

Approved Minutes Emmet County Board of Supervisor Minutes
February 14, 2023 at 9:00am.
Regular Meeting
Board Room, Courthouse

Present: Todd Glasnapp, Chair
John Pluth
Tim Schumacher
Lisa K. Hansen
Jeff Quastad

Absent: None

Media: Mike Tidemann and Ed Funston

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

During Public forum, Quastad and Pluth reported on their visit to the Iowa State Capitol last week. Legislators gave them the impression that they are working on the issue but it may be too late for the currently proposed pipelines. The Board discussed a potential pipeline moratorium as a course of action. The Board will not be meeting next week as they may be attending meetings that day at the Capitol regarding the proposed pipelines.

Schumacher requested that the appointment of Lexi Ruter to the Northwest Iowa Planning and Development Commission be put on the next meeting agenda.

Schumacher also indicated that the Estherville Area Partnership for Growth (EAPG) needs a representative due to the resignation of Jay Lausen. The Board thought they had appointed someone. Auditor Sathoff will verify the appointment.

Hansen shared an email she received regarding the Proposed Pipeline.

Glasnapp reported that the committee will start interviews for the Information Technology position next week.

Emmet County Engineer, Walter Davis-Oeth joined the meeting to discuss equipment transmission issues. He also reported that Secondary Roads has been receiving 911 address requests from the pipelines. It was the consensus of the Board was not to assign those email addresses at this time.

Davis-Oeth reported that he will be meeting with Farm Bureau next week.

At 9:33 a.m. the Board opened the Public Hearing on the proposed Peters Subdivision. Emmet County Zoning Administrator Barb Bohm and realtor Mike Clarcken joined the meeting.

The Auditor's office did receive comment from the Estherville Planning and Zoning commission and the subdivision's proposed use is within the requirements of the Estherville Zoning Code and the Commission voted unanimously to recommend the request.

Clarcken addressed access issues that the Board was concerned about.

Motion by Schumacher, second by Pluth to close the public hearing. Roll Call Vote: Ayes: Schumacher, Hansen, Pluth, Quastad and Glasnapp. Nays: None.

Motion by Pluth, second by Hansen to approve the proposed Peters Subdivision as presented. All ayes, motion carried.

Emmet County Zoning Administrator, Barb Bohm presented the Emmet County Planning & Zoning Commission recommendation on an ordinance amending various sections of the 2013 Emmet County Zoning Ordinance for the purpose of regulating and restricting the use of land for the transport of Hazardous liquid through a hazardous liquid pipeline.

The Board will meet with Ahler's & Cooney Attorney Whipple in closed session on February 28, 2023 at 9:15 a.m. Motion by Quastad, second by Schumacher to set the public hearing on the proposed Ordinance Amendment for March 7, 2023 at 10:30 a.m. All ayes, motion carried.

The Board reviewed the Treasurer's monthly report.

The Board reviewed the monthly claims. Motion by Schumacher, second by Pluth to approve the claims as presented. All ayes, motion carried.

Motion by Quastad, second by Pluth to approve the drainage claims as presented with a correction. All ayes, motion carried.

Gross Pay 2023 January	347215.27
Total Gross Payroll	470662.67
County Share IPERS	30849.88
County Share FICA	20305.38
County Share Medicare	4748.88
County Share Health/Life/Dent Ins.	67463.26

