

Approved Minutes Emmet County Board of Supervisor Minutes
January 3, 2023 at 9:00am.
Regular Meeting
Board Room, Courthouse

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

Media present: Mike Tidemann and Ed Funston

Magistrate David Forsyth administered the oaths of office. Elected to four-year terms: Jeff Quastad, John Pluth (supervisors), Melanie Summer Bauler (county attorney), Diann Minion (county recorder), Lisa Rosburg (treasurer).

First working meeting of 2023 was called to order by Quastad. All in attendance recited the Pledge of Allegiance. Motion by Schumacher, second by Pluth to approve the minutes from last week's meeting, also approving them for publication. All ayes, motion carried.

Motion by Schumacher, second by Pluth to appoint Todd Glasnapp as Board Chair and Lisa Hansen as Board Vice Chair for 2023. All ayes. Motion carried.

Emmet County Attorney, Melanie Summers Bauler brought two Ahlers and Cooney engagement letters to the board. The first letter is to jointly represent Emmet County with Shelby and Kossuth Counties in the matter of the Iowa Utilities Board petition to intervene with the pipeline construction. The second letter is to develop pipeline ordinances. The letters stated the fees charged by Ahlers and Cooney. Motion by Quastad to sign the engagement letters, second by Pluth. All ayes. Motion carried.

Summers Bauler stated she was having a phone conference with Ahlers and Cooney attorney, Elizabeth Burnett, within the next couple of days to talk about the draft of the pipeline ordinances.

Public forum, Quastad attended the ECCOG meeting. The annual financial audit for ECCOG will cost \$20,000. Auditor Amy Sathoff joined the meeting via Zoom to notify the board that she got the county valuations uploaded to the Iowa Department of Management. Emmet County valuations increased .8774%. She will be working on scheduling budget work sessions and will be getting the budget information out to department heads.

Motion to adopt Resolution #2023-01 Naming Depositories per Iowa code section 12C for Emmet County Treasurer by Schumacher, second by Hansen. Roll call vote. Schumacher-aye, Hansen-aye, Pluth-aye, Quastad-aye, Glasnapp-aye. All ayes. Motion carried.

RESOLUTION #2023-01

NAMING DEPOSITORIES AS PER IOWA CODE SECTION 12C

BE IT RESOLVED, that the Board of Supervisors of Emmet County, Iowa, approves the following list of financial institutions to be depositories of the Emmet County funds in conformance with all applicable provisions of Iowa Code Chapter 12C.

The Emmet County Officers are hereby authorized to deposit the Emmet County funds in amounts not to exceed the maximum approved for each respective financial institution as set out below:

Depository Name	Location	Maximum Balance under this Resolution
Treasurer: NorthStar Bank	Estherville	\$15,000,000.00

Roxanne Budach, Emmet County Deputy Commissioner of Elections, joined the meeting to present the appointment listing to various Emmet County Boards and Committees for 2023. Motion to approve with the tentative changes by Pluth, second by Schumacher. All ayes. Motion carried.

