

- 7. Amendments. Terms of this Agreement may be amended only by a written Agreement executed by all Parties.
- 8. Addition of Entities: An entity may join this Agreement upon the approval of all Parties and this Agreement shall be amended accordingly.
- 9. Distribution of Property: Upon termination of this Agreement, any property acquired to carry out the terms of this Agreement shall be distributed to the Parties based on their financial contribution to the acquisition of such property, to the extent reasonably practicable.
- 10. Notices. Notice under this Agreement is effective if given in writing by United States Mail, postage prepaid, certified or registered with return receipt requested, addressed to: (to the County): Attention County Auditor, 301 E. Main, Room 210, Manchester, IA, 52057; (to the City): Attention City Manager, 208 East Main St., Manchester IA 52057.
- 11. Interpretation and Enforcement. Interpretation and enforcement of the Agreement shall be in accordance with Iowa law, including Chapter 28E and Chapter 29C of the Code of Iowa, and statutes respecting the rights and responsibilities of political subdivisions.
- 12. Severability. If a provision shall be finally declared void or illegal by any court or administrative agency having jurisdiction over this Agreement, the entire Agreement shall not be void, but the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the Parties.
- 13. Entire Agreement. This Agreement sets forth all of the covenants, promises, agreements, and conditions among the Parties concerning joint emergency response communications services, and there are no other covenants, promises, agreements or conditions, either oral or written, among them. This Agreement abrogates all previous Agreements on this subject including but not limited to those filed with the Iowa Secretary of State's Office.
- 14. Upon execution, the County shall file this Agreement with the Iowa Secretary of State's Office.
- 15. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute the same instrument.

CITY OF MANCHESTER
 Dated this 11th day of March, 2024
 By: Connie Behnken, Mayor
 Attest: Erin Learn, City Clerk,
DELAWARE COUNTY
 By: /S/ Pete Buschmann, Chairperson
 Delaware County Board of Supervisors
 Attest: /S/ Carla K Becker, County Auditor
 All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the following Memorandum of Understanding:

MEMORANDUM OF UNDERSTANDING

The City of Manchester, Iowa ("the City") and Delaware County, Iowa ("the County") (collectively "the Parties") each of which is a municipal corporation organized under Iowa law.

WHEREAS, the parties have entered into a 28E Agreement for Emergency Communication services to begin no later than April 1, 2024;
WHEREAS, the County Sheriff's Office shall be responsible for administering the 28E Agreement and is becoming the employer of record effective April 1, 2024 for all dispatchers formerly employed by the City; and
WHEREAS, the Parties have conferred and have agreed to create a Memorandum of Understanding ("MOU") to memorialize the terms of agreement on the transfer of the dispatcher employees from the City to the County.

The terms of the transfer are as follows:

- i. That the current dispatchers shall continue to perform their same essential job functions as set forth in their current job descriptions with the City, with no additional duties related to the County's jail, except performing duties for "access control," for at least twelve (12) months, unless an employee chooses to apply for a dispatcher/jailer position or is mandated to be a certified jailer by the State of Iowa.
- ii. That the lead dispatcher position shall, for a period of at least twelve (12) months, retain the same level of authority and responsibility as the position holds as of the date the parties execute this Agreement.
- iii. That the County will provide health insurance for employees effective May 1, 2024.
- iv. That the dispatchers may transfer from the City to the County any accrued but unused personal day(s) and those can be carried over into the next fiscal year. This cost shall be budgeted by the County and shall be paid through the 28E's formula (as set forth in paragraphs 5(b) and (d)). Effective April 1, 2024, the dispatchers shall follow the personal leave usage procedures contained in the Delaware County Employee Personnel Policies.
- v. That the dispatchers may transfer their earned but unused sick leave to the County on their date of separation from the City's employment. This cost shall be budgeted by the County and shall be paid through the 28E's formula (as set forth in paragraphs 5(b) and (d)). Effective April 1, 2024, the dispatchers shall follow the sick leave usage procedures contained in the Delaware County Employee Personnel Policies.
- vi. That the dispatchers may transfer up to eighty (80) hours of earned but unused vacation leave to the County on their date of separation from the City's employment. This cost shall be budgeted by the County and shall be paid through the 28E's formula (as set forth in paragraphs 5(b) and (d)). Effective April 1, 2024, all dispatchers shall follow the vacation usage procedures contained in the Delaware County Employee Personnel Policies.
- vii. That the dispatchers shall transfer over to the County their anniversary date from their employment with the City, which will be used as their seniority or years of service date at the County.
- viii. Effective April 1, 2024, dispatch employees shall be placed on the wage matrix and receive an hourly rate consistent with their years of service:

