

Unapproved Minutes Emmet County Board of Supervisor Minutes

May 18, 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: 882 2013 5717

Passcode: 037510

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

During Public Forum, Auditor Amy M. Sathoff reported that the Iowa State Association of Counties (ISAC) American Rescue Plan (ARP) met again last Friday. In order to apply for the funding Auditor Sathoff will have to supply 3 factor authentication including social security number, drivers license and facial recognition in order to apply for funding for Emmet County. The Board will have to pass some policies also to receive the federal funding.

Supervisor Pluth reported that he has a name of an architect firm in Spencer (CMBA) to look at courthouse renovations.

Pluth also reported that 3D Design has the Annex Building renovation plans complete but will not be bidding the project. Pluth will be taking a carpenter down to the Annex Building prior to putting the project out bids to make sure that we bid apples to apples.

Emmet County Resident Jim Hatland joined the meeting to discuss the cleanout of the private ditch north of Armstrong that DD52 and DD163 drain into that private ditch.

Emmet County Mental Health Advocate, JoAnn Reed joined the meeting. JoAnn will be retiring tomorrow. The Board thanked her for her service to Emmet County and wished her the very best in her retirement.

Emmet County Engineer, Walter Davis-Oeth presented a Utility permit for Iowa Lakes Electric Cooperative (ILEC) to bore from their existing transfer pole along the north ROW at 5256 240<sup>th</sup> St to approx. 321' east where they will transition into private. Boring 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 provide service for a new hog barn. Motion by Pluth, second by Schumacher to approve the permit. All ayes, motion carried.

Davis-Oeth presented a second utility permit for ILEC to bore ROW to ROW under 510<sup>th</sup> Avenue on the north side of 250<sup>th</sup> St and under 250<sup>th</sup> St on the east side of 510<sup>th</sup> Avenue. Borings will consist of single primary 7,200 volt cable inside of 2" continuous conduit buried at a minimum depth of 48". Purpose of this construction is to provide service for a new hog barn. Motion by Glasnapp, second by Hansen to approve the permit. All ayes, motion carried.

Davis-Oeth presented a third utility permit for ILEC to bore from ROW to ROW under 570<sup>th</sup> Avenue on the north side of the new drive for 2655. Boring 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 provide service for a new hog barn. Motion by Hansen, second by Pluth to approve the permit. All ayes, motion carried.

Davis-Oeth presented a fourth utility permit for ILEC to bore from the south ROW to the north ROW and then continue into private on the west side of the drive for 4736 160<sup>th</sup> Street. Boring 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 the existing service. Motion by Pluth, second by Glasnapp to approve the permit. All ayes, motion carried.

Davis-Oeth reported that the weed sprayers moved in Friday and ditching is done on West 14<sup>th</sup>. Crews will be doing a culvert replacement and paving on N52 and A13 is proceeding nicely.

The Board discussed issues with the Union Pacific Railroad crossings.

Supervisor Pluth had a complaint that there are obstructions in the county right of way in Maple Hill. Davis-Oeth will follow up on the obstructions.

Election Deputy Roxanne Budach joined the meeting to present the Canvass of the City of Armstrong Special Election to Fill the Vacancy of Mayor that was conducted on Tuesday, May 11, 2021.

The results of the Election are as follows:

| Candidate                | Election Day | Absentee | Total |
|--------------------------|--------------|----------|-------|
| Travis Schueller         | 134          | 19       | 153   |
| Dave Grussing – Write In | 107          | 15       | 122   |

Total Votes Cast was 279 representing a 37.75% Voter Turnout.

Dave Grussing received 122 of the 126 write-in votes.

Motion by Tim, second by Hansen to accept the Canvass as presented by Budach. All ayes, motion carried.

Budach also presented the billable costs of the Armstrong Special Election. Auditor Sathoff reported the billable costs of the Special Election was \$3,719.92. Motion by Pluth, second by Hansen to certify the costs and send the bill to the City of Armstrong. All ayes, motion carried.

Chairman Quastad opened the Public Hearing for the K&T Swine 3LLC Construction Permit for Barns 1 & 2. Kent Krause from Pinnacle joined the meeting to present the Master Matrix and explain. No site visit was required by the DNR.

