

Approved Minutes Emmet County Board of Supervisor Minutes
 April 13, 2021 at 9:00 a.m.
 Regular Meeting
 Board Room, Courthouse

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

Absent:

Meeting ID: 848 0367 2143
 Passcode: 606413
 One tap mobile
 +16465588656,,84803672143#,,, *606413# US (New York)
 +13017158592,,84803672143#,,, *606413# US (Washington DC)

Quastad, Chair, called the meeting to order. All in attendance recited the Pledge of Allegiance.

Emmet County Resident Dale Breuer joined the meeting to discuss the bridge at the Jim Hall Wildlife area. Supervisor Quastad will follow up with Conservation.

Motion by Glasnapp, second by Schumacher to approve the minutes from last week's meeting with the addition of the SHIELD Contract cost, also approving them for publication. All ayes, motion carried.

During Public Forum, Glasnapp reported on the Safety Meeting yesterday and that there will be an employee CPR class on Friday.

Pluth reported on a Legislative Forum he attended at Iowa Lakes Community College on Saturday. Pluth also reported that the renovation plan for the Annex building may have to be signed off on by a certified engineer prior to getting bids on the project.

Sathoff reported that the Commercial and Industrial rollback the County currently receives from the state of Iowa will likely be eliminated during this Legislative Session.

Emmet County Weed Commissioner Bryan Kruse and Don Reefer from B& W Control Specialists joined the meeting to present the RFP and Quote Form for Proposals and Quotes on Emmet County Weed Control for Calendar Year 2021. The Contract would not exceed \$70,000 for the calendar year. Reefer will work with Allison Fisher on the notices for the newspapers. Motion by Pluth, second by Glasnapp to approve the contract. All ayes, motion carried. This will be a new approach to weed control for Emmet County in an attempt to make an improvement. Emmet County will evaluate the results later in the year.

Reefer also presented a quote for tree and brush control along approximately 1/3 of Emmet County's Drainage Districts as follows:

Ditch Number	Amount	Ditch	Amount
70	\$6,500	37	\$3,500
68	\$ 750	37 Sub Lateral 37	\$3,500
35	\$4,500	37 Lateral 65	\$2,500
26	\$1,000	37 Lateral 10	\$1,500
26A	\$1,000	37 Lateral 216	\$1,500
62	\$2,500*	EKPA 1	\$5,500
EK1	\$2,000*		

Motion by Pluth, second by Schumacher to approve the quote upon Supervisor Quastad clarifying drainage district 62 and EK 1 questions. All ayes, motion carried.

Motion by Schumacher, second by Hansen to approve the monthly claims as listed with two corrections that are listed below. All ayes, motion carried.

Page 1	ISACA DIST II AUDITORS should be ISACA	\$225.00
Page 2	STOREY KENWORTHY should be under the Board of Supervisors budget for CDs	\$ 36.46

Motion by Pluth, second by Glasnapp to approve the drainage claims. All ayes, motion carried.

Gross Pay 2021 March	322826.95
Total Gross Payroll	455394.34
County Share IPERS	28659.82
County Share FICA	18587.5
County Share Medicare	4347.07
County Share Health Ins.	80621.27

Claims Paid Prior to 04/13/2021

DATE	VENDOR	PURPOSE	AMOUNT
3/10	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$1,266.88
3/10	VISA	FUEL	\$20.89
3/19	SECURE BENEFIT SYSTEMS	FLEX BENEFIT PROGRAM	\$3,314.28
3/19	EMPLOYEE BENEFIT SYSTEMS	HEALTH INSURANCE PREMIUM	\$85,230.93
3/19	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$2,041.51
3/19	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$2,629.48

