

Approved Minutes Emmet County Board of Supervisor Minutes
 December 14, 2021 at 9:00 a.m.
 Regular Meeting
 Board Room, Courthouse

Present: Jeff Quastad, Chair
 Tim Schumacher, Vice-Chair
 John Pluth
 Todd Glasnapp
 Lisa Hansen – Joined telephonically via Zoom

Absent:

Meeting ID: 884 8644 7416
 Passcode: 265002
 One tap mobile
 +13017158592,,88486447416#,,, *265002# US (Washington DC)
 +13126266799,,88486447416#,,, *265002# US (Chicago)

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

During public forum, Quastad reported on the CO2 pipeline meeting he attended in Spencer.

Auditor Sathoff shared the January 1, 2021 Emmet County Valuations. Valuations increased by 3.12174% from last year.

Glasnapp reported on yesterday’s Safety Meeting and Emmet County is 80 days accident free. Emmet County employees participated in a Winter Driving Defensive class.

Schumacher shared that the Emmet County Safety program does help our ICAP insurance rate.

Pluth will attend a Corridor meeting tomorrow.

Emmet County Auditor, Amy M. Sathoff requested the Board allocate the entire FY2022 Information Technology budget of \$163,961. The request is due to equipment purchases and maintenance contracts. Motion by Pluth, second by Glasnapp to approve the request. All ayes, motion carried.

The Board discussed the draft letter to the Iowa Utilities Board. Schumacher will work further on the draft. This will be put on next week’s agenda.

Deb Tietje joined the meeting to answer questions regarding the process of hiring her successor as Veteran’s Affairs Director upon her retirement.

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

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

Gross Pay 2021 November	
Total Gross Payroll	452617.03
County Share IPERS	30040.31
County Share FICA	18751.00
County Share Medicare	4385.34
County Share Health/Den Ins.	75745.07

Claims Paid Prior to 12/14/2021

DATE	VENDOR	PURPOSE	AMOUNT
11/10	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$1,936.41
11/10	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$220.30
11/10	ESTHERVILLE AMERICAN LEGION	FLAG HOLDERS	\$5,000.00
11/19	EMPLOYEE BENEFIT SYSTEMS	HEALTH INSURANCE PREMIUM	\$84,678.89
11/19	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$554.21
11/19	ICAP	INSURANCE	\$84,544.00
12/6	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$1,194.21
12/6	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$675.63
12/6	IA DRAINAGE DIST ASSOC	MEETING REGISTRATION	\$120.00
TOTAL			\$178,923.65

VENDOR	DESCRIPTION	AMOUNT
A & M LAUNDRY INC	LAUNDRY SERVICE	112.25
ACE HARDWARE	REPAIRS	130.74
ADAMS, LOREN "TEX"	MILEAGE	19.62
ALLIANT ENERGY	ARMSTRONG REPEATER	819.34
ALPHA WIRELESS COMM.	2 GRUVER FIRE PAGERS	867.60
AMERICAN MUSCLE	Repairs	197.35
ANDERSON TILING	DD 100 REPAIR	399.00
ARMSTRONG AMBULANCE	MONTHLY PAYMENT	388.33
ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00

