

Approved Minutes Emmet County Board of Supervisor Minutes  
 May 11, 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: 897 4777 1862  
 Passcode: 201509  
 One tap mobile  
 +13017158592,,89747771862#,,, \*201509# US (Washington DC)  
 +13126266799,,89747771862#,,, \*201509# US (Chicago)

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

During Public Forum, Glasnapp reported that he met with Emmet County’s Worker’s Compensation Company, IMWCA last week. Emmet County has a very good safety record right now and the mod rate is currently at .76. Glasnapp also attended the Safety Meeting and there were 4 more employees CPR certified.

Auditor Amy M. Sathoff reported that the US Treasury has put out guidance on the American Rescue Plan (ARP) funds and that the Iowa State Association of Counties ARP Working Group meets again this Friday to start disseminating the guidance.

Emmet County Engineer, Walter Davis-Oeth joined the meeting telephonically. Davis-Oeth presented a Utility Permit from Iowa Lakes Electric Cooperative. The permit is to bore from the west ROW of 440<sup>th</sup> Ave. to approx. 340’ east along the south ROW of 15<sup>th</sup> Street. From that point they will set a new single-phase enclosure and bore north under 150<sup>th</sup> St. to the north ROW. Borings will consist of a single primary 7,200 volt cable inside of 2” continuous conduit buried at a minimum depth of 48”. The purpose of this construction is to upgrade an existing facility. Motion by Pluth, second by Schumacher to approve the permit. All ayes, motion carried.

Motion by Schumacher, second by Hansen to go into closed session pursuant to Iowa Code 21.5 (1)(c). Roll Call Vote: Ayes: Glasnapp, Schumacher, Quastad, Hansen and Pluth. Nays: None.

No decisions were made during the closed session.

Motion by Pluth, second by Hansen out of closed session. All ayes, motion carried.

Motion by Schumacher, second by Pluth to approach an architect to consider courthouse renovations. All ayes, motion carried.

Motion by Hansen, second by Glasnapp to go into closed session pursuant to Iowa Code 21.5 (1)(i). Roll Call Vote: Ayes: Glasnapp, Schumacher, Quastad, Hansen and Pluth. Nays: None.

No decisions were made during the closed session.

Motion by Glasnapp, second by Schumacher to come out of closed session. All ayes, motion carried.

Emmet County Planning & Zoning Director, Barb Bohm joined the meeting. Bohm presented the Emmet County Planning & Zoning Commission’s Recommendation on the Zoning Ordinance Change Request for Commercial Property.

Motion by Pluth, second by Schumacher to accept the recommendation and set the Public Hearing Date for the First Reading of the Ordinance 2021-1 amending the 2013 Zoning Ordinance for Emmet County by adding text to Article X(C-1) Highway Commercial District Section 10.3 Conditional Uses by adding Single Family Residential for May 25, 2021 at 9:45 a.m. All ayes, motion carried.

Motion by Glasnapp, second by Hansen to approve the monthly claims as listed below. All ayes, motion carried.

Gross Pay 2021 April	325512.08
Total Gross Payroll	460288.43
County Share IPERS	30690.97
County Share FICA	18731.55
County Share Medicare	4380.83
County Share Health Ins.	80621.27

**Claims Paid Prior to 05/11/2021**

DATE	VENDOR	PURPOSE	AMOUNT
4/19	EMPLOYEE BENEFIT SYSTEMS	HEALTH INSURANCE PREMIUM	\$85,273.93
4/19	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$5,766.34
4/19	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$288.00
4/19	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$330.55
4/19	SECURE BENEFIT SYSTEMS	FLEX BENEFIT PROGRAM	\$3,621.37
4/26	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$1,199.17