TOTAL \$94,503.97

VENDOR	DESCRIPTION	AMOUNT
911 INSTALLS LLC	REPAIR	175.00
A & M LAUNDRY INC	LAUNDRY SERVICE	150.94
ACE HARDWARE	REPAIR CREDIT	495.06
AGUIRRE, DELIA	INTERPRETER	411.17
AHLERS & COONEY, ACCOUNTING DEPT	PROFESSIONAL SERVICES	1,769.90
ALLIANT ENERGY	ARMSTRONG REPEATER	1,783.96
ALPHA WIRELESS COMM.	REPAIRS~	920.00
AMERICAN MUSCLE	Oil Change	34.83
ANDERSON, ERIC	QUALIFICATION/AMMO REIMBURSEMENT	718.82
ANDERSON, JIM	SNOW REMOVAL	55.00
ARMSTRONG AMBULANCE	MONTHLY PAYMENT	388.33
ARMSTRONG BUILDING SUPPLY	SUPPLIES	96.48
ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00
ARMSTRONG JOURNAL	PUBLICATION	1,138.13
ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00
ARNOLD MOTOR SUPPLY	PARTS	116.58
AT & T	E911 ACCESS	47.83
AVERA HOLY FAMILY	SUPPLIES	26.10
AVERA MED GROUP ESTHERVILLE	PRISONER CARE	342.75
B & B FARM DRAINAGE INC	DD 60 REPAIR	11,612.00
BAULER, MELANIE	CELL PHONE REIMBURSEMENT	20.00
BCN TELECOM	BCN LONG DISTANCE	53.32
BLACK HILLS ENERGY	UTILITIES	2,778.93
BLAIR, BRANDON	SNOW REMOVAL	40.00
BLUE TARP FINANCIAL	EQUIPMENT~	190.98
BOMGAARS SUPPLY	NATURALIST SUPPLIES	869.95
BURTON, DANIEL	EXPENSE REIMBURSEMENT~	3.05
BUSINESS FORMS & SYSTEMS	OFFICE SUPPLIES	106.78
CAASA	CRISIS LINE REIMBURSEMENT	331.77
CENTURYLINK	PHONE	289.49
CENTURYLINK	PHONE	38.37
CERTIFIED TESTING SERVICES INC	SERVICE	181.00
CITY OF ARMSTRONG	UTILITIES	18.66
CITY OF DOLLIVER	UTILITIES	90.00
CITY OF ESTHERVILLE	UTILITIES	5,563.51
CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,416.67
CITY OF RINGSTED	UTILITIES	29.50
CITY OF WALLINGFORD	UTILITIES	35.75
COFFMAN'S LOCKSMITH SHOP	SERVICE	230.04
COUNSEL	COPIER	82.78
COUNTY SOCIAL SERVICES	FY21 SECOND 1/2 LEVY REQUEST	138,795.00
DAKOTA FLUID POWER	PARTS	110.35
DAKOTA RIGGERS & TOOL SUPPLY	TILE AND INTAKE	386.83
DAN'S REPAIR	SERVICE	66.00
DASH MEDICAL GLOVES INC	GLOVES	316.90
DAVE SYVERSON INC	PARTS	18.07
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	20.00
DIAMOND MOWERS INC	PARTS	185.54
DMACC, STUDENT ACCTS	EDUCATION	75.00
DOLLAR GENERAL	INCENTIVES	190.80
DUITSMAN PLUMBING & HEATING	SERVICE	2,451.63
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
EMMET CO ENGINEER	Fuel	5,891.43
EMMET CO FAIRGROUNDS, CAMI PAULSON	MONTHLY PAYMENT	4,166.67
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO NATURE CTR FOUNDATION	3010 & SX MULE SERVICE AND REPAIRS	1,001.61
EMMET CO SHERIFF	TRANSPORT FEES	3,182.74
EMMET CO TREASURER	POSTAGE	2,852.42
EMPLOYEE BENEFIT SYSTEMS, GREAT RIVER INSURANCE CO	PSF CLAIMS ACCOUNT	3,295.89
ENDERSON, JEFFREY	CELL PHONE REIMBURSEMENT	20.00
E-PRIDE OFFICE PRODUCTS	SUPPLIES	221.97
ESTHERVILLE DINNER DATE	MONTHLY PAYMENT	300.00
ESTHERVILLE LIBRARY	MONTHLY PAYMENT	1,271.67
ESTHERVILLE NEWS AND SPIRIT	Budget	1,095.98
ESTHERVILLE PHARMACY	PRISONER MEDS	193.81
ESTHERVILLE POLICE DEPARTMENT	FIRING RANGE USAGE FEE	75.00
ESTHERVILLE PRINTING CO	RECEIPTS	250.60
EWEN, ALEX	CELL PHONE REIMBURSEMENT	20.00
FAREWAY STORES	JAIL FOOD	115.44
FARM & HOME PUBLISHERS	PLAT BOOKS	608.00
FERGUSON, HAILEY	TRANSPORT FEES	33.75
FERRELLGAS	PROPANE	747.02
FIRSTNET AT&T MOBILITY	INTERNET	1,374.56
FORCE AMERICA DISTRIBUTING LLC	PARTS	55.77
FREDERICKSEN, TRAVIS	CELL PHONE REIMBURSEMENT	20.00
FUNSTON, KRISTY	EXPENSES	1,892.54
GENERAL TRAFFIC CONTROLS	EQUIPMENT	91.78
GEO-COMM INC	1ST YEAR GIS MAP DATA MAINTENANCE	1,224.00
GOEBEL, ROB	MONTHLY PAYMENT	1,742.00
GORDON FLESCH TX	COPIER	414.08
GORDON FLESCH WI	COPIER	39.97