ARMSTRONG JOURNAL	WANT AD	1,206.78
ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00
ARMSTRONG SERVICE CENTER	FUEL AND SUPPLIES	422.23
ARNOLD MOTOR SUPPLY	PARTS	62.37
AT & T	E911 ACCESS	46.70
AVERA HOLY FAMILY	PRISONER CARE	1,078.50
BAULER, MELANIE	CELL PHONE REIMBURSEMENT	20.00
BCN TELECOM	BCN LONG DISTANCE	105.30
BLACK HILLS ENERGY	UTILITIES	1,842.27
BLINK MARKETING INC, JILL HARMS	COVID MARKETING	262.20
BLUM & LEONARD AGENCY INC	NEW BUILDING INSURANCE	405.00
BUDACH, ROXANNE	CELL PHONE REIMBURSEMENT	20.00
BURTON, DANIEL	DD EPA 17 ONE BEAVER TRAPPED	200.00
CAASA	MONTHLY PAYMENT	291.67
CDWG INC	7 MONITORS	1,013.18
CEDILLO, ELDA	INTERPRETER	133.50
CENTURYLINK	PHONE	434.66
CENTURYLINK	PHONE	31.99
CITY OF ARMSTRONG	UTILITIES	101.75
CITY OF ESTHERVILLE	UTILITIES	5,532.49
CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,416.67
CITY OF RINGSTED	UTILITIES	39.50
CITY OF WALLINGFORD	UTILITIES	57.17
CLAGUE, DEBORAH	NOTARY RENEWAL REIMBURSEMENT	66.14
CLAY COUNTY SHERIFF DEPT	SERVICE OF PAPERS	37.00
CMBA ARCHITECTS	ARCHITECT SERVICES	7,412.96
COUNSEL	Copies - Ricoh	109.39
CREECH MD, JAMES	MEDICAL EXAMINER FEES	800.00
DAN'S REPAIR	TIRE SERVICE	185.00
DASH MEDICAL GLOVES INC	GLOVES	201.90
DAVIS-OETH, WALTER	EXPENSES	17.00
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	20.00
DICKINSON CO AUDITOR	DD 61 ECD TAXES COLLECTED	10,056.00
DIETRICH, LEA	MILEAGE AND EXPENSES	61.41
DOLLAR GENERAL	INCENTIVES	29.65
DOUGLAS COUNTY SHERIFF	SERVICE OF PAPERS	50.00
DRAIN PRO OF NW IOWA LLC	REPAIRS	190.00
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
EMMET CO ENGINEER	Fuel	7,088.15
EMMET CO FAIRGROUNDS, CAMI PAULSON	MONTHLY PAYMENT	4,166.67
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO TREASURER	POSTAGE	2,281.85
EMPLOYEE BENEFIT SYSTEMS, GREAT RIVER	PSF CLAIMS ACCOUNT	5,264.77
INSURANCE CO		
ENDERSON, JEFFREY	CELL PHONE REIMBURSEMENT	20.00
E-PRIDE/SPENCER OFFICE PRODUCT	OFFICE SUPPLIES	225.86
ESTHERVILLE COMMUNICATIONS	INTERNET FEES	70.00
ESTHERVILLE DINNER DATE	MONTHLY PAYMENT	300.00
ESTHERVILLE LIBRARY	MONTHLY PAYMENT	1,271.67
ESTHERVILLE NEWS AND SPIRIT	RENEWALS	1,088.71
ESTHERVILLE PAINT & GLASS	SIGNS	17.22
ESTHERVILLE PHARMACY	PRISONER MEDS	775.34
EWEN, ALEX	CELL PHONE REIMBURSEMENT	20.00
FAREWAY STORES	SUPPLIES	261.94
FIRSTNET AT&T MOBILITY	ECC AIR CARD	1,119.34
FORCE AMERICA DISTRIBUTING LLC	PARTS	391.46
FORESTRY SUPPLIERS INC	DITCH BURNING SUPPLIES	450.29
FRANZEN NELSON, STEPHANIE	MATRON FEES	55.00
FREDERICKSEN, TRAVIS	REIMBURSEMENT	20.00
G2 AUTOMATED TECHNOLOGIES LLC	SUPPLIES~	598.50
GLASNAPP, TODD	MILEAGE	90.00
GOEBEL, HEIDI	CELL PHONE REIMBURSEMENT	20.00
GOEBEL, ROB	MONTHLY PAYMENT	1,992.00
GORDON FLESCH TX	COPIER	207.04
GORDON FLESCH WI	COPIER	255.73
GRAHAM TIRE SPENCER	TIRES	297.64
GREAT AMERICA FINANCIAL SVCS	COPIER	353.28
H & H IND	LIGHT BULBS	431.87
HALL, KYLEE	TRANSCRIPT	11.00
HANSEN, LISA	MILEAGE	65.00
HARRIS SANITATION & SONS INC	DUMPSTER SERVICE	374.00
HEARTLAND SECURITY SERVICES	SECURITY SERVICE	314.25
HENRY-OLSON FUNERAL HOMES	TRANSPORT	3,400.00
HOME IMPROVEMENT CENTER	SUPPLIES	241.66
HOOGE, SHARON	CELL PHONE REIMBURSEMENT	241.15
HOWING, MICHELLE	CELL PHONE REIMBURSEMENT	20.00

