

Present: Jeff Quastad, Chair
Tim Schumacher, Vice-Chair
John Pluth
Todd Glasnapp
Lisa K. Hansen

Absent:

Meeting ID: 841 1120 5521

Passcode: 224792

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Quastad, Chair, called the meeting to order. All in attendance recited the Pledge of Allegiance. Motion by Pluth, second by Hansen to approve the minutes from last week's meeting, also approving them for publication. All ayes, motion carried.

During Public Forum, Hansen reported that Deb Seylar has declined the appointment to the Early Childhood Board and Hansen reported on the Early Childhood meeting she attended. The Board will research other appointment avenues. Hansen also reported that Jerry Steinberger who has served on the Armstrong Benefited Fire District Board, also has declined reappointment. Appointment to the Armstrong Benefited Fire Department Board will be put on next week's agenda.

Emmet County Attorney, Melanie Summers Bauler joined the meeting and reported to the Board that her and Supervisor Hansen attended last night's Armstrong City Council meeting. She reported that Chief Merrill was put on unpaid suspension last night and that Clerk Lange was put on unpaid leave. She also reported that Mayor Greg Buum has resigned. Sheriff Martens will continue to cover law enforcement in Armstrong 24/7 and that the next step for law enforcement in Armstrong will be looked at after the City deals with budgets and payroll issues.

If the City of Armstrong does not appoint a new member to the City Council, then a special election would be needed. The appointment would only be until November's regular combined city/school election.

Auditor Sathoff has been working with Armstrong City Council members on the Max Tax Levy publication and budget along with Beth Burton from the City of Estherville and Ted Nellesen of the Iowa Department of Management.

Quastad asked Summers Bauler's opinion on the Memorandum of Understanding that is later on the agenda. Summers Bauler briefly reviewed as Auditor Sathoff explained the Memorandum of Understanding between the Office of the Chief Information Officer of the State of Iowa (OCIO) and Emmet County. IT Director, Lisa Rosburg has taken advantage of many free security equipment and programs offered by the OCIO and this memorandum is required to continue with the programs. The document clearly defines the relationship between all parties involved and what responsibilities each has.

Emmet County Engineer, Walter Davis-Oeth joined the meeting telephonically via Zoom. Dan Burton from the County Engineer's office also joined the meeting along with Emmet County Weed Commissioner, Bryan Kruse. The Board reviewed the proposed change to the spraying policy prepared by B&W Control Specialist's Don Reefer. The consensus of the Board was to proceed with the early application program with an option for fence line treatment later. Davis-Oeth said that no motion was needed today to approve and that they will proceed with the consensus.

Burton introduced Resolution 21-07, Sign Replacement Program for Cities & Counties with the Iowa Department of Transportation. This program could approve up to \$10,000 per year for sign replacements.

Motion by Schumacher, second by Pluth to adopt Resolution 21-07 as follows:

IOWA DEPARTMENT OF TRANSPORTATION
AGREEMENT / RESOLUTION
Sign Replacement Program for Cities & Counties
(SRPFCC)
ver 11.03.20

Applying as (check one):
 City
 County

RESOLUTION NO. 21-07

WHEREAS the City/County of Emmet, recognizes the importance of maintaining the regulatory, warning, and school area signs on the road system in conformance with the Manual on Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, and

WHEREAS a review of signs has been conducted by the City/County of Emmet, or its agent to identify deficiencies in those signs eligible for replacement under the rules of the program, and

WHEREAS the Iowa Department of Transportation will reimburse up to \$10,000 per county and \$5,000 per city for conforming regulatory, warning, and school area signing materials for the replacement of existing signs to the City/County of Emmet, and

WHEREAS it is understood that applications will be considered in order of receipt and will be limited to replacing eligible regulatory, warning, and school area signs. See, "Signs eligible for SRPFCC".

NOW THEREFORE BE IT AGREED BY THE IOWA COUNTY OR CITY COUNCIL OF Emmet, THAT:

The City/County is hereby directed to submit the grant application and request for signing materials to replace signs that have been identified as deficient in their review. This application is to be submitted to the Iowa Department of Transportation's Program Coordinator for the Sign Replacement Program for Cities & Counties, and

BE IT FURTHER RESOLVED THAT:

A) All signing materials must be ordered within 90 days of application approval.

B) All signing materials will be installed by the City/County of Emmet, within 180 days after the sign materials are furnished, and,

C) All signs will be installed in compliance with the Manual of Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, as adopted per Iowa Administrative Rules 761, Chapter 130, and,

D) The City/County of Emmet, will certify in writing to the Department of Transportation's Program Coordinator within 30 days after the sign materials and/or signs have been installed.

- E) The City/County of Emmet, recognizes that submission of this agreement along with an application, requesting signs and sign posts, represents approval by the city/county to participate in the Sign Replacement Program for Cities & Counties.
- F) Cities and counties not complying with the SRPFCC rules will be prohibited from applying for the program for two years.
- G) Application must be approved by Iowa DOT prior to ordering signs. Only signs and posts that are approved on the application will be eligible for reimbursement. Costs associated with sign/post installation are not eligible for reimbursement.
- H) Reimbursement, up to the program maximum, will be sent to the grantee AFTER:
• the signs/posts have been installed.
• the IA DOT receives a copy of the sign-order invoice.
• the IA DOT receives proof of payment (Reimbursement Certification).
- I) Requests for reimbursement must be made within one-year from the date that the SRPFCC application was approved by the Iowa Department of Transportation. After one-year, all claims for reimbursement will be forfeited.

This agreement must be signed by the applicant within 60 days prior to application submission.

PASSED AND APPROVED THIS 23rd DAY OF February, 2021

County Engineer / Mayor

County Board of Supervisors Chair / City Clerk

Roll Call Vote – Ayes: Glasnapp, Pluth, Hansen, Schumacher and Quastad. Nays: None. Motion carried.

Emmet County Sheriff, Mike Martens joined the meeting and explained the additional costs incurred at the new storage building. Motion by Pluth, second by Glasnapp to pay Lair Tiling & Excavation Inc. \$5,642.98 with L.O.S.S.T. Funds for the site work performed at the new storage building location. All ayes, motion carried.

The Board and Auditor Sathoff continued to discuss the previously discussed Memorandum of Understanding between the OCIO and Emmet County.

Motion by Glasnapp, second by Hansen to sign the Memorandum of Understanding with the OCIO presented by Auditor Sathoff. All ayes, motion carried.

The Board reviewed the following Drainage District Bill. Motion by Pluth, second by Glasnapp to pay by Stamped Warrant.

Drainage District	Vendor	Amount	Work Performed
ED3	Dickinson County Auditor	\$22.02	Postage

All ayes, motion carried.

Auditor Sathoff reported that she has received an email from ISAC that the \$71k in CARES funding should have been released to Emmet County last Thursday and deposited into our account. Sathoff will verify with the Treasurer and continue to research if the funding is not there.

Auditor Sathoff has not heard a date and time for the Jack Creek 23 Site visit.

The Board reviewed the Construction permit from the Iowa Department of Natural Resources for the Denmark 35 Site.

The Board reviewed the Notice of Intent to Issue a permit for the Denmark 18 Site from the Iowa Department of Natural Resources.

Motion by Glasnapp, second by Schumacher to adjourn the meeting at 9:55 a.m. All ayes, motion carried.

Amy M. Sathoff
Auditor

Jeff Quastad
Chair