GRAHAM TIRE SPENCER	TIRES	294.10
GREAT AMERICA FINANCIAL SVCS	Copies Lease - Lanier	80.64
H & H IND	LIGHT BULBS	359.75
HANSEN, LISA	MILEAGE	22.00
HIWAY TRUCK EQUIPMENT INC	PARTS	81.60
HOME IMPROVEMENT CENTER	SUPPLIES	159.42
HOMETOWN DISTRIBUTING LLC, KEVIN BENSCHOTER	PARTS	36.16
HOOGE, SHARON	CELL PHONE REIMBURSEMENT	162.50
HOTSY EQUIPMENT CO	REPAIRS	209.48
HOWING, MICHELLE	CELL PHONE REIMBURSEMENT	20.00
HUNTLEY, BEN	MILEAGE AND EXPENSES	63.00
HY-VEE ACCOUNTS RECEIVABLE	TOWNSHIP MEETING SUPPLIES	1,659.27
ICS JAIL SUPPLIES INC	SUPPLIES~	112.82
INLAND TRUCK PARTS & SERVICE	PARTS	1,267.93
INMAN ELECTRIC	POSTAGE	15.60
IOWA CO ATTY CASE MGMT	KARPEL	9,550.00
IOWA COUNTY ATTORNEYS ASSOC	DUES	1,098.00
IOWA DEPT OF PUBLIC SAFETY, TINA PALMER	SYSTEM USER FEES~	1,890.00
IOWA DOT-OFFICE OF FINANCE	SIGN POSTS	1,481.28
IOWA EMERGENCY MGMT ASSOC	U OF O CONFERENCE	150.00
IOWA LAKES CORRIDOR DEVELOPMEN	MONTHLY PAYMENT	2,500.00
IOWA LAKES ELECTRIC COOP	FLASHING SIGNAL LIGHTS	182.94
IOWA LAKES REGIONAL WATER	UTILITIES	137.50
IOWA LAW ENFORCEMENT ACADEMY	JAIL RECERTIFICATION~	600.00
IOWA PRISON INDUSTRIES	UNIFORMS~	230.00
IOWA STATE MEDICAL EXAMINER	AUTOPSY	2,156.00
ISAC	SPRING SCHOOL	150.00
ISAC EDUCATION & SEAT TRAINING	SEAT TRAINING REGISTRATION	195.00
ISAC UNEMPLOYMENT	2021 1ST QTR UNEMPLOYMENT	4,838.98
ISACA DIST II AUDITORS	ISACA DUES	225.00
J & J AG SOLUTIONS-J & J LAND	SUPPLIES	353.91
JACOBSON-WESTERGARD	DD 3 ED PROFESSIONAL SERVICES	3,014.00
JCL SOLUTIONS - JANITORS CLOSE	SUPPLIES	464.19
JEAN HOFFMAN	TRAINING REIMBURSEMENT	20.00
JOHN DEERE FINANCIAL	GROUNDS	398.07
JOHNSTON AUTO STORES	REPAIRS	560.63
KAMINSKI, THEODORE	MILEAGE	20.16
KELTEK INCORPORATED	SUPPLIES~	131.04
KIRCHNER, LARRY	CELL PHONE REIMBURSEMENT	20.00
LANGUAGE LINK	INTERPRETING	16.88