**TOTAL** \$96,479.36

VENDOR	DESCRIPTION	AMOUNT
4 IMPRINTS	MARKETING	471.84
A & M LAUNDRY INC	LAUNDRY SERVICE	244.44

ACE HARDWARE	Supplies	343.67
AED MARKET	SUPPLIES	195.00
AGUIRRE, DELIA	INTERPRETER	388.67
AHLERS & COONEY, ACCOUNTING DEPT	PROFESSIONAL SERVICE	354.00
ALLIANT ENERGY	ARMSTRONG REPEATER	1,553.47
ALPHA WIRELESS COMM.	REPAIRS	1,762.24
ARMSTRONG AMBULANCE	MONTHLY PAYMENT	388.33
ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00
ARMSTRONG JOURNAL	AD	1,171.81
ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00
AT & T	E911 ACCESS	48.37
AVERA HOLY FAMILY	INCENTIVES	630.15
BAUER BUILT INC	TIRES	2,037.56
BAULER, MELANIE	CELL PHONE REIMBURSEMENT	20.00
BCN TELECOM	BCN LONG DISTANCE	52.26
BLACK HILLS ENERGY	STORAGE BUILDING	1,547.98
BLUE TARP FINANCIAL, %CAPITAL ONE CREDIT	ANNUAL MEMBERSHIP	230.97
BOMGAARS SUPPLY	SUPPLIES	925.50
BUSINESS FORMS & SYSTEMS	TAX STATEMENTS	275.98
CAASA	MONTHLY PAYMENT	291.67
CARR LAW FIRM	LEGAL SERVICES	173.10
CDWG INC	DVD DRIVE	2,495.30
CEDAR FALLS CONSTRUCTION	2021 MAINTENANCE 8" CONCRETE PATCH	100,000.00
CENTRAL IA DISTRIBUTING INC	CUSTODIAL	2,374.60
CENTRAL IA JUV DETENTION CTR	SHELTER CARE	663.00
CENTURYLINK	712-F25-0057-118 - E911 TELEPHONE	274.79
CENTURYLINK	PHONE	38.95
CERRO GORDO VA, IACCVSO TREASURER	DUES	50.00
CHRESTIANSEN, LORI	MILEAGE	8.50
CITY OF ARMSTRONG	UTILITIES	152.61
CITY OF ESTHERVILLE	UTILITIES	5,819.80
CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,416.67
CITY OF RINGSTED	UTILITIES	29.50
CITY OF WALLINGFORD	UTILITIES	40.56
COST ADVISORY SERVICES INC	COST ALLOCATION PLAN	4,125.00
COUNSEL	COPIER	72.56
D & D TRANSMISSION INC	PARTS~	650.00
DAN'S REPAIR	REPAIRS	80.00
DENCO CORP	SERVICE	6,838.40
DES MOINES STAMP MFG CO	Supplies	33.40
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	20.00
DICKINSON CO SHERIFF	SERVICE OF PAPERS	34.00
DIETRICH, LEA	EXPENSE REIMBURSEMENT	119.00
DOCKENDORF EQUIPMENT CO	REPAIRS	3,187.79
DON'S TRUCK SALES INC	PARTS	142.19
EDISPATCHES-PENGUIN MANAGEMENT	E-DISPATCH	3,516.00
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
ELECTION SOURCE	REPLACEMENT SIGNS	86.46
ELECTION SYSTEMS & SOFTWARE IN	BALLOT COST	3,501.80
ELECTRONIC SPECIALTIES	INSTALLATION~	952.00
EMMET CO ENGINEER	Fuel	4,076.63
EMMET CO FAIRGROUNDS, CAMI PAULSON	MONTHLY PAYMENT	4,166.67
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO SHERIFF	TRANSPORT FEES	2,716.35
EMMET CO TREASURER	POSTAGE	228.42
EMPLOYEE BENEFIT SYSTEMS, GREAT RIVER INSURANCE CO	PSF CLAIMS ACCOUNT	2,315.57
ENDERSON, JEFFREY	CELL PHONE REIMBURSEMENT	20.00
E-PRIDE OFFICE PRODUCTS	OFFICE SUPPLIES	464.64
ESTHERVILLE COMMUNICATIONS	INTERNET FEES	70.00
ESTHERVILLE DINNER DATE	MONTHLY PAYMENT	300.00
ESTHERVILLE LIBRARY	MONTHLY PAYMENT	1,271.67
ESTHERVILLE NEWS AND SPIRIT	AD	2,662.00
ESTHERVILLE PHARMACY	PRISONER MEDS	810.48
ESTHERVILLE PRINTING CO	TRIAL POSTERS	115.30
EWEN, ALEX	CELL PHONE REIMBURSEMENT	20.00
FAREWAY STORES	OFFICE SUPPLIES	294.97
FASTENAL-WINONA	JAIL SUPPLIES	292.60
FIRSTNET AT&T MOBILITY	INTERNET	1,110.70
FISHER, ALLISON	MEETING REIMBURSEMENT	65.00
FORCE AMERICA DISTRIBUTING LLC	PARTS	583.74
FREDERICKSEN, TRAVIS	CELL PHONE REIMBURSEMENT	20.00
GALLS KY	UNIFORMS	1,309.17
GOEBEL, ROB	MONTHLY PAYMENT	1,742.00
GORDON FLESCH WI	COPIER	600.77
GRAHAM TIRE SPENCER	TIRES	297.64
GREAT AMERICA FINANCIAL SVCS	Copies Lease - Lanier	171.76
GRIMMIUS, MATT	CERTIFICATION	100.00
H & H IND	LIGHT BULBS	359.75
HOOGE, SHARON	CELL PHONE REIMBURSEMENT	251.50

