

Approved Minutes Emmet County Board of Supervisor Minutes  
June 8, 2021 at 9:00 a.m.  
Regular Meeting  
Board Room, Courthouse

Present: Jeff Quastad, Chair  
Tim Schumacher, Vice-Chair – joined the meeting at 9:04 am  
John Pluth  
Todd Glasnapp  
Lisa K. Hansen

Absent:

Meeting ID: 826 3732 4813

Passcode: 455747

One tap mobile

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

During Public Forum, Glasnapp reported that at the Safety meeting it was reported that Emmet County is at 303 accident free days. There was discussion at the safety meeting that at 365, employees would be rewarded. At the safety meeting they discussed heat stroke and changes to child labor laws.

Pluth reported that he had met with a carpenter regarding the Annex building renovations. He will also be meeting with a plumber and an electrician and then create a bid format sheet with the carpenter to make sure bids are comparable.

The Board discussed courthouse renovations and Pluth will contact Jacobson-Westergard on the renovations.

Emmet County Auditor, Amy M. Sathoff reported that ED3 stamped warrant holders are inquiring when they will be getting paid. Pluth will follow up with Jacobson-Westergard on that as well.

Emmet County Engineer’s Office Manager, Allison Fisher joined the meeting and presented the FY2022 tabulation of fuel letting bids for Secondary Roads as follows:

Vendor	FUEL Bid	LP Bid
Maxyield Cooperative	\$220,144.20	\$9,750
Pro Cooperative	\$218,661.70	\$9,825
NuWay-K&H Cooperative	\$225,469.20	\$9,975

Motion by Pluth, second by Glasnapp to award the fuel bid to Pro Cooperative. All ayes, motion carried.

Motion by Glasnapp, second by Schumacher to award the LP bid to Maxyield Cooperative. All ayes, motion carried.

Resolution 20-19 appointing the Position of Emmet county Budget Director was not acted on.

Perry Russell of the American Legion reported to the Board that Memorial Day went well this year. He reported that 18 flags could not be displayed due to lack of poll mounts. Current poll mounts are deteriorated and in need of replacement. The Legion is working with C&G Manufacturing to design and make the 500 poll mounts and they will be doing fund raising at a later date.

Motion by Schumacher, second by Hansen to approve the following Firework permits unless banned by Red Flag warnings:

1441 500<sup>th</sup> Avenue, Dolliver July 4 – 5, 2021  
1221 500<sup>th</sup> Avenue, Dolliver July 10-11, 2021

All ayes, motion carried.

Emmet County Attorney, Melanie Summers Bauler joined the meeting.

The Board discussed funding options for the Budget Director Position. Bauler reported that she would not recommend taking the funding from the Supervisor’s wages. It was also discussed that the Board could not take a pay increase to fund the position. Auditor, Amy M. Sathoff reported funding could be in the form of an Auditor Adjustment at year end from the same service area with Board approval.

Emmet County Treasurer, Brenda Moore joined the meeting to discuss how the Compensation Board process.

Emmet County Recorder, Diann Minion joined the meeting.

The Board discussed fiscal year, funding source and whether the position must be filled with a current County employee.

No action was taken on the Budget Director Position.

Attorney Bauler reported that the Department Heads met and discussed the following:

- Wheelchair access and that the wheel chair will be stored on the lower level of the Courthouse and that EMA Director Sheridan is looking into obtaining a wheel chair for each level of the Courthouse.
- Opening of the Law Center doors was tabled because Sheriff Martens was unable to attend the meeting.
- The Emmet County website and cyber security training.
- IT Director will be switching everyone from a .com to a .gov email address before August.
- Next meeting of the Department Heads will be July 7, 2021.

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

Gross Pay 2021 May	323489.62
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Total Gross Payroll	453475.78
County Share IPERS	29796.8
County Share FICA	18721.43
County Share Medicare	4378.42
County Share Health Ins.	76741.11

**Claims Paid Prior to 06/08/2021**

DATE	VENDOR	PURPOSE	AMOUNT
5/11	GOEBEL, HEIDI	BALLOT PICK UP (OMAHA)	\$276.10
5/14	SECURE BENEFIT SYSTEMS	FLEX BENEFIT PROGRAM	\$3,737.20
5/28	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$3,499.18
5/28	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$998.11
5/28	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$501.54
		HEALTH INSURANCE	
5/28	EMPLOYEE BENEFIT SYSTEMS	PREMIUM	\$83,381.05
<b>TOTAL</b>			<b>\$92,393.18</b>