LARSON, KENT	DD EPA 17 - 10 BEAVERS REMOVED	2,250.00
LAWSON PRODUCTS INC	PARTS	368.09
LEWIS, SUE	TRANSPORT FEES	65.50
LINCOLN TOWNSHIP	TRAINING EXPENSE REIMBURSEMENT	75.00
L-TRON	SUPPLIES~	50.00
MAIL SERVICES	APRIL RENEWALS	306.24
MAINSTAY SYSTEMS INC	IOWA SYSTEM MAINTENANCE PLAN	237.00
MARCO (DALLAS)	COPIER	682.63
MARCO (MPLS)	COPIER	227.89
MARTENS, PHYLLIS	TRANSPORT FEES	89.00
MATHESON TRI-GAS INC	SUPPLIES	436.36
MCKEEVER, DEBRA	DEPOSITIONS	90.00
MCKESSON MEDICAL & SURGICAL	SUPPLIES	100.63
MEDIACOM	PHONE	2,038.18
MERRILL, MARILYN	CISTERN CLOSURE REBATE	300.00
ME'S BODY SHOP	REPAIRS~	150.00
MIDAMERICAN ENERGY CO	UTILITIES	197.61
MIDWEST TECHNOLOGY SERVICES	SERVICE	112.50
MINION, DIANN	EXPENSE REIMBURSEMENT	9.60
MOORMAN, MARY	CELL PHONE REIMBURSEMENT	47.50
MYHRE, PAULA	MILEAGE AND EXPENSES	165.00
NAPA - ESTHERVILLE	PARTS	2,983.86
NORTH IA LUMBER & DESIGN	SUPPLIES	682.94
NORTHERN IOWA COMMUNICATIONS	INTERNET FEES	70.00
NW IA YES CENTER	SHELTER CARE	334.25
OFFICE ELEMENTS	Supplies	464.46
OLESON, LUCAS	CELL PHONE REIMBURSEMENT	20.00
ONE OFFICE SOLUTION	OFFICE SUPPLIES	270.79
O'REILLY AUTOMOTIVE	PARTS	287.60
PATC	LAW HANDBOOK	28.00
PERKINS PLUMBING LLC	REPAIRS~	1,796.53
PITNEY BOWES INC	POSTAGE METER	246.49
POMP'S TIRE SERVICE INC	REPAIRS	321.07
POWER PLAN	OIL SAMPLE KITS	855.90
PRESTON, CORRIN	CELL PHONE REIMBURSEMENT	143.00
PRESTON, KATHLEEN	MILEAGE AND EXPENSES	40.00
PRO COOP ESTHERVILLE	FUEL	32.85
PRO COOP POCAHONTAS	OIL	32,807.28
PRODUCTIVITY PLUS ACCOUNT	PARTS	266.28
RDI	IT SUPPORT	3,320.09
RED ROCK QUARRY INC	SUPPLIES	2,072.70
RELIANCE TELEPHONE INC	REPAIRS~	555.25
RICK'S PEST CONTROL	JAIL PEST CONTROL	40.00
RINGSTED AMBULANCE	MONTHLY PAYMENT	330.42
RINGSTED DISPATCH	PUBLICATION~	459.71
RINGSTED LIBRARY	MONTHLY PAYMENT	423.83