Starting	Step 1 After 6 mo.	Step 2 After 1 yr	Step 3 After 2 yr	Step 4 After 3 yr	Step 5 After 4 yr	Step 6 After 5 yr
\$23.95	\$24.22	\$24.51	\$24.79	\$25.08	\$25.36	\$26.15

- ix. Effective July 1, 2024, dispatch employees shall be placed on the wage matrix and receive an hourly rate consistent with their years of service:

Starting	Step 1 After 6 mo.	Step 2 After 1 yr	Step 3 After 2 yr	Step 4 After 3 yr	Step 5 After 4 yr	Step 6 After 5 yr
\$24.43	\$24.70	\$25.00	\$25.29	\$25.58	\$25.87	\$26.67

- x. That the lead dispatcher's wages shall increase by 4.5% on April 1, 2024 and an additional 2.0% on July 1, 2024.
- xi. That the dispatchers and lead dispatcher, starting July 1, 2025, shall receive the hourly rate increases as set by the Board of Supervisors.
- xii. If not addressed specifically herein, that the dispatchers shall follow the Delaware County Employee Personnel Policies effective April 1, 2024.

This MOU is the entire understanding of the terms set forth above and is a separate and distinct Agreement from the 28E Agreement. This MOU does not modify or amend the 28E Agreement.

This MOU shall be interpreted and construed under the laws of the State of Iowa.

DATED this 11th day of March, 2024

Dated this 11th day of March, 2024

DELAWARE COUNTY, IOWA
 By: /S/ Pete Buschmann, Chairperson
 Delaware County Board of Supervisors
 Attest: /S/ Carla K. Becker, County Auditor
 All Ayes

CITY OF MANCHESTER, IOWA
 By: Connie Behnken, Mayor
 Attest: Erin Learn, City Clerk

Motion made by Madlom, second by Helmrichs and carried to approve the proposed plans for the construction of a storage garage at the location of the Delaware County Sheriff's Office and set Monday, April 8, 2024 at 1:15 pm as the date and time to consider bids on the construction of said facility. Sheriff LeClere stated that the building will measure 50' by 100' with the option of being steel frame or wood frame. The Delaware County Engineer's Office will post/publish said notice to bidders in all required locations. Bids shall be submitted to the Delaware County Auditor's Office by 1:00 pm on Monday, April 8, 2024. All Ayes

Motion made by Helmrichs, second by Madlom and carried to set Monday, April 8, 2024 at 1:15 pm as the date and time to consider bids for the 2024 Rock Resurfacing Project. Said project will cover 350 miles of gravel roads with 350 tons/mile and 35 miles per territory. There are 10 territories within the County. All Ayes

Motion made by Madlom, second by Helmrichs and carried to set Monday, April 8, 2024 at 1:15 pm as the date and time to consider bids received for the 2024 Pavement Marking Project. Said project will consist of painting 240 miles of road centerlines throughout the County. All Ayes

Motion made by Helmrichs, second by Madlom and carried to approve the hiring of Casey Snyder as a Seasonal Roadside Mower for the Secondary Roads Department beginning Monday, April 1, 2024. Mr. Snyder will be paid \$22.88 per hour. All Ayes

ENGINEER'S REPORT – Delaware County Engineer Rafe Koopman stated that a bid letting was held by the Iowa DOT for the overlay project on State Hwy 20 from the City of Delaware into Dubuque County. Included within said bids was the paving of at-grade-side road intersections and the paving of fillets at the entrance to Delaware County roadways along said project. The bid came in at \$50,204.00 which was under the estimated cost for said project.

NEXT MEETING – The next regular session of the Board of Supervisors will be held on Monday, March 18, 2024 at 1:15 p.m.

PUBLIC COMMENTS – None.

There being no further business before the Board, Chairperson Buschmann asked for a motion to adjourn.

