\$47.00
HACH COMPANY -LAB TESTING\$455.75
HAMPTON HARDWARE -SUPPLY\$127.57
HAMPTON POST OFFICE -POSTAGE\$560.79
HOWIE EQUIP INC -MAINT\$406.00
IA DEPT OF AGRICULTURE -PROF FEE\$13.50
IOWA DEPT OF REVENUE & FI -SALES TAX.....\$3,270.00

IOWA PARK & RECREATION AS
-TRAINING\$340.00
IOWA POLICE CHIEFS ASSN -TRAINING\$150.00
IPERS -IPERS- PROTECTN\$17,409.01
KWIK TRIP INC / KWIK STAR -FUEL\$120.86
LOPEZ, MILDRED -SHELTER DEPOSIT\$100.00
MEDIACOM -PHONE.....\$206.90
MICHAEL TODD & CO INC -MAINT\$772.59
MID-AMERICA PUBLISHING CO -PRINTING\$281.61
MIDAMERICAN ENERGY CO -ELECTRIC.....\$20,518.44
MILLER, SARAH01 -SHELTER REFUND.....\$200.00
NIACC -TRAINING\$180.00
NORTH CENTRAL BLDG SUPPLY -CAP EQUIP.....\$118.90
OVERHD DOOR CO OF MASON C -REPAIR\$1,200.00
PETERSEN, DYLAN -REFUND\$1,383.67
PETERSON, RYAN -BLDG MAINT\$280.00
POOCK, NICOLE OR RANDALL -SHELTER DEPOSIT.....\$100.00
RCSI -PHONE\$54.90
REMINDER PRINTING CO, THE -SUPPLY\$265.50
SANDRY FIRE SUPPLY LLC -CAP EQUIP.....\$462.70
SHIELD PEST CONTROL LLC -BLDG MAINT\$65.00
STATE WH -STATE TAX\$4,690.00
SVPA ARCHITECTS INC -BLDG MAINT\$1,402.50
US CELLULAR -PHONE.....\$27.12
VEENSTRA & KIMM INC -PROF FEES.....\$473.37
VISU-SEWER INC -CAP IMP\$22,101.31
WASTE MANAGEMENT -GARBAGE\$43.32
WM TEL - WOOLSTOCK MUTUAL -PHONE\$99.90
DEPOSIT REFUNDS -REFUND DATE 02/28/2022\$218.08
PAYROLL CHECKS -TOTAL PAYROLL CHECKS\$40,918.88
CLAIMS TOTAL \$182,206.86
CLAIMS BY FUND:
GENERAL FUND.....\$62,772.41
GENERAL - LOST/POOL FUND\$1,197.77
LIBRARY FUND\$7,357.17
ROAD USE TAX FUND\$20,220.37
EMPLOYEE BENEFITS FUND\$18,886.49
WATER OPERATING FUND\$21,627.47
METER DEPOSITS FUND\$218.08
SEWER FUND.....\$49,927.10
CLAIMS TOTAL \$182,206.86

PUBLIC NOTICE
FGH • 2021 Salaries Paid

Table with 2 columns: Position and Salary. Includes FRANKLIN GENERAL HOSPITAL, RN, LPN, Aide, Clerical, Dietary, Housekeeping, Laundry & Maintenance, EMT, and Total.

Published in the Hampton Chronicle on Mar. 16, 2022

NOTICE OF PETITION
Nathaniel Rinizen JVJV500664

TO NATHANIEL RINIZEN AND ALL PUTATIVE FATHERS AND ANNAMARIE VANDERMORE OF A CHILD BORN ON THE 11TH DAY MAY, 2005.
You are notified that there is now on file in the office of the Clerk of Comi for Franklin County, a Petition: Child in Need of Assistance, case number JVJV500664 which to a child born on the 11TH day of

MAY, 2005. Fmher details contact the Clerk's Office.
You are notified that there will be an Adjudication Hearing on the Petition: Child in Need of Assistance before the Iowa District Comi for Franklin County, at the Comihouse in Hampton, Iowa, on the 21ST day of MARCH, 2022, at 2:30 p.m.
The Petitioner's Attorney is Brent J. Symens.

Published in the Hampton Chronicle on Mar. 16, 2022

NOTICE OF PETITION
Joseph Tapp JVJV500663

TO: JOSEPH TAPP (OR) ALL PUTATIVE FATHERS OF A CHILD BORN ON THE 25TH DAY OF FEBRUARY 2015.
You are notified that there is now on file in the office of the Clerk of Court for Franklin County, a Petition for Termination of Parental Rights, case number JVJV500663, which to a child born on the 25th day of February, 2015. Further details

contact the Clerk's Office.
You are notified that there will be a hearing on the Petition for Termination of Parental Rights before the Iowa District Court for Franklin County, at the Courthouse in Hampton, Iowa, on the 21st day of March 2022, at 2:00 P.M.
The Petitioner's Attorney is Brent J. Symens.