RINGSTED SENIOR CITIZENS, %RON WILSON	MONTHLY PAYMENT	150.00
RINGTEL COMMUNICATIONS	PHONE	790.94
RIVER VALLEY TELECOMMUNICATION	PHONE	1,112.58
RODRIGUEZ, ROSALIA	TRANSPORT FEES	215.50
ROSBURG, LISA	CELL PHONE REIMBURSEMENT	495.34
RUSSELL, RHONDA	MILEAGE AND EXPENSES	132.00
SANOFI PASTEUR INC	VACCINES	2,252.17
SATHOFF, AMY	CELL PHONE REIMBURSEMENT	91.00
SCHUMACHER ELEVATOR	MAINTENANCE	176.38
SIOUX CITY FOUNDRY CO	SUPPLIES	828.63
SIOUX FALLS CRANE & HOIST INC	PARTS	549.93
SIOUX SALES CO	UNIFORMS~	87.75
SIOUXLAND DIST HEALTH DEPT	INSPECTION	100.00
SMART TECHNOLOGY TEAM SOLUTION	OFFICE SUPPLIES~	23.96
STALLS FARM & HOME	MAINTENANCE	1,092.16
STARNET - RIVER VALLEY TEL CO	WEB HOSTING	35.00
STATE HYGIENIC LAB, UNIVERSITY OF IOWA	WATER SAMPLES	40.50
STOREY KENWORTHY/MATT PARROTT	OFFICE SUPPLIES	39.10
STREICHER'S	EQUIPMENT~	348.00
SUPERIOR EQUIPMENT & RENTAL CO	EQUIPMENT RENTAL~	935.78
SWIFT AIR INC	REPAIRS	1,288.50
TELECOMMUNICATION SYSTEMS	911 SUPPORT~	6,235.00
TENDAL, ANNIE	TRANSPORT FEES	33.75
TERRIL TELEPHONE CO	E911 ACCESS	5.68
TEXAS REFINERY CO	SUPPLIES	804.00
THAEMLITZ, FRED	TOOLS	110.00
TIETJE, DEBORAH	MILEAGE AND EXPENSES	83.00
TROPICAL VALLEY FISH & PETS	NATURALIST SUPPLIES	195.80
TRUCK CENTER COMPANIES	PARTS	6,613.93
UKASICK, DAWN	MILEAGE AND EXPENSES	14.00
UNIFORM DEN	UNIFORMS~	80.14
US POSTAL SERVICE - POSTAGE B	PREPAID POSTAGE	1,500.00
VANDER HAAGS INC	PARTS	518.27
VERIZON WIRELESS	CELL AND HOTSPOT	1,092.50
VISA	EXPENSES	114.52
WALLACES WATER CONDITIONING	REPAIRS	208.86
WATSON & RYAN	Attorney Fees	750.00
WELLS FARGO - ELITE CARD	EXPENSES	284.41
WEST PAYMENT CENTER	WESTLAW	682.50
WINDSTREAM	PHONE	36.09
WINDSTREAM	PHONE	217.12
WOLTERS KLUWER HEALTH	SUBSCRIPTION	69.99
WOODWARD YOUTH CORPORATION, %FOREST RIDGE YOUTH	SHELTER CARE	326.55
WRIGHT COUNTY AUDITOR	ISACA DIST II DUES	20.00
ZIEGLER	PARTS	210.75
ZUERCHER TECHNOLOGIES LLC	SOFTWARE FINAL INSTALLMENT	22,831.20
	GRAND TOTAL	354,866.41

