

September 3, 2026

The Poweshiek County Board of Supervisors met in regular session at 8:30 a.m. Members present: Jeff Tindle, Jacki Bolen, and Jason Roudabush. Also present: Lyle Brehm, Engineer.

Moved by Bolen, 2nd by Tindle to approve agenda. 3 ayes. Motion carried.

Moved by Tindle, 2nd by Bolen to approve August 31, 2026, board minutes. 3 ayes. Motion carried.

Moved by Bolen, 2nd by Tindle to approve liquor license renewal for Kwik Star, Brooklyn. 3 ayes. Motion carried.

Moved by Tindle, 2nd by Bolen to approve plans for bridge replacement on 240th Street, over Walnut Creek, Section 1, Jefferson Township. 3 ayes. Motion carried.

Moved by Bolen, 2nd by Tindle to approve Resolution #2027-9, a transfer from Urban Renewal #4 to Secondary Roads. 3 ayes. Motion carried.

Resolution #2027-9

WHEREAS certain debt was created by an internal loan advance for Poweshiek County Urban Renewal #4 – Road Improvements in the amount of \$1,011,282.

WHEREAS TIF tax dollars have been collected within the Urban Renewal Area in an amount to pay back the internal loan advance.

BE IT RESOLVED this 3 day of September 2026 to approve the following fund transfer for FY'27 as follows:

- Poweshiek County Urban Renewal #4 to Secondary Road \$100,993

FURTHER, the Poweshiek County Board of Supervisors direct the Poweshiek County Auditor to transfer the amount above in the county financial system.

Dated this 3 day of September 2026.

POWESHIEK COUNTY BOARD OF SUPERVISORS

Jason Roudabush, Chair

Jacki Bolen, Vice-Chair

Jeff Tindle, Member

Attest: Melissa Eilander, Poweshiek County Auditor

Moved by Tindle, 2nd by Bolen, to approve certificate of appointment to reassign Joseph Meyer to Deputy Sheriff, effective date of reassignment, August 11, 2026. 3 ayes. Motion carried.

Moved by Bolen, 2nd by Tindle, to approve certificate of appointment to reassign Kaylene Robison to Jail Administrator/Dispatch Supervisor, effective date of reassignment, August 11, 2026. 3 ayes. Motion carried.

Moved by Tindle, 2nd by Bolen, to approve certificate of appointment to reassign Michelle Atcher to Assistant Jail Administrator/Dispatch Supervisor effective September 5, 2026. 3 ayes. Motion carried.

Board reviewed draft of the AI Policy for the county. Moved by Bolen, 2nd by Tindle to approve the AI Policy for Poweshiek County. 3 ayes. Motion carried. Board directed the Auditor to provide a copy of the policy to all county employees.

Board reviewed draft of the Accounts Payable Policy & Procedures. Moved by Tindle, 2nd by Bolen to approve Resolution #2027-8 adopting and approving the Accounts Payable Policy. 3 ayes. Motion carried. Board directed the Auditor to provide a copy of the policy to all county department heads/elected officials.

RESOLUTION 2027-8

ADOPTING ACCOUNTS PAYABLE POLICY

WHEREAS, pursuant to Iowa Code Chapter 331 (County Home Rule Implementation), the Board of Supervisors has the authority to manage county funds, property, and financial transactions; and

WHEREAS, Iowa Code Section 331.506 designates the County Auditor as the financial officer responsible for receiving, examining, and auditing all claims against the county before they are presented to the Board of Supervisors; and

WHEREAS, Iowa Code Section 331.552 governs the County Treasurer's duty to disburse county funds only upon valid warrants or checks drawn and signed by the County Auditor; and

WHEREAS, the Board of Supervisors recognizes the necessity of maintaining sound internal controls, clear segregation of duties, proper spending authorization metrics, and uniform procedures for invoice submission to ensure public transparency and prevent fraud; and

WHEREAS, an updated Accounts Payable Policy has been drafted in compliance with state auditing standards and reviewed by the County Auditor's office.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Poweshiek County, Iowa, that the attached Poweshiek County Accounts Payable Policy & Procedures is hereby approved and adopted in its entirety.

All elected officials, department heads, and county employees are directed to strictly adhere to the policy.

This resolution and the accompanying policy shall take effect immediately upon its passage.

PASSED, ADOPTED, AND APPROVED this 3 day of September 2026.

POWESHIEK COUNTY BOARD OF SUPERVISORS

Jason Roudabush, Chair

Jacki Bolen, Vice Chair

Jeff Tindle, Member

Attest: Melissa Eilander, Poweshiek County Auditor

Board discussed updating the capital asset policy and inclement weather policy. There is still work to be completed for capital asset policy so Auditor will continue to update and provide the draft at a later board meeting. Bolen is working on updating the inclement weather policy, and this will be discussed at the next board meeting.

Board reviewed the county ordinances to indicate which ordinances should be recodified, and which could be repealed. Notice of hearing date on recodification of the ordinances will be posted upon completion of final review and necessary paperwork.

Board discussed updates to county personnel policy. Auditor Eilander will reach out to all department heads/elected officials to set up a meeting for all to review the personnel policy and to bring any suggested changes.

Moved by Tindle, 2nd by Bolen at 11:00 a.m. to adjourn.

Melissa Eilander, Poweshiek County Auditor

Jason Roudabush, Chairman