Published in the Hampton Chronicle on Mar. 9 and 16, 2022

PROBATE
Brenda Kay Oleson ESPR501759

THE IOWA DISTRICT COURT FOR FRANKLIN COUNTY IN THE MATTER OF THE ESTATE OF BRENDA KAY OLESON, Deceased
CASE NO. ESPR501759
NOTICE OF APPOINTMENT OF ADMINISTRATOR AND NOTICE TO CREDITORS

as provided by law, duly authenticated, for allowance, and unless so filed by the later to occur four months from the date of the second publication of this notice or one month from the date of the mailing of this notice (unless otherwise allowed or paid) a claim is thereafter forever barred.
Dated on .
Carolyn A Oleson, Administrator of the Estate
626 190th St.
Latimer, IA 50452
Randy D Johansen, ICIS#: AT003864
Attorney for the Administrator
Johansen Law Firm
1562 200th St.
Sheffield, IA 50475
Date of second publication
March 23, 2022
Probate Code Section 230

Published in the Hampton Chronicle on Mar. 16 and 23, 2022

PROBATE
Carl Heeren ESPR501761

IN THE MATTER OF THE ESTATE OF CARL HEEREN, Deceased
CASE NO. ESPR501761
NOTICE OF PROBATE OF WILL, OF APPOINTMENT OF EXECUTORS, AND NOTICE TO CREDITORS

ment to the undersigned, and creditors having claims against the estate shall file them with the clerk of the above named district, as provided by law, duly authenticated, for allowance, and unless so filed by the later to occur four months from the date of the second publication of this notice or one month from the date of mailing of this notice (unless otherwise allowed or paid) a claim is thereafter forever barred.
Dated
Steven Carl Heeren, Executor of Estate
1944 Eagle Ave.
Alexander, IA 50420
Dean Charles Heeren, Executor of Estate
2325 170th St.
Hampton, IA 50441
Randy D Johansen, ICIS#: AT003864
Attorney for Executors
Johansen Law Firm
1562 200th St.
Sheffield, IA 50475
Date of second publication
March 23, 2022
Probate Code Section 304
* Designate Codicil(s) if any, with date(s).

Published in the Hampton Chronicle on Mar. 16 and 23, 2022

Published in the Hampton Chronicle on Mar. 16, 2022

PUBLIC NOTICE Franklin County

NOTICE OF PUBLIC HEARING – PROPOSED BUDGET Fiscal Year July 1, 2022 - June 30, 2023 County Name: FRANKLIN COUNTY County Number: 35

The County Board of Supervisors will conduct a public hearing on the proposed Fiscal Year County budget as follows: Meeting Date: 3/28/2022 Meeting Time: 09:00 AM Meeting Location: Franklin County Courthouse - Supervisor Meeting Room

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the County Auditor. A copy of the supporting detail will be furnished upon request.

County budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult dom.iowa.gov/local-gov-appeals Average annual percentage changes between "Actual" and "Budget" amounts for "Taxes Levied on Property", "Other County Taxes/ TIF Tax Revenues", and for each of the ten "Expenditure Classes" must be published. Expenditure classes proposing "Budget" amounts, but having no "Actual" amounts, are designated "NEW".

Table with 7 columns: Line Item, Budget 2022/2023, Re-Est 2021/2022, Actual 2020/2021, and AVG Annual % CHG. Rows include REVENUES & OTHER FINANCING SOURCES, EXPENDITURES & OTHER FINANCING USES, and Total Ending Fund Balance - June 30.

Table showing proposed property taxation by type: Countywide Levies*, Rural Only Levies*, Special District Levies*, TIF Tax Revenues, and Utility Replacement Excise Tax.

Explanation of any significant items in the budget or additional virtual meeting information:

Published in The Hampton Chronicle on Wednesday, Mar. 16, 2022

PUBLIC NOTICE Franklin County

COUNTY BOARD OR COMMISSION APPLICATION

The Franklin County Supervisors are now taking applications for appointments that will be made June 27, 2022.

The Supervisors will be considering appointments to the following Board or Commissions: • Veteran's Affairs Commission

For a description of these Boards and Commissions go to our website www.co.franklin.ia.us.

Applications are available on the website or from the Auditor's Office. If an existing member would like to retain their position, download the Term Extension Request or pick one up at the Auditor's Office.