VENDOR	DESCRIPTION	AMOUNT
A & M LAUNDRY INC	LAUNDRY SERVICE	78.50
ACE HARDWARE	REPAIRS 267358	437.80
ADAMS, LOREN "TEX"	MILEAGE	21.80
AGUIRRE, DELIA	INTERPRETER	337.00
ALLIANT ENERGY	UTILITIES	679.99
ANDERSON TILING	DD 68 NM REPAIR	320.00
ANDERSON, DAVE L	Mileage	46.00
ARMSTRONG AMBULANCE	MONTHLY PAYMENT	388.37
ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00
ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00
ARNOLD MOTOR SUPPLY	PARTS	283.92
ASMUS FARM SUPPLY	CHEMICAL	62.50
AT & T	E911 ACCESS	48.16
AXON ENTERPRISE INC	EQUIPMENT~	960.00
AYERS, CHAD & TAMARA	CISTERN CLOSURE REBATE	300.00
BAULER, MELANIE	CELL PHONE REIMBURSEMENT	53.00
BCN TELECOM	BCN LONG DISTANCE	60.05
BLACK HILLS ENERGY	UTILITIES	1,033.10
BOMGAARS SUPPLY	NATURALIST SUPPLIES	4,583.14
BOONE COUNTY SHERIFF	SERVICE OF PAPERS	36.10
CAASA	MONTHLY PAYMENT	291.63
CDWG INC	EQUIPMENT~	69.51
CEN TEC CAST METALS PRODUCTS	MARKERS AND FLAGS	814.49
CENTRAL IA JUV DETENTION CTR	SHELTER CARE	15.00
CENTURYLINK	PHONE	297.85
CENTURYLINK	PHONE	38.93
CHEROKEE COUNTY SHERIFF	SERVICE OF PAPERS	34.00
CITY OF ESTHERVILLE	UTILITIES	6,031.23
CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,416.63
CITY OF RINGSTED	UTILITIES	29.50
COAKLEY, ALISON	CISTERN CLOSURE REBATE	300.00
COUNSEL	COPIER	74.65
COURT REPORTERS OF IOWA	DEPOSITIONS	45.15
CRONK, JACKIE	5/11/21 ELECTION	219.63
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	20.00
DOLLAR GENERAL	INCENTIVES	27.00
EARLY, STEPHANIE J	SERVICE OF PAPERS	29.00
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
ELECTRONIC SPECIALTIES	WALLINGFORD PD EQUIPMENT~	1,048.00
EMMET CO ENGINEER	Fuel	1,268.13
EMMET CO FAIRGROUNDS, CAMI PAULSON	MONTHLY PAYMENT	4,166.63
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO SHERIFF	TRANSPORT FEES	1,622.45
EMMET CO TREASURER	POSTAGE	713.12
ENDERSON, JEFFREY	CELL PHONE REIMBURSEMENT	20.00
E-PRIDE OFFICE PRODUCTS	OFFICE SUPPLIES	9.98
ESTHERVILLE COMMUNICATIONS	INTERNET FEES	70.00
ESTHERVILLE DINNER DATE	MONTHLY PAYMENT	300.00
ESTHERVILLE LIBRARY	MONTHLY PAYMENT	1,271.63
ESTHERVILLE NEWS AND SPIRIT	ADS	1,159.72
ESTHERVILLE READY MIX	ROAD PATCH	2,544.00