APPOINTMENTS TO COMMITTEES FIRST WORKING DAY OF NEW YEAR - 2023

AREA REGIONAL TRANSIT AUTHORITY (RIDES)	Tim Schumacher
CENTRAL IA JUVENILE DETENTION CENTER	Jeff Quastad, Lisa K. Hansen, Alternate
COMMUNITY HOUSING INITIATIVE	John Pluth
COUNTY BOARD OF HEALTH	Andy Spurgin 12/31/2024
December 31 Terms (3 Year Terms)	Lela Kruse 12/31/2023
	Dr. Keith Probst 12/31/2025
	Amber Henderson 12/31/2024
	Pam Caboth 12/31/2023
COUNTY CONSERVATION BOARD	David Enerson, Estherville 2028
(5 year terms Jan 1 of each year)	Curt Larson, Estherville 2025
	Greg Matheson, Ringsted 2024
	Phyllis McKean, Armstrong 2026
	Kim Swanson, Dolliver 2027
COUNTY MEDICAL EXAMINER	Dr James C. Creech 12/31/2024
(December 31 Term (2-Year Term)	
COURTHOUSE SECURITY	Emmet County Board of Supervisors' Chair
	Emmet Co Sheriff;
	Emmet County Clerk of Court;
	Melanie Summers Bauler,
	Emmet Co Attorney;
	Emmet Co Auditor;
	Third Judicial District Judge
COUNTY SOCIAL SERVICES & SIOUX RIVERS	John Pluth, Tim Schumacher
DRAINAGE ATTORNEY (yearly)	Richard Meyer
E-911	Todd Glasnapp, Lisa K. Hansen, Alternate
	Mike Martens & Travis Sheridan, Alternates
E.A.G.P. BOARD (Estherville Area Growth Partnership)	John Pluth, John Morosco
EMA BOARD	Todd Glasnapp, Lisa K. Hansen, Alternate
EMERGENCY MANAGEMENT COORDINATOR	Travis Sheridan
EMMET COUNTY COUNCIL OF GOVERNMENTS	Jeff Quastad, Lisa K. Hansen & Tim
	Schumacher, Alternate
EMMET COUNTY SAFETY COMMITTEE	Todd Glasnapp
ENGINEER	Walter Davis-Oeth
ENVIRONMENTAL HEALTH SPECIALIST	Ben Huntley
FIRE DISTRICT, ARMSTRONG	Roger Tirevold 1/1/2026
January 1 Terms (3 Years)	Richard Mullen 1/1/2025
	Chad Eaton 1/1/2024 TFV
FIRE DISTRICT, RINGSTED (3 year terms) July 1	Alan Meyer 7/1/2025
	Dennis Nelsen 7/1/2024
	Linn Ries 7/1/2023
GENERAL ASSISTANCE DIRECTOR	Casee Ross
GREEN RIBBON PROJECT	John Pluth & Penny Clayton
GLACIAL LAKES & PRAIRIE ESCAPES	Tim Schumacher
(appt Bd action 7-31-18 term goes until Resign off Board)	
HISTORIC PRESERVATION	Mary Gray 12/31/2024
December 31 Terms (3-year Terms)	Mildred Bryan 12/31/2023
	Paul Peterson 12/31/2025
IOWA STATE DRAINAGE DISTRICT ASSOCIATION	Jeff Quastad; Todd Glasnapp Alternate
KOSSUTH CLUSTER DECAT BOARD	John Pluth
(Emmet, Kossuth, Palo Alto Counties)	
NCRERC (North Central Regional Emergency Response Commission)	
(HAZMAT) NIACOG (North Iowa Council of Governments)	Jeff Quastad, Travis Sheridan, Alternate
NORTH CENTRAL IOWA EARLY CHILDHOOD BOARD	Lisa K. Hansen, Jeff Quastad, Alternate
(Emmet, Kossuth, Palo Alto & Winnebago Counties)	Val Jones
NORTHWEST IOWA HOUSING (3 YEAR TERMS)	Todd Glasnapp 01/01/2025
NORTHWEST IOWA PLANNING & DEVELOPMENT	
COMMISSION	Tim Schumacher
NORTHWEST IA REGIONAL HOUSING TRUST FUND	Jeff Quastad, Mike Tidemann
R.S.V.P.	Lisa K. Hansen, Jeff Quastad, Alternate
REGIONAL WORKFORCE INVESTMENT BOARD	Todd Glasnapp, Alternate Tim Schumacher
SAFETY DIRECTOR	Northwest Iowa Planning & Development
	Commission
SHIELD BOARD (SAFETY MEETINGS)	Todd Glasnapp

THIRD JUDICIAL DISTRICT BOARD
VETERAN'S AFFAIRS DIRECTOR
WEED COMMISSIONER (yearly)
WESTERN IOWA TOURISM REGION
ZONING DIRECTOR

John Pluth, Tim Schumacher, Alternate
Casee Ross
Bryan Kruse
Lexie Ruter
Barb Bohm

COMMITTEE TO ASSESS DAMAGES

Owners-Operators Agricultural Real Estate

Craig White
Dennis Smith
Jeff Felkey
Glenn E. Olson
Tim Oleson
Dave Enerson
*Need one more member

Licensed Real Estate Salesperson or Real Estate Brokers

Rob Goebel
Tammy Fredericksen
Edith Clarken
Dave Spurgin
Nancy Petersen-McCarroll
Mark Howell
Laura DeVary

Persons having knowledge of property in the County

Alan Madden
Doug Hansen
Mark C. Olson
Laurel Hash
Richard McKean
Holle Smith
David Rezac

Owners of City Property

Bob Rooney
Luann Swanson
Wesley Baddeley
Scott Taylor
Dan Jorgensen
*Need two more members

The Board received letters from Estherville News, Armstrong Journal and Ringsted Dispatch requesting they be made the 2023 Official County newspapers. Motion to approve by Quastad, second by Schumacher. All ayes. Motion carried.