Motion made by Madlom, second by Helmrichs and carried to adjourn the meeting at 1:45 p.m. All Ayes

The Board adjourned to the Main Courtroom on the Upper Level of the Courthouse to attend the awards ceremony for Manchester's Lead Dispatcher Jessica Kelly and Hopkinton residents Scott Fjelstul and Nick Bossard which was scheduled for 2:00 p.m. Delaware County Emergency Management Coordinator Mandy Bieber gave the following presentations:

On Tuesday, November 7, 2023, the Delaware County Communications Center became aware of a shooting in Monticello, Iowa. Lead Dispatcher Jessica Kelly was the only dispatcher on duty that day. Information was received that the suspect was armed and that his vehicle was in the Hopkinton area. A deputy arrived on scene and radioed in "shots fired".

It became very chaotic in the Communications Center very quickly. Lead Dispatcher Kelly handled all the incoming information, radio traffic from officers from six (6) different agencies, and Emergency Medical Services single-handedly. She never lost track of any of the responders and she always knew exactly what was being asked of her.

Lead Dispatcher Kelly handled the entire situation with professionalism, calmness, and control. For this reason, we are proud to award Lead Dispatcher Jessica Kelly with the Delaware County Medal of Merit. Manchester Police Chief James Hauschild presented Dispatcher Kelly with her Medal of Merit.

On November 7, 2023, citizens Schott Fjelstul and Nick Bossard called in a suspicious vehicle in the City of Hopkinton. What they did not know at the time was that the person in the vehicle was a suspect in a homicide that had earlier taken place in Jones County. Law enforcement responded to the tip and the suspect was taken into custody.

Without the support of our local citizens, law enforcement is at a distinct disadvantage. Without the information from these citizens, more lives would have been in danger. This incident highlights the importance of "See Something – Say Something".

The Delaware County Board of Supervisors presented citizens Scott Fjelstul and Nick Bossard with the Delaware County Citizen Recognition Award.

These minutes have been read and approved for publication.

/S/ Pete Buschmann, Chairperson
 3-20

/S/ Carla K. Becker, County Auditor

Tips to educate young adults to be smart about credit

Credit is a necessary component of doing business in the modern world. The credit reporting agency Experian defines credit as the ability to borrow money or access goods or services with the understanding that a person will pay later. Various creditors grant credit based on their confidence that a borrower will repay what is owed.

Many adults learn about credit through trial and error. Financial literacy is not taught in many schools, although lots of people feel it merits space alongside literature, math, science and other subjects. A recent NextGen study found only one in six high school students are required to take a personal finance class in the United States. In addition, a survey conducted in 2018 by Chase bank found only one-third of Americans were taught what a credit score is by their parents.

It is essential that guardians share information about credit with young adults to help them be financially solvent and successful later in life. Here are some ways to help young adults learn about credit.

Start with credit basics

Speak generally about credit and how it is used. Then explain credit scores, credit bureaus and credit reports. A credit history and credit score is important information for young adults to have early on and check frequently, as having good credit improves the chances they will qualify for loans and earn acceptable terms in the future.

Help them build credit

Having one or more credit accounts can help a person establish and build credit by making payments on time. Credit card companies often advertise student and secured credit card accounts that come with small or managed credit limits. Making purchases on the cards and paying them in full every month is the best way to improve a credit score or maintain a good one, says the Consumer Financial Protection Bureau. Another way teens can build credit is through their student loans. Making small payments on the principal while in school can help establish a strong credit history.

Check their credit reports

The Federal Trade Commission recommends checking a child's credit score around the age of 16 or 17. This will help families figure out if there are any anomalies that may indicate identity theft or inaccurate credit issues.

Know the formula for good credit

Forbes says there are five categories that add up to good credit:

1. Payment history (35%): Always pay bills on time.
2. Amounts owed (30%): Borrow a low amount compared to the total lines of credit. This also is known as credit utilization.
3. Length of credit history (15%): Keeping accounts open for a long time is a win.
4. New credit (10%): Do not apply for too much new credit too often.
5. Credit mix (10%): Having a balance of different types of credit, such as car loans, credit cards and other types of debt, is advantageous.

Share your own experiences

Sometimes the best way to teach about credit is to be honest about what a parent or another adult did wrong with his or her finances, and use that as a "what not to do" scenario.

It is important for young adults to learn about credit so they can make smart choices that will positively affect their future. Although talking finances may be uncomfortable, it is vital for families to have these discussions.

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