EWEN, ALEX	CELL PHONE	20.00
FIRSTNET AT&T MOBILITY	REIMBURSEMENT MOBILE INTERNET	808.67
FREDERICKSEN, TRAVIS	CELL PHONE	20.00
FUNSTON, KRISTY	REIMBURSEMENT 5/11/21 ELECTION	13.50
GALLS KY	EQUIPMENT	123.30
GOEBEL, ROB	MONTHLY PAYMENT	1,742.00
GORDON FLESCH TX	COPIER	440.08
GREAT AMERICA FINANCIAL SVCS	Copies Lease - Lanier	515.41
GREIG, JAN	5/11/21 ELECTION	13.50
HANSEN, LISA	MILEAGE	37.00
HOOGE, SHARON	CELL PHONE	386.50
HOWING, MICHELLE	REIMBURSEMENT CELL PHONE	20.00
HUMANE RESTRAINT	REIMBURSEMENT EQUIPMENT~	276.00
HUNTLEY, BEN	MILEAGE AND EXPENSES	314.50
HY-VEE ACCOUNTS RECEIVABLE	ELECTION SUPPLIES	1,869.34
ICIT- ALISSA HOLTZ	ICIT DUES	50.00
ICS JAIL SUPPLIES INC	JAIL SUPPLIES~	74.16
IMWCA	Workers Compensation Insurance	52,789.00
INMAN ELECTRIC	POSTAGE	55.47
IOWA LAKES ELECTRIC COOP	FLASHING SIGNAL LIGHTS	210.09
IOWA LAKES REGIONAL WATER	UTILITIES	137.50
IOWA LAW ENFORCEMENT ACADEMY	TRAINING	475.00
IPAC	FY22 PRECINCT ATLAS	3,767.76
ISAC EDUCATION & SEAT TRAINING	MEETING	210.00
JASA, KEVIN	TUTTLE LAKE TREE REMOVAL	475.00
JCL SOLUTIONS - JANITORS CLOSE	CUSTODIAL	550.02
JOHN DEERE FINANCIAL	PARTS	170.22
JOHNSTON AUTO STORES	PARTS	313.57
JONES, VAL	5/11/21 ELECTION	132.75
K & H CO-OP OIL CO	LP FUEL	973.52
KAMINSKI, THEODORE	MILEAGE	20.18
KILR RADIO	OUTREACH	203.00
KIRCHNER, LARRY	CELL PHONE	20.00
LARSEN, LORI	REIMBURSEMENT 5/11/21 ELECTION	132.75
LAWSON PRODUCTS INC	SUPPLIES	365.20
LEWIS, SUE	MATRON FEES	100.00
MADDEN, ALAN	Mileage	50.00
MAIL SERVICES	JUNE RENEWAL NOTICES	385.71
MANWARREN, JOEY'S LAWN SERVICE	GROUNDS	525.00
MARCO (DALLAS)	COPIER	1,017.20
MARCO (MPLS)	COPIER	238.69
MCCARTHY, MARCIA	TRANSCRIPT	15.00
MEDIACOM	TELEPHONE/INTERNET	1,560.20
ME'S BODY SHOP	REPAIRS~	150.00
MIDAMERICAN ENERGY CO	UTILITIES	19.35
MIDWEST TECHNOLOGY SERVICES	COURTROOM WIRING	17,557.67
MINION, DIANN	EXPENSE REIMBURSEMENT	59.80
MONONA CO SHERIFF	SERVICE OF PAPERS	103.93
MOORE, BRENDA	EXPENSE REIMBURSEMENT	11.75
MOORE, CAMELA	5/11/21 ELECTION	132.75
MOORMAN, MARY	CELL PHONE	76.75
MORPHEW STUDIOS	REIMBURSEMENT WEBSITE MAINTENANCE~	1,200.00
MOTOR INN OF ESTHERVILLE	REPAIR BALANCE DUE	8.09
MYHRE, PAULA	MILEAGE AND EXPENSES	88.50
NORTHSTAR BANK ESTHERVILLE	DEPOSIT SLIPS	282.00
NORTHSTAR ELECTRIC LLC	REPAIRS~	79.50
NW IA PLANNING & DEVELOPMENT	CPR CLASS	96.00
OCD CLEANING	CUSTODIAL	200.00
OFFICE ELEMENTS	OFFICE SUPPLIES	1,360.65
OLESON, LUCAS	CELL PHONE	20.00
ONE OFFICE SOLUTION	REIMBURSEMENT OFFICE SUPPLIES	113.17
O'REILLY AUTOMOTIVE	PARTS~	35.98
PITNEY BOWES GLOBAL FINANCIAL	POSTAGE METER	796.92
PITNEY BOWES INC	POSTAGE METER	142.74
PLUTH, CAROL	5/11/21 ELECTION	21.25
POLK CO IA SHERIFF	SERVICE OF PAPERS	73.00
POSTMASTER	PO BOX	76.00
PRESTON, CORRIN	CELL PHONE	105.00
PRESTON, KATHLEEN	REIMBURSEMENT CELL PHONE	78.50
PRO COOP ESTHERVILLE	REIMBURSEMENT FUEL	33.46
PRO-VISION	EQUIPMENT~	1,325.06