Motion by Quastad to increase the mileage reimbursement for 2023 to 55 cents per mile, second by Schumacher. All ayes. Motion carried.

2023 dates to pay claims are:

January 10 February 14 March 14 April 11 May 9 June 13 & 27
July 11 August 8 September 12 October 10 November 14 December 12

Motion to approve by Schumacher, second by Quastad. All ayes. Motion carried.

Motion was made to appropriate the second half of the FY23 budget by Quastad, second by Pluth. All ayes. Motion carried.

The Board reviewed the 2022 Wage Publication report. Calendar year gross wages were \$4,079,693.07. Motion to approve for publication by Schumacher, second by Hansen. All ayes. Motion carried.

Employee Name	Wages
Glasnapp, Todd	32,232.66
Hansen, Lisa	32,457.66
Martens, Phyllis	25.00
Pluth, John	31,512.66
Quastad, Jeffrey	31,982.66
Schumacher, Timothy	31,512.66

Valen, Donald	25.00	Henricksen, Garrett	50,317.39
Budach, Roxanne	43,103.36	Hoiem, Lonnie	50,821.84
Goebel, Heidi	35,016.32	Kirchner, Larry	51,902.97
Rosburg, Lisa	50,518.57	Lambert, Andrew	50,457.32
Sathoff, Amy	60,719.70	Mack, Brian	50,442.60
Clague, Deborah	11,285.17	Maranell, Nicholas	7,257.90
Diaz, Silvia	46,397.19	Mcmurtry, Ryan	50,367.67
Edwards, Brittney	28,035.08	Oleson, Lucas	58,438.54
Moore, Brenda	60,719.70	Paulson, Clay	50,328.86
Rivera, Katherine	38,557.97	Shryock, Kevin	50,312.37
Schmaus, Annette	3,983.23	Swalve, Kevin	50,566.60
Weeter, Cherie	17,499.01	Wilson, Travis	50,489.60
Bixby, Elizabeth	5,275.74	Evans, Warren	455.00
Dettmann, Pamela	73,782.18	Kane, Martin	455.00
Howing, Michelle	49,177.03	Pytleski, Michael	385.00
Larson, Allison	9,115.39	Ross, Casee	51,009.11
Summers bauler, Melanie	87,237.06	Tietje, Deborah	12,358.27
Westfall, Julie	22,932.18	Anderson, Eric	55,972.20
Barrera, Michael	4,957.68	Budach, Paul	13,788.00
Bauler, Thomas	28,068.41	Foley, Ashley	40,599.96
Creech, Caleb	63,994.44	Gray, Garrett	5,299.50
Faas, Dillon	67,546.97	Ingvall, Jay	15,354.12
Greenwald, David	63,536.07	Mason, Ronald	15,653.14
Harvego, Laurie	61,877.08	Moffitt, Keith	7,118.45
Martens, Mike	80,594.70	Batman, Kari	49,745.61
Merrill, Jeffrey	70,223.46	Dietrich, Lea	30,521.80
Mickelson, Jesse	6,176.44	Hooge, Sharon	59,671.44
Ruter, Tony	65,851.32	Huntley, Ben	46,987.21
Schultes, Thomas	48,107.88	Moorman, Mary	42,416.92
Schultes, Justin	79,221.62	Myhre, Paula	14,000.62
Minion, Diann	60,719.70	Preston, Corrin	46,728.14
Quinn, Linda	18,522.94	Preston, Kathleen	39,937.37
White, Jill	33,448.08	Russell, Rhonda	21,748.52
Franzen nelson, Stephanie	17,718.75	Ukasick, Dawn	1,919.48
Fury, Dylan	29,098.32	Kruse, Bryan	11,585.13
Johnson, Dalton	23,773.53	Fairchild, Chad	6,312.84
Ouellette, Ahren	53,411.12	Fischer, Jarrod	12,687.50
Preston, Brett	17,122.13	Inman, Christopher	66,826.76
Rodriguez, Rosalia	20,660.79	Kollasch, Mackenzie	10,487.50
Rucker, Dalton	22,447.14	Krause, Emily	41,692.70
Sheridan, Travis	56,736.00	Preston, Sarah	6,150.00
Anderson, Arlo	51,675.32	Shatto, Tera	12,456.25
Boggess, Patrick	16,071.15	Whitacre, Casie	71,890.56
Brandenburg, Michael	50,568.83	Egeland, Thomas	43,998.90
Brenner, Myron	50,998.39	Enderson, Jeffrey	36,697.59
Burton, Daniel	71,576.42	Anderson, Dave	240.00
Coakley, Cory	45,581.52	Bohm, Barbara	70,193.16
Curry, Chris	50,640.41	Clarken, Edith	200.00
Davis-oeth, Walter	133,228.54	Larsen, Lori	17,932.52
Ewen, Alex	51,187.80	Madden, Alan	200.00
Fisher, Allison	40,593.43	Seylar, David	200.00
Fisher, Joel	184.62	Spurgin, Jill	200.00
Fredericksen, Travis	65,141.48	Stine, Tammy	53,880.78
		Towell, Lu wanda	47,666.70
		Total Wages:	4,079,693.07