Motion by Schumacher, second by Glasnapp to close the Public Hearing. The Auditor's Office did not receive any written comments. All ayes, motion carried.

Motion by Pluth, second by Schumacher to approve the Construction Permit for Barns 1 & 2. All ayes, motion carried.

Chairman Quastad opened the Public Hearing for the K& T Swine LLC Construction Permit for Barn 3. Ken Krause presented the Matrix and changes to the Matrix. No site visit was required by the DNR.

Motion by Hansen, second by Pluth to close the Public Hearing. The Auditor's Office did not receive any written comments. All ayes, motion carried.

Motion by Schumacher, second by Pluth to approve the Construction Permit for Barn 3. All ayes, motion carried.

Auditor Sathoff reported that the Department Heads met last Wednesday along with Supervisor Schumacher and formed a Health Insurance Committee including Heidi Goebel (chair), Tom Bauer, Walter Davis-Oeth, Larry Kirchner, Denise Ballard from IGHCP, Mary Moorman, Barb Bohm, Diann Minion, Travis Sheridan, Tom Egeland and Supervisor Hansen.

The Department Heads also formed an American Rescue Plan Committee including Amy M. Sathoff (chair), Kathy Preston, Mike Martens, Walter Davis-Oeth, Melanie Summers Bauler, Barb Bohm, Travis Sheridan, Diann Minion Deb Tietje and Tom Egeland.

Preston reported to the Department Heads that Emmet County had a 11% positivity rate the previous week which was 2<sup>nd</sup> highest in the State of Iowa.

Overall consensus of the Department Heads to follow the CDC Guidelines until they change. Since that meeting the CDC Guidelines have changed and so have the District Court has also changed their guidelines. The recommendation is to change the mask guidelines to state that masks are recommended rather than required. Motion by Pluth, second by Hansen to change the mask guidelines in the Courthouse to state that masks are recommended rather than required on all floors. All ayes, motion carried.

Schumacher reported that a Salary Study could be done that would show employees what their wage and benefit package actually is. Schumacher has asked Auditor Sathoff to find companies that could do that study.

Emmet County Sheriff Martens, EMA Director Sheridan and Public Health Nurse Preston will join the meeting next week to discuss climate control and shelving for the Sheriff Building, Heat for the EMA portion of the Sheriff's Building and the Salamander Inventory System.

Heidi Goebel, Allison Larson and Luwanda Towell representing the Personnel Policy Committee joined the meeting. The Personnel Policy Committee meets every 2 years to make recommended changes. Goebel reported that the stand-alone computer policy and page 15.0 Appropriate use of computers, Computer Network and the Internet seem to be redundant. Motion by Schumacher, second by Pluth to approve the verbiage changes and merge the stand-alone computer policy into the personnel policy as presented by Goebel. Goebel will have the County Attorney's office review the two policies to ensure all areas were included. All ayes, motion carried.

The Personnel Committee is recommending three changes to the current policy.

1. Emmet County Employees that are employed with the County for 20 years would receive 3 Personal Days per year.
2. Funeral Leave would include Great-Grandparents and Spouses Aunts and Uncles.
3. Add two hours Civil Leave to donate blood.

The Board discussed the possibility of being able to utilize Personal Days in smaller increments.

Motion by Pluth, second by Schumacher to approve recommendation number two to the current policy and allow employees to utilize personal days in .5 hour increments. All ayes, motion carried.

Goebel reviewed changes to the Iowa Public Records Laws. HF 291 has a new subsection 22.15 requires public employers to provide employees with written notice that information placed in a personnel file as a result of disciplinary action may become public record. Goebel will work on document that the employee would have sign upon termination.

Goebel thanked the Board for their time and support. The Board thanked the Committee and Goebel for their work on the policy.

The Board reviewed the following Manure Management Plan:

| Owner         | Facility Name    | Site Number |
|---------------|------------------|-------------|
| Duane Hoffman | Hoffman Duane    | #58894      |
| David Oleson  | D&P Hogs Inc. #2 | #58993      |

Motion by Pluth, second by Schumacher to adjourn the meeting at 11:20 am. All ayes, motion carried.

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Amy M. Sathoff  
Auditor

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Jeff Quastad  
Chair