Claims Paid Prior to 2/14/2023

DATE	VENDOR	PURPOSE	AMOUNT
1/20	EMPLOYEE BENEFIT SYSTEMS	HEALTH INSURANCE PREMIUM	\$81,384.05
1/20	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$796.24
1/20	SECURE BENEFIT SYSTEMS	FLEX BENEFIT PROGRAM	\$100.00
1/20	SECURE BENEFIT SYSTEMS	FLEX BENEFIT PROGRAM	\$3,835.53
1/27	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$3,026.88
1/27	DILLON FAAS	CELL PHONE REIMBURSEMENT	\$500.00
2/1	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$2,652.94
2/9	VERIZON WIRELESS	CELL PHONE BILL-LATE	\$181.47
2/9	BRENT HOWING	BEAVER TAIL CLAIM JAN 23	\$400.00
		TOTAL	\$92,877.11
	A & M LAUNDRY INC	LAUNDRY COURTHOUSE	77.00
	ACE HARDWARE	CLOROX	758.10
	AHLERS & COONEY, ACCOUNTING DEPT	PROFESSIONAL SERVICES IUB PROCEEDINGS	10,306.50
	ALL STAR LANES	CONDIMENTS FOR JAIL	69.88
	ALLIANT ENERGY	ARMSTRONG REPEATER RADIO SITE	1,568.32
	ANDERSON, JIM	SNOW REMOVAL-NOV,DEC,JAN	855.00
	ARMSTRONG AMBULANCE	MONTHLY PAYMENT	417.00
	ARMSTRONG BUILDING SUPPLY	PARTS	40.81
	ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00
	ARMSTRONG JOURNAL	Subscription	1,062.46
	ARMSTRONG LIBRARY	FY 23 FISCAL PAYMENT	6,916.00
	ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00
	ASPHALT PAVING ASSN OF IOWA	GREATER IOWA ASPHALT CONF,DAVIS-OETH,	1,005.00
	AT & T	E911 ACCESS	49.03
	AVERA HOLY FAMILY	PRE EMPLOYMENT TESTING	689.00
	AVERA MED GROUP ESTHERVILLE	PRE-EMPLOYMENT PHYSICAL	462.00
	AXON ENTERPRISE INC	REPLACEMENT OF TASER BATTERIES	174.40
	B & W CONTROL SPECIALISTS INC	DD 21 EPA LINE B LAT 1 (OD) WEED CONTROL	13,708.50
	BATMAN, KARI	CELL PHONE REIMBURSEMENT	71.70
	BCN TELECOM	BCN LONG DISTANCE	430.42
	BECKMAN, GLENIN	INTERPRETER	120.00
	BLACK HILLS ENERGY	UTILITIES	10,275.88
	BLAIR, BRANDON	SNOW REMOVAL ANNEX	620.00
	BOMGAARS SUPPLY	TOOLS, SUNDRY	297.30
	BUDACH, ROXANNE	CELL PHONE REIMBURSEMENT	20.00
	C & G MANUFACTURING LLC	WELDING SUPPLIES	102.82
	CAASA	MONTHLY PAYMENT	291.67
	CENTURYLINK	GRUVER	502.28
	CENTURYLINK	CONSERVATION PHONE	32.58
	CITY OF ARMSTRONG	WATER GARBAGE SEWER	120.32
	CITY OF ESTHERVILLE	ELEC WATER GARB SEWER	5,215.83
	CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,500.00
	CITY OF RINGSTED	WATER SEWER GARBAGE	39.50
	CITY OF WALLINGFORD	WATER SEWER	41.39
	CLAY COUNTY SHERIFF DEPT	SERVE PAPERS	37.00
	CMBA ARCHITECTS	PROFESSIONAL ARCHITECT SERVICES	7,006.99
	COUNSEL - VISUAL EDGE IT	COPIER CONTRACT	79.36
	COZO, LINN CO PLANNING & DEV	2023 MEMBERSHIP	75.00
	CREECH MD, JAMES	MEDICAL EXAMINER FEES	800.00