The Board did follow up on the funding request of \$10,000 from Cherokee County Public Health for the Child Health and Oral Health Program to help pay for advertising, hiring and training of personnel to run this program in Emmet County. Hansen shared that Early Childhood Development meets on January 23 and are trying to find some funding to help pay for this. Motion to table by Quastad, second by Schumacher. All ayes. Motion carried. This will be put on the agenda again January 24.

The Board discussed the merger of the North Central Iowa and the Northwest Iowa Local Workforce Development Boards. Motion by Schumacher to approve the merger, second by Pluth. All ayes. Motion carried.

Emmet County Engineer, Walter Davis-Oeth joined the meeting to present his annual resolutions for approval.

Motion by Pluth to adopt Resolution 2023-03 Authorization of County Engineer for Farm-to-Market and federal and state aid Construction projects, second by Hansen. Roll call vote. Schumacher-aye, Hansen-aye, Pluth-aye, Quastad-aye, Glasnapp-aye. All ayes. Motion carried.

RESOLUTION #2023 – 03

BE IT RESOLVED by the Board of Supervisors of Emmet County, Iowa, that Walter E. Davis-Oeth, the County Engineer of Emmet County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and federal or state aid construction projects in this county.

APPROVED this 3rd day of January, 2023.

Todd Glasnapp, Chair

Attest by Roxanne Budach, Auditor's Assistant

Motion by Schumacher to adopt Resolution 2023-04 Title VI Provisions of Civil Rights Act of 1964 Secondary Roads, second by Pluth. Roll call vote. Schumacher-aye, Hansen-aye, Pluth-aye, Quastad-aye, Glasnapp-aye. All ayes. Motion carried.

RESOLUTION #2023 - 04

A RESOLUTION ADOPTING DOCUMENTS PERTAINING TO EMMET COUNTY'S COMPLAINT WITH TITLE VI PROVISIONS OF THE CIVIL RIGHTS ACT OF 1964.

WHEREAS, Emmet County has been a recipient of federal financial assistance from the U.S. Department of Transportation; and

WHEREAS, in receiving such financial assistance Emmet County is mandated to comply with the provisions of Title VI of the Civil Rights Act of 1964; and

WHEREAS, in order to continue receiving federal financial assistance from the U.S. Department of Transportation and the Iowa Department of Transportation the adoption of certain documents and establishment of certain programs is necessary.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Emmet County that:

- 1.) The Emmet County Engineer, Walter Davis-Oeth, is hereby designated the Title VI Coordinator for Emmet County Secondary Roads.
- 2.) The Emmet County Title VI Plan is hereby adopted and that the Chairman of the Board of Supervisors and Title VI Coordinator are authorized to sign said plan where required.
- 3.) The Standard DOT Title VI Assurances are hereby adopted and that Chairman of the Board of Supervisors is authorized to sign said document where required.
- 4.) The Title VI Notice to the public is hereby adopted and shall be posted where other public notices are displayed in the Emmet County Administration Building and County Engineer's Office. Furthermore, said notice shall be placed on the County's official website.
- 5.) The Title VI Coordinator is authorized to take any other actions necessary and/or recommended by the Iowa Department of Transportation, or other designated authority to comply with the provisions of Title VI of the Civil Rights Act of 1964.

APPROVED this January 3, 2023.

Todd Glasnapp, Chair

Attest by Roxanne Budach, Auditor's Assistant

Davis-Oeth gave road report.

The Board reviewed Manure Management plan annual updates for site Black Cat #71781.

The Board reviewed DNR authorization to use letter for site Denmark 26 ID#71781.

Motion to adjourn by Pluth, second by Hansen. All ayes. Motion carried.

Heidi Goebel, Auditor's Assistant

Todd Glasnapp, Chair