## **BOARD OF SUPERVISORS MEETING**

## **Meeting Notice**

**Tama County Board of Supervisors** 

Mon., Dec. 15, 2025

Meetings may also be available online for viewing and/or participating in by clicking the below link barring no power, internet, or equipment failure or other unforeseen circumstances. Meetings will still be held if there is no electronic availability.

## Click here to join meeting

## **Agenda Schedule**

\*\* Agenda is not printed in any particular order, only time specific items will be addressed at certain times

8:30AM Call to Order, Pledge of Allegiance Approve agenda Public comments-This time is set aside for public comments on County business topics. To be recognized raise your hand or stand. After recognition by the Chair, state your name and address. You may speak one time per issue. If the comment is for an item not on the agenda, please understand the Board of Supervisors will not act on your comments at this meeting due to the Open Meetings Law requirements but may do so at a future board meeting by placing it on the agenda. The Chair and Board members welcome comments from the public; however, all comments must be directed to the board and not others in attendance; keep your comments germane; it is not appropriate to use profane, obscene, or slanderous language. No personal attacks will be allowed. The Chair may limit each speaker to three minutes. Discuss/Approve 12/8/25 regular minutes and 12/8/25 special minutes Engineer-road projects report Discussion/possible action on Utility Permit for Grundy County REC Discussion/possible action on purchase agreement & easement documents on purchasing additional right of way from Wayne Rayman on E44 bridge replacement project no. BRS-C086(118)--60-86 and authorize chairman to sign documents Discussion/possible action on purchase agreement & easement documents on purchasing additional right of way from Steven Kesl on E44 bridge replacement project no. BRS-C086(118)--60-86 and authorize chairman to sign documents Discussion/possible action to send letter/bill to Union Grove Lake property owner for yard cleanup charges Discussion/possible action for a budget amendment for the zoning/weed departments Discussion/approve claims Public comments **New Business:** Discussion/possible action: Supervisor reports Adjourn

## Board of Supervisors Minutes December 8, 2025

The Tama County Board of Supervisors met at 8:30 a.m. December 8, 2025. Present: 1st District Supervisor, Curt Hilmer; 2nd District Supervisor, David Turner; 3rd District Supervisor, Heather Knebel; 4th District Supervisor, Mark Doland and 5th District Supervisor, Curt Kupka. Also, Tama County Auditor, Karen Rohrs, and members of the public.

The Pledge of Allegiance was recited.

Motion by Turner, seconded by Kupka to approve the agenda. Discussion: None. All voted aye. Motion carried.

Public Comments: There were no comments from the public. Public comment time closed at 8:31 am.

Motion by Knebel, seconded by Hilmer to approve the minutes of the December 1<sup>st</sup> regular meeting. Discussion: None. All voted aye. Motion carried.

The Board met with Ben Daleske, Tama County Engineer, to get a road projects report. Daleske also presented three utility permits for Windstream Iowa Communications, LLC that are located in the City of Chelsea. Motion by Kupka, seconded by Turner to approve the three utility permits and to approve the chairman to sign the permits. Discussion: None. All voted aye. Motion carried.

Roger Bradley had approached the Tama County Treasurer regarding a tax abatement on parcel 1427404016. He is a veteran and is requesting that the Board abate his taxes 100%. Mr. Bradley was not at the meeting today. No action was taken.

Jim Roan gave an update on the bandstand project and of a future project for a pocket park. Katherine Ollendieck, City of Toledo Economic Development Director, and Jim Roan presented a 28E Agreement to the Board. The agreement concerns the bandstand, which is owned by the City of Toledo but located on the courthouse lawn, property owned by the county. Motion by Turner, seconded by Knebel to approve the 28E agreement between the City of Toledo and the county and to approve the chairman and auditor to sign the agreement. Discussion: None. All voted aye. Motion carried.

Julie Scadden from the Tama County Essential Service Advisory Board has submitted a Tama County EMS Trust Fund Distribution Policy for the Board to consider. Motion by Hilmer, seconded by Turner to approve the Tama County EMS Trust Fund Distribution Policy. Discussion: Doland had asked who the final say of the funds were. Scadden stated that the Board of Supervisors are who have the final say. All voted aye. Motion carried.