DAN'S REPAIR	SQUAD TIRE REPAIR	25.00
DES MOINES STAMP MFG CO	STAMPER	116.00
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	20.00
DIETRICH, LEA	MILEAGE	13.20
DLT SOLUTIONS LLC	ARCHITECTURE ENGINEERING CONSTRUCTION	4,882.65
DON JOSE RESTAURANT	PRISONER MEALS JAN 23	917.00
DRAIN PRO OF NW IOWA LLC	AUGER SEWER LINE	301.50
DUITSMAN PLUMBING & HEATING	TOILET REPAIR	59.00
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
ELEVATE THERAPY & ASSESSMENT	MMPI EXAMINATION	200.00
EMMET CO ENGINEER	Fuel	3,612.75
EMMET CO FAIRGROUNDS, CAMI PAULSON	MONTHLY PAYMENT	4,166.67
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO SHERIFF	TRANSFER FEES -FECR011887	261.35
EMMET CO TREASURER	POSTAGE	1,032.89
EMPLOYEE BENEFIT SYSTEMS	PARTIAL SELF FUNDING	1,032.31
ENDERSON, JEFFREY	CELL PHONE REIMBURSEMENT	20.00
ESTHERVILLE COMMUNICATIONS	INTERNET FEES	113.11
ESTHERVILLE DINNER DATE	MONTHLY PAYMENT	300.00
ESTHERVILLE LIBRARY	MONTHLY PAYMENT	1,353.58
ESTHERVILLE NEWS AND SPIRIT	Subscription	1,857.15
ESTHERVILLE PHARMACY	PRISONER MEDICATIONS	704.12
ESTHERVILLE PRINTING CO	Envelopes	944.60
EWEN, ALEX	PERSONAL CELL PHONE REIMBURSEMENT	20.00
FAREWAY STORES	OFFICE	1,808.75
FEGER, TERRY	SUPPLIES/INCENTIVES/MEETING HMA	
FIRSTNET AT&T MOBILITY	WELL RECONSTRUCTION REBATE	1,000.00
FORCE AMERICA DISTRIBUTING LLC	INTERNET HOT SPOT	1,299.57
FORGE & BUILD, (N IA LUMBER)	PARTS	317.80
FREDERICKSEN, TRAVIS	SIGN SUPPLIES	5.00
GALLS KY	PERSONAL CELL PHONE JAN 23	20.00
GLASNAPP, TODD	UNIFORMS	320.58
GOEBEL, HEIDI	MILEAGE	49.50
GOEBEL, ROB	CELL PHONE REIMBURSEMENT	385.51
GORDON FLESCH - MILWAUKEE, WI	MONTHLY PAYMENT	1,992.00
GORDON FLESCH TX	MAINTENANCE CONTRACT	845.53
GRAHAM TIRE SPENCER	COPIER	207.04
H & H IND	SQUAD CAR TIRES	320.50
HANSEN, LISA	LIGHTBULBS	686.77
HARRIS SANITATION & SONS INC	MILEAGE	70.40
HELMERS CONSTRUCTION-RANDY	DUMPSTER FEES	744.00
HENRY-OLSON FUNERAL HOMES	ROAD PATCHING N32 & A33	19,375.00
HI-WAY PRODUCTS INC	REMOVAL AND TRANSPORTATION TO STATE	2,500.00
HOOGE, SHARON	GUARDRAIL 1ST-FINAL	2,490.00
HOWING, MICHELLE	CELL PHONE REIMBURSEMENT	143.75
HUNTLEY, BEN	CELL PHONE REIMBURSEMENT	20.00
HY-VEE ACCOUNTS RECEIVABLE	MILEAGE AND EXPENSES	786.32
INLAND TRUCK PARTS & SERVICE	OFFICE SUPPLIES	601.81
INMAN ELECTRIC	PARTS	656.39
IOWA COUNTY RECORDERS ASSOC	BATTERIES	15,048.51
IOWA DEPT OF PUBLIC SAFETY, TINA PALMER	2023 DUES	200.00
IOWA LAKES CORRIDOR DEVELOPMEN	OCT NOV DEC 2022 ONLINE WARRANTS AND FY23 QTR 3	2,094.00
IOWA LAKES ELECTRIC COOP	UTILITIES	5,000.00
IOWA LAKES REGIONAL WATER	GRUVER WATER SEWER	3,023.77
IOWA LAW ENFORCEMENT ACADEMY	BIAS TRAINING	141.50
IOWA PRISON INDUSTRIES	SIGN INVENTORY	475.00
IOWA STATE MEDICAL EXAMINER	AUTOPSY FEES	1,034.40
ISAA, ATTN: WAYNE SCHWICKERATH	2023 Association Dues	4,073.00
ISAC EDUCATION & SEAT TRAINING	SEAT TRAINING	680.00
ISACA DIST II AUDITORS	DISTRICT 2 DUES FY 23	25.00
JCL SOLUTIONS - JANITORS CLOSE	SHOP SUNDRY	20.00
JOHN DEERE FINANCIAL	NOZZLE AND FILTER KIT	1,638.84
JOHNSTON AUTO STORES	CV STUB AXLE	148.67
JONES, KIRSTEN	GA RENT PAYMENT	704.17
KANE, MARTIN	MILEAGE & MEETINGS	415.00
KCN - KC NIELSEN LTD	SET UP NEW SNOWBLOWER	58.00
KIRCHNER, LARRY	PERSONAL CELL PHONE USE JAN 23	417.15
KWIK TRIP	FOOD FOR JAIL	20.00
LAWSON PRODUCTS INC	PARTS,BRAKE CLEANER, PAINT	60.24
LEWIS, SUE	MATRON FEES	3,182.72
		60.00