State law requires the Supervisors to make a good faith effort to balance most appointive boards, commissions, committees, and councils according to gender by January 1, 2012, and each year thereafter. Ap-

lications for Board or Commission appointments may be filed at any time with the Board of Supervisors or Auditor's office.

A separate form must be filed for each Board or Commission on which you would consider serving. Please be advised that this application is a public document and may be reproduced and distributed to the public upon request.

The membership of some boards is also regulated by state law and may impact who can serve on certain boards on the basis of location of residence, veteran status, occupation, or other lawful criteria.

All applications should be turned into the Auditor's office or the Board of Supervisors by Friday, June 24, 2022.

Questions may be directed to the Franklin County Auditor's Office at 641-456-5622.

Published in The Hampton Chronicle on Wednesday, Mar. 16, 2022

PUBLIC NOTICE Franklin County

RESOLUTION 2022-14

FRANKLIN COUNTY ELECTED OFFICIAL COMPENSATION

WHEREAS, the Franklin County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Franklin County Compensation Board met on January 4, 2022, and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2022:

Table listing compensation recommendations for Attorney, Auditor, Recorder, Treasurer, Sheriff, and Supervisor, including current salary, proposed increase, and recommended salary.

Chairman of the Supervisors receives an additional \$2,000 stipend. THEREFORE, BE IT RESOLVED that the Franklin County Board of Supervisors adopts the salary recommendations for elected officials for the fiscal year beginning July 1, 2022 as recommended by the Franklin County Compensation Board.

BE IT DULY ADOPTED this 28th day of February, 2022, with the vote thereon being as follows:

- AYES: McVicker, Nolte, Vanness NAYS: ABSENT/NOT VOTING: FRANKLIN COUNTY BOARD OF SUPERVISORS Gary McVicker, Chairman Mike Nolte Chris Vanness

ATTEST: Katy A Flint Franklin County Auditor & Clerk to the Board

Published in The Hampton Chronicle on Wednesday, Mar. 16, 2022

MINUTES Franklin County BOS

PROCEEDINGS OF THE FRANKLIN COUNTY BOARD OF SUPERVISORS MARCH 7TH, 2022

The Board of Supervisors met at 8:30AM on Monday, March 7th, 2022, at the Franklin County Courthouse with Board members Nolte, McVicker, & Vanness in attendance.

Chairman McVicker led the Pledge of Allegiance. Motion by Vanness, seconded by Nolte to approve the Agenda with a change of item #3 of new business to read "Consider for Approval - Resolution Setting a Moratorium on C-WEC Construction Permits".

All ayes. Motion carried. Motion by Nolte, seconded by Vanness to approve the Board Minutes from the regular & drainage meetings dated 2/28/22. All ayes. Motion carried.

Public Comment & Board Committee Updates: Nolte attended Public Health and had a meeting with FGH about the Public Health building.

Jay Waddingham, County Engineer, met with the Board and gave an update on his department. He followed up with the board about the findings of the ICAP Site Audit and he and the Auditor talked about a solution for the need of computers in the Secondary Roads shops for RT Vision timekeeping program.

Motion by Vanness, seconded by Nolte to approve an Iowa DOT Agreement for DOT Initiated Detour of Primary Highways onto Local Roads for US Hwy 65 Detour for bridge construction using Co Routes C25 & S56. All ayes. Motion carried.

The Board canvassed the votes from the Iowa Falls CSD and City of Alexander Special Elections held on 3/1/22. Motion by Nolte, seconded by Vanness to approve the Iowa Falls CSD Special Election results. All ayes. Motion carried.

Motion by Vanness, seconded by Nolte to approve the City of Alexander Special Election results. All ayes. Motion carried. Russell Wood, CICS CEO, met with the board to request a job title change & wage increase for Robin McKee.

Motion by Nolte, seconded by Vanness to approve a change in title for Robin McKee to Service Coordination Supervisor and an increase of wage to \$70,532.80 annually effective April 1st, 2021. All ayes. Motion carried.

Motion by Vanness, seconded by Nolte to approve the signing of the 28E Agreement with CICS. All ayes. Motion carried.

Audrey Emery, Human Resource Director, met with the Board to continue discussion regarding the amending of the Franklin County Handbook. Motion by Nolte, seconded by Vanness to approve the resolution amending Franklin County Handbook - Amending Section 3.2 "Earnings and Hours Worked" and Adding Section 3.5 "Timekeeping".