Scadden also presented a Tama County Essential Service Advisory Council Operating Charter for the Board to review and possibly approve. She stated that an attorney had reviewed the operating charter. Motion by Knebel, seconded by Turner to approve the Tama County Essential Service Advisory Council Operating Charter. Discussion: None. All voted aye. Motion carried.

The Board received notification from the Tama County 911 Communications Director asking the Board for their appointments to the Tama County 911 Service Board for the 2026 calendar year. Motion by Knebel, seconded by Doland to appoint Supervisor Turner as the Tama County 911 Service Board primary designee and Supervisor Kupka as the alternate designee. Discussion: None. All voted aye. Motion carried.

Doland explained why the county received a contract from Region 6 to develop a Comprehensive Land Use Plan that is in compliance with the Iowa Code. Motion by Doland, seconded by Hilmer to direct the zoning commission to continue to work on the Tama County Comprehensive Land Use Plan and re-address this contract with Region 6 after the legislative session. Discussion: None. All voted aye. Motion carried.

Paul Greufe, HR Consultant, had contacted Health Gauge—who had previously provided wellness and preventative services to county employees and their spouses—to request a quote for offering those services again. He subsequently received a proposal from Health Gauge. Motion by Hilmer, seconded by Knebel to approve the Health Gauge proposal for the Cardiogauge & Biogauge non-fasting package for \$185 per participant. Discussion: None. All voted aye. Motion carried.

The Board spoke by phone with Skip Lowe and Lacey Anderson from North Risk Partners to discuss short and long term disability benefits for county employees. Skip and Lacey will come back to the board once they have figures of what short and long term disability coverage may cost.

Motion by Turner, seconded by Kupka to approve the claims for payment as presented in the amount of \$406,175.87. Discussion: The claims are a little higher this week due to the quarterly payment to 911 from the board of supervisors. All voted aye. Motion carried.

Public Comments: There were no comments from the public. Public comment time closed at 10:07 am.

#### New Business:

Supervisor Turner gave updates regarding IT issues, what has been spent and what remains for ARPA funds regarding IT purchases, and updates about the new phone system process.

The Board held an IPIB (Iowa Public Information Board) training to review open meetings and public records laws.

Motion by Knebel, seconded by Turner to adjourn the meeting. All voted aye. Motion carried. Chairman Doland adjourned the meeting at 11:42 am.

These minutes are intended to provide a summary of the discussions and decisions made during the Board of Supervisor meeting. For the most accurate and comprehensive record, please refer to the audio recording of the meeting that can be provided upon request at the auditor's office.

# Tama County Board of Supervisors - Weekly Engineer's Office Report

December 15<sup>th</sup>, 2025

Update on Winter Storms.

This week looks to be a nice week for us to mix salt and sand.

Purchase agreements for E44 Culvert Replacement Project.

## TAMA COUNTY UTILITY PERMIT APPLICATION

This is a Utility Permit Application for telecommunications, electric, gas, water and sewer utilities. The applicant agrees to comply with the following permit requirements. Compliance shall be determined by the sole discretion of the County Engineer as deemed necessary to promote public health, safety and the general welfare. These requirements shall apply unless waived in writing by the County Engineer prior to installation.

Applicant Name: Grundy County REC	_
Street Address: 303 North Park Ave	
City, State & Zip Code: Grundy Ceneter, Iowa, 50638	_
Telephone Number: (319)824-5251	
Contact Person: Tony Sienknecht	

- 1. <u>Location Plan</u>. An applicant shall file a completed location plan as an attachment to this Utility Permit Application. The location plan shall set forth the location of the proposed line on the secondary road system and include a description of the proposed installation.
- 2. <u>Written or Verbal Notice</u>. At least two working days prior to the proposed installation, an applicant shall file with the County Engineer a notice stating the time, date, location and nature of the proposed installation.
- 3. <u>Inspection</u>. The County Engineer shall provide a full-time inspector during all permitted work done by a third party contractor. The inspector shall have the right, during reasonable hours and after showing proper identification, to enter any installation site in the discharge of the inspector's official duties, and to make any inspection or test that is reasonably necessary to protect the public health, safety and welfare. The cost of providing this inspection service shall be paid by the permit holder upon submission by Tama County of a bill for such services. All requirements listed in <u>4</u>. <u>Requirements</u> shall be met (less written exemptions) regardless of whom actually performs the work.
- 4. Requirements. The installation inspector shall assure that the following requirements have been met:
  - A) Construction signing shall comply with the Manual on Uniform Traffic Control Devices.
  - B) Depth The minimum depth of cover shall be as follows:

    Telecommunications...36" Electric......48"

    Gas.......48" Water......60" Sewer......60"

    If the utility is installed in the road ditch and if the ditch has silted in above the original flowline, add the depth of silting to the "minimum depth" to obtain the required depth in a particular location.
  - C) The applicant shall use reference markers in the right of way ("R.O.W.") boundary to locate line and changes in alignment as required by the County Engineer. A permanent warning tape shall be placed one (1) foot above all underground utility lines.
  - D) All tile line locations shall be marked with references located in the R.O.W. line.
  - E) No underground utility lines shall cross over a crossroad drainage structure.
  - F) Residents along the utility route shall have uninterrupted access to the public roads. An all-weather access shall be maintained for residents adjacent to the project.
  - G) A joint assessment of the road surfacing shall be made by the applicant and the County Engineer both before and after construction. After construction, granular surfacing shall be added to the road by the applicant to restore the road to its original condition. After surfacing has been applied, the road surface shall be reviewed by the County Engineer (after the road has been saturated), to determine if additional surfacing on the roadway by the applicant is necessary.

- H) All damaged areas within the R.O.W. shall be repaired and restored to at least its former condition by the applicant or the cost of any repair work caused to be performed by the County will be assessed against the applicant.
- I) Areas disturbed during construction which present an erosion problem shall be solved by the applicant in a manner approved by the County Engineer.
- J) All trenches, excavations, and utilities that are knifed shall be properly tamped.
- K) All utilities shall be located between the bottom of the backslope and the bottom of the foreslope, unless otherwise approved in writing by the County Engineer prior to installation.
- L) Road crossings shall be bored. The minimum depth below the road surface shall match the minimum depth of cover for the respective utility. All entrances with culverts shall either be bored or, the utility shall be placed at least 24" below the bottom elevation of the culvert.
- 5. <u>Non-Conforming Work</u>. The County Engineer may halt the installation at any time if the applicant's work does not meet the requirements set forth in this Utility Permit.
- 6. <u>Emergency Work</u>. In emergency situations, work may be initiated by an applicant without first obtaining a Utility Permit. However, a Utility Permit must be obtained within fourteen (14) days of initiation of the work. All emergency work shall be done in conformity with the provisions of this ordinance and shall be inspected for full compliance.
- 7. <u>County Infraction</u>. Violation of this permit is a county infraction under Iowa Code section 331.307, punishable by a civil penalty of \$100 for each violation or if the infraction is a repeat offense a civil penalty not to exceed two hundred dollars for each repeat offense. Each day that a violation occurs or is permitted to exist by the applicant constitutes a separate offense.
- 8. <u>Hold Harmless</u>. The utility company shall save this County harmless of any damages resulting from the applicant's operations. A copy of a certificate of insurance naming this county as an additional named insured for the permit work shall be filed in the County Engineer's office prior to installation. The minimum limits of liability under the insurance policy shall be \$1,000,000.
- 9. <u>Permit Required</u>. No applicant shall install any lines unless such applicant has obtained a Utility Permit fro the county Engineer and has agreed in writing that said installation will comply with all ordinances and requirements of the County for such work. Applicants agree to hold the County free from liability for all damage to applicant's property which occurs proximately as a result of the applicant's failure to comply with said ordinances or requirements.
- 10. <u>Relocation</u>. The applicant shall, at any time subsequent to installation of utility lines, at the applicant's own expense, relocate or remove such lines as may become necessary to conform to new grades, alignment or widening of R.O.W. resulting from maintenance or construction operations for highway improvements.

DATE 12/4/2025	Grundy County	REC	BY Tony Sienknecht	
	NAME OF COMPA	ANY		
RECOMMENDED FO	R APPROVAL:		·	
DATE				•
APPROVAL:	·	TAMA COU	NTY ENGINEER	
DATE	· · · · · · · · · · · · · · · · · · ·	CHAIRPERSON, T	AMA COUNTY BOARD OF SU	PERVISORS

Adopted by Resolution 9-22-92A

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