MAIL SERVICES	FEB RENEWAL NOTICES	321.13
MARCO (DALLAS)	COPIER LEASE	151.71
MARCO (MPLS)	COPIER	162.02
MATHESON TRI-GAS INC	WELDING SUPPLIES	72.93
MEADOW SECRETS LLC, TONI HAZEN	2022 COURTHOUSE FLOWERS	1,108.00
MEDIACOM	MAINT SHED	1,780.53
MIDAMERICAN ENERGY CO	UTILITIES	726.57
MINION, DIANN	OFFICE SUPPLIES	134.49
MOCIC	ANNUAL MEMBERSHIP FEE	100.00
MODERN MARKETING INC	DISASTER WALL CALENDAR	156.94
MONTREUIL, JILL	DHS CLEANING JAN 23	200.00
MOORMAN, MARY	CELL PHONE REIMBURSEMENT	43.40
MOTOR INN OF SPIRIT LAKE	SHIFTER CABLE	175.48
MYHRE, PAULA	MILEAGE	189.20
NAPA - ESTHERVILLE	MISC PARTS AND FILTER	389.36
NW IOWA REGIONAL HOUSING TRUST	FY 23 LOCAL MATCH CONTRIBUTION	694.00
OFFICE ELEMENTS	Office Supplies	439.49
OLESON, LUCAS	CELL PHONE REIMBURSE JAN 23	20.00
ONE OFFICE SOLUTION	OFFICE SUPPLIES COMMUNICATIONS	293.32
PETERSON, PAUL	910 TONS OF SAND	3,640.00
PITNEY BOWES INC	MAINT AGREEMENT	142.74
POWER PLAN	PARTS	157.77
PRESTON, CORRIN	MILEAGE JAN 23	15.40
PRO COOP ESTHERVILLE	FUEL	40.95
PRO COOP POCAHONTAS	DEF PUMP	62,499.26
RDI	SQUAD LAPTOP IT	5,520.49
RINGSTED AMBULANCE	MONTHLY PAYMENT	349.58
RINGSTED DISPATCH	PUBLICATIONS	466.29
RINGSTED LIBRARY	MONTHLY PAYMENT	456.25
RINGSTED SENIOR CITIZENS, %RON WILSON	MONTHLY PAYMENT	150.00
RINGTEL COMMUNICATIONS	RINGSTED SHED	467.05
RIVER VALLEY TELECOMMUNICATION	WALLINGFORD GARAGE	878.77
ROSBURG, LISA	CELL PHONE REIMBURSEMENT	697.82
RUSSELL, RHONDA	MILEAGE	298.10
SAFELITE FULFILLMENT INC	REPLACE WINDSHIELD	408.69
SANCHEZ, ELIZABETH	INTERPRETER	66.65
SATHOFF, AMY	CELL PHONE REIMBURSEMENT	20.00
SCHUMACHER ELEVATOR	ELEVATOR MAINT	188.14
SCHUMACHER, TIMOTHY	MILEAGE	221.60
SECURE SHRED SOLUTIONS LLC	SHRED SERVICE FEB	52.00
SHERIDAN, TRAVIS	CELL PHONE REIMBURSEMENT	60.00
SNAP ON, LARRY WHITE TOOLS	CLIPS	5.85
SPENCER OFFICE SUPPLIES	PENS AND CALENDAR	372.69
STALLS FARM & HOME	CUSTODIAL SUPPLIES	655.57