WHEREAS, the updated Franklin County Employee Handbook final copy was presented and approved by the Board of Supervisors on August 19, 2019;

WHEREAS, the Board of Supervisors are amending Section 3.2 "Earnings & Hours of Work"

WHEREAS, as it was amended and approved November 19th, 2019 it read as follows:

Hours of Work and Work Period Each department head will establish work hours for their department. Full-time employees normally work thirty-five (35) to forty (40) hours per week. Daily and weekly work schedules may be changed at the discretion of each department head to meet varying conditions and workload.

WHEREAS, the Board of Supervisors has chosen to remove the subsection titled "Recording Work Hours"

WHEREAS, the Board of Supervisors are adding Section 3.5 "Timekeeping"

TIMEKEEPING 3.5 The purpose of this policy is to provide time reporting requirements for all employees of Franklin County. Franklin County must keep an accurate record of time worked to calculate employee pay and benefits in accordance with the Fair Labor Standards Act (FLSA).

Employees are required to maintain their working hours utilizing the electronic timekeeping system purchased by Franklin County for this purpose. This policy is applicable to all regularly scheduled full-time and part-time Franklin County employees. For the purpose of this policy, employees are defined as those responsible to the Board of Supervisors, employees responsible to an Elected Official, including Elected Officials and their deputies; County Assessor's Office, Public Health and Home Care, Conservation, Veterans Affairs, Emergency Management, and Dispatch; and temporary, seasonal, or on-call employees.

TIMEKEEPING PROCEDURES All non-exempt and exempt employees are required to maintain an accurate daily record of the start and end times of every shift worked, as well as the beginning and ending time of each meal period, unless the employee has a shift where the meal period is paid, using the County's electronic time and attendance system. They must also record the beginning and ending time of any departure from work for personal reasons (i.e. doctor's appointments). Timecards will be completed and submitted bi-weekly as directed by the employee's department head online using a computer, County-issued mobile device, or personal device if no County-provided device is available.

Timecards must show all hours worked using applicable pay codes.

Employees may not work "off the clock," "on their own time," or "for free." Employees will be paid to the nearest quarter hour worked.

Time away from work (i.e., vacation time, sick time, holidays) must be recorded each week.

Time worked includes all time that an employee is required to be performing duties for the County. Rest/break periods of 15 minutes or less are counted as time worked. Time worked is used to determine overtime pay required for non-exempt employees and may include paid time off per collective bargaining agreements or separate governing board policies.

Time not worked includes all time that an employee is not "on the clock." Some examples of time not worked would be uninterrupted meal periods and periods of unpaid leave. Timecards should not be completed in advance.

RESPONSIBILITIES: A. EMPLOYEES: All employees will:

- 1. Maintain an accurate daily record on their time electronic record of hours worked. 2. Request authorization for time away from work. All absences from work schedules should be appropriately authorized, recorded and coded. 3. Obtain correct pay, leave, and overtime codes if applicable. 4. Obtain approval for any overtime, compensatory time, or pay adjustments to be made in the workweek. 5. Sign his or her completed electronic time record to certify the accuracy of all time recorded. 6. Submit the time record to the manager or timekeeper by the department payroll deadline. The manager will review and then approve the time record before submitting it for payroll processing. 7. Notify their department head of any reporting time errors immediately.

B. MANAGERS: Each manager will:

- 1. Ensure that all employees maintain accurate time records. 2. Ensure that employees reporting to him or her have the correct pay, leave, and/or overtime for their assignments if applicable. 3. Provide approval for overtime, compensatory time, holiday pay, or paid leave. 4. Approve time records and submit them to payroll by the Auditor's Office deadline for submittal. Note: Timekeepers/payroll processors should assist the department managers for whom they process payroll in making sure that all time submitted has the appropriate authorizations and follows FLSA and contract requirements.

C. PAYROLL: Payroll staff will:

- 1. Verify that employee time records have been properly authorized and follow labor contract provisions. 2. Ensure that all employees are paid earned wages/salaries at appropriate rates on appropriate dates in accordance with federal and state regulations. 3. Make available bi-weekly earnings statements via electronic or paper means (except for those few employees who still receive paper checks). 4. Post all time and labor charges to the labor distribution and allocation journals.

Employees who do not follow the procedures set forth in this policy may be subject to disciplinary action. Altering, falsifying, tampering with your or others' time records or recording time on another employee's time record may result in disciplinary action, up to and including termination of employment.

THEREFORE, the amended and added sections will be effective April 1st, 2022. Roll call vote was as follows, Ayes: McVicker, Nolte, Vanness. Motion carried and resolution duly adopted.

The Board met with representatives from Counsell-Woodley Funeral Home regarding the costs of medical examiner transport fees. The Auditor will work with them to establish some base/consistent fees in an effort to keep costs down to the Franklin County taxpayers. The Board expressed their gratitude for Counsell-Woodley's willingness to work with the County on this situation.