HUNTLEY, BEN	MILEAGE AND EXPENSES	414.50
HY-VEE ACCOUNTS RECEIVABLE	INCENTIVES AND SUPPLIES	1,697.51
IA DEPT OF AG & LAND STEWARDSH	MINERAL RENEWALS	490.00
IA DNR WATER SUPPLY OPERATIONS	WATER WELL PERMITS	75.00
IA FREEDOM OF INFO COUNCIL	ELECTION SUPPLIES	44.50
ILCC	ELECTION SUPPLIES	95.00
INMAN ELECTRIC	WATER SAMPLE POSTAGE	48.50
IOWA DEPT OF PUBLIC SAFETY, TINA PALMER	IOWA ONLINE SYSTEM	1,762.50
IOWA LAKES CORRIDOR DEVELOPMEN	MONTHLY PAYMENT	2,500.00
IOWA LAKES ELECTRIC COOP	FLASHING SIGNAL LIGHTS	4,307.93
IOWA LAKES REGIONAL WATER	UTILITIES	138.75
IOWA LAW ENFORCEMENT ACADEMY	PRE EMPLOYMENT MMPI EVALUATION~	150.00
IOWA PRISON INDUSTRIES	SIGNS	438.05
IPAC	PRECINCT ATLAS ASSESSMENT	3,000.00
JCL SOLUTIONS - JANITORS CLOSE	CUSTODIAL	945.94
JOHN DEERE FINANCIAL	SNOW BLOWER PARTS	1,175.96
JOHNSTON AUTO STORES	PARTS~	1,328.83
K & H CO-OP OIL CO	LP FUEL	99.70
KANE, MARTIN	MILEAGE	58.00
KILR RADIO	ADVERTISEMENT	203.00
KIRCHNER, LARRY	CELL PHONE REIMBURSEMENT	20.00
KIRKHAM, MICHAEL & ASSOC INC	BRIDGE INSPECTION SERVICES	1,516.28
KOSSUTH CO AUDITOR	DD EKPA 1 (TRI 84) LAT 37 TAXES	2,003.50
LAWSON PRODUCTS INC	PARTS	709.18
MADDEN, JIM	WELL CLOSURE REBATE	500.00
MAIL SERVICES	AUTO RENEWALS	545.01
MARCO (DALLAS)	COPIER	932.96
MARCO (MPLS)	COPIER	568.13
MATA CONSTRUCTION, JOAQUIN MATA	NC BUILDING	19,135.00
MCKEEVER, DEBRA	DEPOSITIONS	181.50
MCKESSON MEDICAL & SURGICAL	SUPPLIES	101.27
MEDIACOM	TELEPHONE/INTERNET	1,903.86
MIDWEST TECHNOLOGY SERVICES	PHONE PROGRAMMING SERVICES	85.00
MOORE, BRENDA	NOTARY RENEWAL REIMBURSEMENT	59.35
MOORMAN, MARY	MILEAGE	37.00
MOTOR INN OF SPIRIT LAKE	PARTS	4.50
MYHRE, PAULA	MILEAGE	236.00
NACO	MEMBERSHIP FEES	450.00
NAPA - ESTHERVILLE	PART5	317.14
NATIONAL PUBLIC EMPLOYER, RELATIONS ASSN	MEMBERSHIP FEES	215.00
NEW COOPERATIVE INC	FUEL	142.39
NORTHERN SAFETY CO INC	SQUAD TRUCK SPOTLIGHT	289.68
OFFICE ELEMENTS	COPIER	61.54
OLESON, LUCAS	CELL PHONE REIMBURSEMENT	20.00
ONE OFFICE SOLUTION	OFFICE SUPPLIES	444.83
O'REILLY AUTOMOTIVE	PARTS	25.12
OUTLET STORES	ELECTION SUPPLIES	17.94
PITNEY BOWES GLOBAL FINANCIAL	POSTAGE METER	796.92
PITNEY BOWES INC	POSTAGE METER	142.74
PRESTON, CORRIN	CELL PHONE REIMBURSEMENT	77.50
PRESTON, KATHLEEN	CELL PHONE REIMBURSEMENT	46.00
PRO COOP POCAHONTAS	FUEL	11,718.14
PYTLESKI, MICHAEL	MILEAGE	17.40
RDI	IT SUPPORT	9,418.74
RICK'S PEST CONTROL	JAIL PEST CONTROL	40.00
RINGSTED AMBULANCE	MONTHLY PAYMENT	330.42
RINGSTED DISPATCH	PUBLICATIONS	354.90
RINGSTED LIBRARY	MONTHLY PAYMENT	423.83
RINGSTED SENIOR CITIZENS, %RON WILSON	MONTHLY PAYMENT	150.00
RINGTEL COMMUNICATIONS	PHONE	464.51
RIVER VALLEY TELECOMMUNICATION	PHONE	833.94
RODRIGUEZ, ROSALIA	MATRON FEES	105.00
ROSBURG, LISA	CELL PHONE REIMBURSEMENT	20.00
RUSSELL, RHONDA	MILEAGE	120.00
S & R AUTO AND TIRE INC	PROPANE	177.60
S & S PEST CONTROL	JAIL PEST CONTROL	275.00
SANOFI PASTEUR INC	VACCINES	1,334.26
SATHOFF, AMY	CELL PHONE REIMBURSEMENT	200.00
SCHNEIDER CORPORATION	Web Services thru 3/31/22	2,355.00
SCHUMACHER ELEVATOR	ELEVATOR MAINTENANCE	182.16
SCHUMACHER, TIMOTHY	MILEAGE	196.00
SECURE BENEFITS	FLEX BENEFIT PROGRAM	4,506.69
SECURE SHRED SOLUTIONS LLC	SHREDDING SERVICE	52.00
SHERIDAN, TRAVIS	CELL PHONE REIMBURSEMENT	20.00
SMART TECHNOLOGY TEAM SOLUTION	SUPPLIES AND SERVICES	923.24
SNAP ON, LARRY WHITE TOOLS	TOOLS	54.50