RDI	ANTI-VIRUS RENEWAL	5,188.77
REGIONAL TRANSIT AUTHORITY	YEARLY PAYMENT	5,000.00
RINGSTED AMBULANCE	MONTHLY PAYMENT	330.38
RINGSTED LIBRARY	MONTHLY PAYMENT	423.87
RINGSTED SENIOR CITIZENS, %RON WILSON	MONTHLY PAYMENT	150.00
RINGTEL COMMUNICATIONS	UTILITIES	464.23
RIVER VALLEY TELECOMMUNICATION	UTILITIES	1,322.71
RODRIGUEZ, ROSALIA	MATRON FEES	120.00
ROSBURG, LISA	CELL PHONE REIMBURSEMENT	20.00
RSVP	YEARLY PAYMENT	1,500.00
RUSSELL, RHONDA	MILEAGE AND EXPENSES	208.00
SANOFI PASTEUR INC	VACCINES	107.32
SATHOFF, AMY	CELL PHONE REIMBURSEMENT	20.00
SCHUMACHER ELEVATOR	ELEVATOR MAINTENANCE	176.38
SCHUMACHER, TIMOTHY	MILEAGE	82.00
SOUTHWEST PUBLIC SAFETY	EQUIPMENT~	82.45
STARNET - RIVER VALLEY TEL CO	WEB HOSTING	35.00
STATE HYGIENIC LAB, UNIVERSITY OF IOWA	WATER SAMPLES	115.00
STOREY KENWORTHY/MATT PARROTT	OFFICE SUPPLIES	167.84
SUNSET LAW ENFORCEMENT LTD	EQUIPMENT~	324.05
TATMAN, ANTHONY	SCREENING~	10.00
TENDAL, ANNIE	MATRON FEES	80.00
TERRIL TELEPHONE CO	E911 ACCESS	5.68
THAEMLITZ, FRED	TOOLS	24.99
TIETJE, DEBORAH	EXPENSE REIMBURSEMENT	400.05
TRITECH FORENSICS	SUPPLIES~	115.70
TROPICAL VALLEY FISH & PETS	NATURALIST SUPPLIES	243.21
UKASICK, DAWN	MILEAGE AND EXPENSES	14.50
UNIFORM DEN	UNIFORMS~	40.90
US POSTAL SERVICE - POSTAGE B	PREPAID POSTAGE	500.00
VERIZON WIRELESS	CELL SERVICE	838.76
VISA	SUPPLIES	1,879.54
VISUAL IDENTITY VAULT	MARKETING	300.00
WELLS FARGO - ELITE CARD	EXPENSES	2,575.44
WESSELS OIL COMPANY INC	DUST CONTROL	345.00
WINDSTREAM	PHONE	16.73
WINDSTREAM	PHONE	217.32
ZEMAN, SUE	MOWING	260.00
	GRAND TOTAL	155,042.72

The Board considered three Joint Drainage District Levies that Emmet County is Control County for.

Motion by Pluth, second by Glasnapp to approve the Joint Levy on ED1 in the amount of \$3,358.23 (Emmet \$2,489.57, Dickinson \$868.66). All ayes, motion carried. Rosburg will forward to Dickinson County for their approval.

Motion by Hansen, second by Schumacher to approve the Joint Levy on EPA 17 Lat 3 in the amount of \$1,026.35(Emmet \$1,026.35, Palo Alto \$0 all lands lie in Emmet County). All ayes, motion carried. Rosburg will forward to Palo Alto County for their approval.

Motion by Schumacher, second by Pluth to approve the Joint Levy on EPA21 Line B Lat 3 in the amount of \$216.42 (Emmet \$164.36, Palo Alto \$52.06). All ayes, motion carried. Rosburg will forward to Palo Alto County for their approval.

Motion by Pluth, second by Glasnapp to approve the drainage claim as presented. All ayes, motion carried.

The Board reviewed the pending drainage assessments to date. Auditor Sathoff would like to go through the end of the fiscal year and then present the levies the first week of July 2021.

The Board reviewed the following Manure Management Plans:

Owner	Facility Name	Site Number
Sceinicview Farms, LLC	Opheim Finisher Farm	#63917
Tyrone Askeland	Askeland Finisher Farm	#63916
New Fashion Pork	Farm 168 – Solberg	#63804
Hawkeye Four Inc.	Hawkeye Four Site	#60817

The Board reviewed the Notice of Intent to Issue a Permit for K&T Olson Swine 3 Site from the Department of Natural Resources.

Quastad asked the Board to take a look at the maple tree on the southwest corner of the block when they leave.

Motion by Glasnapp, second by Hansen to adjourn the meeting at 11:00 am. All ayes, motion carried.

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Amy M. Sathoff  
Auditor

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Jeff Quastad  
Chair