There was extensive discussion on the draft of a wind energy ordinance. Planning and Zoning Administrator, Dan Tilkes, will make more edits and bring it back to the Board at the next meeting.

Motion by Nolte, seconded by Vanness to approve claims as presented. All ayes. Motion carried.

Motion by Vanness, seconded by Nolte to approve an ABD License for Hampton Country Club. All ayes. Motion carried.

Motion by Nolte, seconded by Vanness to approve a Resolution Setting a Moratorium on C-WEC Construction Permits. The resolution reads as follows:

RESOLUTION #2022-20 MORATORIUM ON C-WEC CONSTRUCTION PERMITS

WHEREAS, Iowa Code Section 331.302(10)(a) requires a county to compile ordinances every 5 years, and the County currently does not have a specific commercial wind energy conversion (C-WEC) ordinance; and

WHEREAS, the Board of Supervisors has learned that several wind energy companies is seeking easement rights from land owners in regions of Franklin County; and

WHEREAS, Franklin County has three C-WEC "farms" which have been the source of citizen complaints; and

WHEREAS, the County has an interest in preventing and abating any resulting nuisance from decommissioned commercial wind turbines through more robust decommissioning requirements; and

and until May 31st, 2022; or upon the passing of an ordinance in relation to C-WEC development (whichever comes first), on C-WEC conditional use permit applications and building permits for the purpose of drafting and adopting any necessary and proper revisions to the C-WEC ordinance.

Roll call vote was as follows, Ayes: McVicker, Nolte, Vanness. Motion carried and resolution duly adopted.

There was discussion regarding the re-evaluation of Mileage Reimbursement due to rising fuel costs. The Supervisors recognized the concerns of employees with rising costs. After discussion, they decided they want to see what happens over the next couple months.

Motion by Vanness, seconded by Nolte to table the re-evaluation until May 1st. All ayes. Motion carried.

Motion by Vanness, seconded by Nolte to adjourn at 12:16PM until Monday, March 14th, at 8:30AM at the Franklin County Courthouse. All ayes. Motion carried.

ATTEST: Gary McVicker, Chairman Katy A Flint, Auditor & Clerk to the Board

Publication List by Vendor/Description

Table listing various vendors and services such as Ahlers & Cooney PC, Adam Akers, Alliant Energy, Amazon Capital Services, Auto Parts, Mary Barnhart, Terry Bents, Colette Bruns, Butch Gruelke, Calhoun Burns & Assoc, Capital Sanitary Supply, Central IA Detention, Central Iowa Distributing, Central Salt, CenturyLink, Chemsearch, Cintas, Cintas First Aid, Ashley Clausen, Comm Resource Ctr, Counsel, Counsell-Woodley, Culligan Dept 6680, Dollar General, Dons Truck Sales, E & E Repair, Electronic Engineering, Mary Jane Etnier, Fareway, Katy Flint, Forestry Suppliers, Secondary Rds, Franklin Co Sheriff, Franklin General Hospital, Franklin REC, Galls LLC, Giddings Signs, Greater Franklin Co Chamber, Hampton Hardware, City of Hampton, Hawkeye West Pest Cntrl.

Table listing various vendors and services such as Angie Hayner, Henry M Adkins & Son, Herberger Construction, Hlway Truck Equipment, Holiday Inn, IA Division of Labor, Iowa Fence Inc, Iowa Health Care Assn, ILEA, Iowa One Call, Elaina Johns, Deb Jones, Keystone Labs, Randy Kinke, City of Latimer, Lawson Products, Linda's Sewing Room, Mail Services, Marshall Const, Martin Marietta, Ingrid McCulley, Gary McVicker, Shirley Mejia, Mid-America Publishing, Deb Miller, Mitchell Co Sheriff, NAPA, North Central Intl, N Central Bldg Sup, Office Depot, OnTrack, Petroblend Corp, Pitney Bowes, Quill Corp, Reliable 1, River City Comm, Ashly Roberts, Rockwell Coop Tele, Megan Roelfs, Debra Sabin, Safe Fleet, Marla Schipper, Carter Seidel, Parker Seidel, Society of Land Srvys, Staples Advantage, Staples Credit, Stericycle Inc, Titan Energy, Tool Hub, Top Quality Mfg, Truck Center Co, Ike Urbe, US Cellular, USPS, Chris Vanness, Verizon, Verizon, Visa, Wabte Mgmt, West Paper Co, Jim Wessels, Wet Pet Outlet, Wex Bank, Collette Wiarda, Karen Zander, Grand Total, End of Report

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