

TOWNSHIP TRAINING and TOWN HALL AGENDA
Monday, January 8th, 2018

Woodbury County Township Trustees & Clerks Training
The Rocklin Conference Center B174
Western Iowa Tech Community College Campus

5:00 PM WELCOME

5:05 PM LEGAL RESPONSIBILITIES OF TOWNSHIP CLERKS & TRUSTEES
Pat Gill, Woodbury County Auditor and Recorder

- General Duties – State of Iowa Code Review - Iowa Open Meetings Law
- Fire and Emergency Services & Contracts – Requirements
- Fence Issues – Requirements & Fence Viewing Procedure, Forms
- Cemeteries – Changes in Code i.e. Reporting, Perpetual Care

5:30 PM FINANCIAL RESPONSIBILITIES
Michelle Skaff, Deputy County Auditor

- Budget Process
- Claims
- Financial Report

5:45 PM LEGAL RESOURCES
Joshua Widman, Assistant County Attorney

- Legal Advice
- Bond/Insurance Coverage

6:00 PM DINNER

6:30 PM TRAINING WRAP UP

TOWN HALL MEETING
Woodbury County Board of Supervisors, Mayors and Councils and Township Officials

7:00 PM Welcome
Woodbury County Chairperson

7:05 PM Emergency Services/Paramedic Coverage Proposal
Gary Brown, Woodbury County Emergency Services Director

7:30 PM Methods of Payment
Dennis Butler, Woodbury County Budget/Tax Analyst

Adjourn