HOWING, MICHELLE	CELL PHONE REIMBURSEMENT	20.00
HUNTLEY, BEN	MILEAGE AND EXPENSES	852.03
HY-VEE ACCOUNTS RECEIVABLE	PRISONER MEDS	2,964.10
IA CO RECORDERS ASSOC, WAPELLO CO RECORDER	DUES	200.00
IACCB	ANNUAL DUES	40.00
INMAN ELECTRIC	SUPPLIES	151.98
IOWA DOT-OFFICE OF FINANCE	WOOD SIGN POSTS	1,481.92
IOWA GREAT LAKES DOORS	REPAIRS	1,000.00
IOWA LAKES CORRIDOR DEVELOPMEN	MONTHLY PAYMENT	2,500.00
IOWA LAKES ELECTRIC COOP	FLASHING SIGNAL LIGHTS	390.81
IOWA LAKES REGIONAL WATER	UTILITIES	137.50
IOWA LAW ENFORCEMENT ACADEMY	TRAINING~	625.00
IOWA PRISON INDUSTRIES	SIGNS	10,772.65
IOWA RECORDERS ASSOCIATION	MAINTENANCE & SUPPORT	1,756.91
IOWA SECRETARY OF STATE	ELECTION SUPPLIES	66.35
IOWA STATE MEDICAL EXAMINER	AUTOPSY FEES	2,156.00
IOWA TRANSIT INC	SUPPLIES	195.34
ISAC EDUCATION & SEAT TRAINING	SEAT TRAINING	10.00
ISCTA-CASS CO TREASURER, TRACEY MARSHALL	MEETING	150.00
JCL SOLUTIONS - JANITORS CLOSE	CUSTODIAL	737.33
JOHN DEERE FINANCIAL	PARTS	202.93
JOHNSTON AUTO STORES	PARTS~	710.43
KAMINSKI, THEODORE	MILEAGE	20.18
KCN - KC NIELSEN LTD	PARTS	26.31
KIRCHNER, LARRY	CELL PHONE REIMBURSEMENT	20.00
KISSNER, LOREE	5/11/21 SPECIAL ELECTION HELP	73.00
KISSNER, TIM	MEETING MILEAGE	20.00
KWIK TRIP	JAIL FOOD	167.92
LANGUAGE LINK	JAIL INTERPRETING	10.21
LAWSON PRODUCTS INC	SUPPLIES	1,087.46
LEWIS, SUE	TRANSPORT FEES	65.75
MAIL SERVICES	MAY NOTICES	341.01
MANWARREN, JOEY'S LAWN SERVICE	MOWING	140.00
MARCO (DALLAS)	COPIER	822.56
MARCO (MPLS)	COPIER	286.96
MCKEEVER, DEBRA	DEPOSITION	99.00
MCKESSON MEDICAL & SURGICAL	MEDICAL SUPPLIES	101.11
MEDIACOM	TELEPHONE/INTERNET	3,186.77
MIDAMERICAN ENERGY CO	UTILITIES	253.85
MIDWEST TECHNOLOGY SERVICES	PHONE REPAIRS	187.50
MIDWEST WHEEL COMPANIES INC	PARTS	40.24
MOORMAN, MARY	CELL PHONE REIMBURSEMENT	54.00
MOTOROLA	PD MOBILE RADIO	13,225.95
MYHRE, PAULA	MILEAGE AND EXPENSES	91.50
NATIONAL PEN	MARKETING	622.35
NEMETHY, TORI	TRANSPORT FEES	100.25
NORTH IA LUMBER & DESIGN	SUPPLIES	522.00
NW IA PLANNING & DEVELOPMENT	ZONING	150.00
O'BRIEN CO IA SHERIFF	SERVICE OF PAPERS	45.00
OFFICE ELEMENTS	SUPPLIES	247.67
OLESON, LUCAS	CELL PHONE REIMBURSEMENT	20.00
ONE OFFICE SOLUTION	SUPPLIES	240.30
O'REILLY AUTOMOTIVE	PARTS~	163.83
PAKOR INC	SUPPLIES	433.14
PITNEY BOWES INC	SUPPLIES	179.16
POMP'S TIRE SERVICE INC	TIRE SERVICE	165.12
POWER PLAN	PARTS	2,277.47
PRESTON, CORRIN	CELL PHONE REIMBURSEMENT	159.50
PRESTON, KATHLEEN	CELL PHONE REIMBURSEMENT	47.50
PRO COOP ESTHERVILLE	FUEL	30.15
PRO COOP POCAHONTAS	FUEL	8,933.51
RDI	IT SUPPORT	1,419.45
REGIONAL TRANSIT AUTHORITY	ANNUAL PAYMENT	5,000.00
RICK'S PEST CONTROL	JAIL PEST CONTROL	40.00
RICOH USA	COPIER	91.91
RINGSTED AMBULANCE	MONTHLY PAYMENT	330.42
RINGSTED DISPATCH	PUBLICATIONS	448.53
RINGSTED LIBRARY	MONTHLY PAYMENT	423.83
RINGSTED SENIOR CITIZENS, %RON WILSON	MONTHLY PAYMENT	150.00
RINGTEL COMMUNICATIONS	PHONE	460.42
RIVER VALLEY TELECOMMUNICATION	PHONE	1,076.21
RODRIGUEZ, ROSALIA	MATRON FEES	115.00
ROSBURG, LISA	CELL PHONE REIMBURSEMENT	20.00
RUSSELL, RHONDA	MILEAGE AND EXPENSES	228.00
S & R AUTO AND TIRE INC	SERVICE~	58.23
SAC COUNTY IA SHERIFF	SERVICE OF PAPERS	13.44
SAFELITE FULFILLMENT INC	PARTS	452.46
SANOVI PASTEUR INC	VACCINES	1,961.59
SATHOFF, AMY	CELL PHONE REIMBURSEMENT	20.00
SE DIST OF ASSESSORS, JEFFERSON CO ASSESSOR	MEETING REGISTRATION	175.00
SECURE SHRED SOLUTIONS LLC	CUSTODIAL	48.00