STALLS FARM & HOME	PARTS	482.39
STATE HYGIENIC LAB, UNIVERSITY OF IOWA	WATER TESTING	169.00
STOREY KENWORTHY/MATT PARROTT	OFFICE SUPPLIES	384.39
STREICHER'S	EQUIPMENT~	466.00
SUESS, TRACY	MATRON FEES	120.00
TATMAN, ANTHONY	CRITICAL HIRE SCREENINGS	20.00
TERRIL TELEPHONE CO	E911 ACCESS	5.68
TIETJE, DEBORAH	MILEAGE AND EXPENSES	226.78
TROPICAL VALLEY FISH & PETS	NATURALIST SUPPLIES	182.29
TYLER TECHNOLOGIES	EAGLE RECORD ANNUAL FEE	6,652.00
UNITYPOINT CLINIC, OCCUPATIONAL MEDICINE	DRUG SCREENS	252.00
US POSTAL SERVICE - POSTAGE B	PREPAID POSTAGE	500.00
VANGUARD APPRAISALS INC	ServicePLUS	507.50
VERIZON WIRELESS	Cell Phone Service	631.65
VISA	Fuel - District Meeting	1,197.57
WALLINGFORD FIRE DEPT	AED SUPPLIES	811.60
WATSON & RYAN	Attorney Fees	1,950.00
WELLS FARGO - ELITE CARD	SUPPLIES AND EXPENSES	754.81
WEST PAYMENT CENTER	STATE RULES	878.50
WINDSTREAM	CRISIS LINE	45.87
WINDSTREAM	PHONE	216.77
WORLD DATA CORPORATION	2022 DMV RESOURCE BOOKS	220.00
YOUNG BROS LAWN PROTECTION INC	LAWN CARE	307.75
ZIEGLER	PARTS	4,308.90
	GRAND TOTAL	178,614.79

Shari Kastein of the Family Crisis Center joined the meeting with an annual update for the Board and shared information on services provided to Emmet County residents. Kastein reported that the case load in Emmet County has increased over the past year.

Auditor Sathoff mentioned that the Family Crisis Center received \$5,000 for FY2022 and they did sign a service agreement. Kastein thanked the Board for their contribution.

The Board opened the Annex Building Plumbing and concrete project bids. There are two bids on the project and they are as follows:

JT Excavation Option 1	\$31,584
JT Excavation Option 2	\$27,384 (does not include vanity and countertops)
Duitsman Plumbing	\$23,690.71

Motion by Schumacher, second by Pluth to accept the low bid for plumbing and concrete work from Duitsman Plumbing of \$23,690.71. All ayes, motion carried.

Jessica Amendt and Bob Shaw from Discovery House joined the meeting. Amendt is the new Director of Discovery House. Amendt reported on Discovery House programs and her vision and goals as Director of Discovery House.

Shaw shared the projected operational budget for 2022.

Auditor Sathoff asked Amendt if she had received a service contract that was sent to Discovery House. Amendt will return the Contract and then Emmet County can issue the FY2022 contribution of \$2,000.

Quastad and Mike Tideman reported that Northwest Iowa Regional Housing will be funding some building improvements for Discovery House.

The Board reviewed Chapter 3 – Voting Precincts of Emmet County's Code of Ordinances. Auditor Sathoff reported that the 2020 Census information did not change any voting precincts for Emmet County however, Plan 1 counties must submit the State of Iowa County Reprecincting Worksheet. Motion by Glasnapp, second by Schumacher to approval of the State of Iowa Reprecincting worksheet as presented. All ayes, motion carried.

Motion by Pluth, second by Glasnapp to approve the following joint drainage district claim:

District	Vendor	Description	Amount
EPA 17	Daniel Burton	Beaver Tail	\$50.00

All ayes, motion carried.

The Board reviewed the following Manure Management Plan:

Owner	Facility Name	Site Number
Summit Pork III LLP	Denmark 18	#71635

Motion by Schumacher, second by Pluth to adjourn the meeting at 11:00 a.m. All ayes, motion carried.

Amy M. Sathoff
Auditor

Jeff Quastad
Chair