The Board reviewed the Auditor's & Recorder's Quarterly Reports.

Allison Fisher from Secondary Roads and Custodian Tom Egeland joined the meeting. Fisher presented the bids for mowing at the Annex Building as follows:

Eugene Jensen	\$150 per mow
Joey Manwarren	\$ 40 per mow
Miller Snow Plowing & Lawn Care	\$120 per mow
Corey Oberloh	\$120 per mow

Motion by Pluth, second by Schumacher to award the bid to Joey Manwarren. All ayes, motion carried. Consensus of the Board is to try this for a year and re-visit.

The Board did not set the Public Hearing Dates for the two Non Construction, Non Expansion Permits for K&T Swine. Auditor Sathoff received an email from the Iowa Department of Natural Resources stating that the DNR has some issues with the permits.

Emmet County Attorney Melanie Summers Bauler and Emmet County Sheriff Mike Martens joined the meeting. Sheriff Martens, presented an update regarding the Department Head meeting last week.

Sheriff Martens reported that the Personnel Policy Committee presented the following items to the Department Heads:

1. Funeral leave to include for a spouse's family member.
2. After 20 years of service to Emmet County – an additional Personal Day.
3. Civil Leave of up to 2 hours for blood donation.
4. Sick Leave donation from employee to employee.

Martens reported that the Department Heads also discussed establishing base entry wages for the second floor of the Courthouse along with step increases.

The Department Heads are suggesting to open all the doors to the Courthouse, continue the mask requirement and eliminate the Thermascan at the south entrance.

In an effort to provide essential services to Emmet County a motion was made by Schumacher, second by Hansen to approve the Department Heads re-opening plan. All ayes, motion carried. The Law Center will remain closed at this time, however, the handicapped entrance is still available at any time for residents.

The current COVID leave policy for Emmet County will expire on April 30, 2021.

Emmet County Engineer, Walter Davis-Oeth presented a utility permit for Iowa Lakes Electric Cooperative in T-98-N and R-31-W, Denmark Township, sections 20 and 29. The application would be installing a new single-phase enclosure along the south ROW of 250th St at approx. 3,177' west of 540th Ave. From there they will bore under 250th to the north ROW and then continue into private. Boring will consist of a single primary 7,200-volt cable inside a 2" continuous conduit buried at the minimum depth of 48". The purpose of this construction is to provide service for a new hog confinement. Motion by Pluth, second by Schumacher to approve the permit. All ayes, motion carried.

Davis-Oeth presented another utility permit for Terril Telephone that spans multiple townships and sections. The permit would be placing fiber optic cable of several fiber county 36" deep when paralleling the ROW. All culvert crossings will be directional bored a minimum of 60" below the water line. Hand Holes will be placed flush with the ground and warning signs placed along the right of way. Motion by Pluth, second by Hansen to approve the permit. All ayes, motion carried.

Davis-Oeth presented an amendment to the Emmet County Iowa DOT FY 2021 Budget. Expenditures for the FY2021 amendment will be \$4,308,130. A majority of the amendment required is due to the A13 carrying into FY2021. Motion by Schumacher, second by Glasnapp to approve the amendment. All ayes, motion carried.

Davis-Oeth presented Resolution 21-12 approving Emmet County's 5 year Secondary Roads Construction Program. Motion by Pluth, second by Schumacher to adopt Resolution 21-12 as presented. Roll Call Vote: AYES: Glasnapp, Pluth, Hansen, Schumacher, and Quastad. NAYS: None. Motion carried. The full text of Resolution 21-12 can be viewed in the Auditor's office and on the County's website.

Davis-Oeth presented the Emmet County FY2022 Iowa DOT Budget with expenditures for FY2022 in the amount of \$4,082,040. Motion by Hansen, second by Schumacher to approve the Emmet County FY2022 Iowa DOT Budget. All ayes, motion carried.

Davis-Oeth reported that asphalt paving and concrete patching will begin at the end of April and that the gravel roads are holding up well so far this spring.

The Board discussed a road issue on First Street going into Gruver.

The Board received a request to have the courthouse open on Memorial Day, May 31, 2021 from 8:00 am to 3:00 pm for those who want to view the flags that are on display in the courthouse. Motion by Hansen, second by Schumacher to approve the request. All ayes, motion carried.

The Board reviewed the following Manure Management Plans:

Owner	Facility Name	Site Number
New Fashion Pork	Farm 228 – Booth	#66621
New Fashion Pork	Farm 252 – Ivey	#68755
Gary Brown	Bacon Maker	#62852

Motion by Schumacher, second by Hansen to adjourn the meeting at 11:25 a.m. All ayes, motion carried.

Amy M. Sathoff
Auditor

Jeff Quastad
Chair