STALLS FARM & HOME	PARK MAINTENANCE	1,521.41
STAR EQUIPMENT INC	PARTS	395.85
STARNET - RIVER VALLEY TEL CO	WEB HOSTING + 3YR DOMAIN	79.85
SUNSET LAW ENFORCEMENT LTD	TRAINING~	1,030.80
SUPER CIRCUITS	SUPPLIES~	623.92
SWIFT AIR INC	REPAIRS	683.30
TATMAN, ANTHONY	SCREENING~	10.00
TERRIL TELEPHONE CO	E911 ACCESS	5.68
THAEMLITZ, FRED	TOOLS	24.99
TIETJE, DEBORAH	MEETING EXPENSES	663.25
TRUCK CENTER COMPANIES	SUPPLIES	651.59
TYLER (TN), MSC 410913	SOFTWARE SUPPORT	449.00
TYLER TECHNOLOGIES	INCODE MAINTENANCE	24,665.77
UKASICK, DAWN	MILEAGE AND EXPENSES	15.00
UNIFORM DEN	UNIFORMS	118.32
UNITYPOINT CLINIC, OCCUPATIONAL MEDICINE	TESTING	126.00
UPPER DES MOINES OPPORTUNITY	ALLOCATION	7,999.96
US POSTAL SERVICE - POSTAGE B	PREPAID POSTAGE	1,000.00
VERIZON WIRELESS	CELL PHONE	759.72
VISA	EXPENSES	7,239.29
WATSON & RYAN	ATTORNEY FEES	2,674.50
WELLS FARGO - ELITE CARD	EXPENSES	1,533.36
WESSELS OIL COMPANY INC	DUST CONTROL	690.00
WINDSTREAM	CRISIS LINE	16.87
WINDSTREAM	PHONE	227.42
ZEMAN, SUE	MOWING	130.00
ZIEGLER	BACKHOE & PARTS	110,858.38
	GRAND TOTAL	416,568.45

The Board reviewed the following Manure Management Plan:

Owner	Facility Name	Site Number
New Fashion Pork	Farm 234-Knutson	#68089

Motion by Pluth, second by Hansen to adjourn the meeting at 11:05 am. All ayes, motion carried.

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Amy M. Sathoff  
Auditor

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Jeff Quastad  
Chair