STATE HYGIENIC LAB, UNIVERSITY OF IOWA	WATER TESTING	55.00
STEVE'S SALES & SERVICE	WASHING MACHINE	650.00
STOREY KENWORTHY/MATT PARROTT	ADDING MACHINE AND PAPER	169.07
SUESS, TRACY	MATRON FEES	345.00
SUMMERS BAULER, MELANIE	CELL PHONE REIMBURSEMENT	20.00
SUNSET LAW ENFORCEMENT LTD	AMMUNITION	1,515.66
SUPER CIRCUITS	CAMERAS FOR JAIL	259.98
SWIFT AIR INC	ANNUAL MAINTENANCE PLAN	6,916.89
TENDAL, ANNIE	MATRON FEES	807.50
TERRIL TELEPHONE CO	E911 ACCESS	5.68
TEXAS REFINERY CO	GREASE	977.00
THAEMLITZ, FRED	TOOLS	259.50
THE STYLE LOFT	OCTOBER WELLNESS INCENTIVE	90.00
TIGER PRIDE LAWN CARE	TSHIRTS	
TRUCK CENTER COMPANIES	PEST CONTROL	40.00
UNDERGROUND VAULTS & STORAGE	MISC PARTS	1,181.15
UNITYPOINT CLINIC, OCCUPATIONAL MEDICINE	AUDITOR MICROFILM STORAGE	319.20
UPPER DES MOINES OPPORTUNITY	DRUG SCREENING	42.00
US FILTER CORP, DAVE SIEM	FY23 3RD QTR ALLOCATION	4,000.00
US POSTAL SERVICE - POSTAGE B	DISPOSAL FEES	180.00
VERIZON WIRELESS	PREPAID POSTAGE	1,000.00
VFW POST 3388	Cell Phone Service	558.26
VISA	MEALS FOR JAIL	847.00
WAHLTEK INC	PROTECTED EMAIL & WEB HOSTING	5,629.42
WEETER, CHERIE	MAINT AGREEMENT E911	2,927.45
WELLS FARGO - ELITE CARD	DOT TRAINING EXPENSES	23.51
WELLS FARGO FINANCIAL LEASING	MART MEALS	459.21
WEST PAYMENT CENTER	Copier Lease - Ricoh IM C2500	68.00
	DUES	716.63

WEX BANK	GASOHOL	44.16
WILLIAMS, SHERRI	CLEANING SERVICES	380.00
WINDSTREAM	CRISIS LINE	20.83
WINDSTREAM	PHONE DOLLIVER	221.92
YOUNG, DEREK	DD 105 REPAIR	500.00
ZIEGLER	PARTS, OIL, FILTERS, REPAIRS	42,609.64
	GRAND TOTAL	323,583.00

Veterans Affairs Director, Casee Ross joined the meeting. The Veteran’s Affairs Commission is recommending the appointment of David Jones as the newest Veteran’s Affairs Commissioner. Motion by Quastad, second by Schumacher to approve the appointment. All ayes, motion carried.

The courthouse flags will be re-organized this Saturday with the help of volunteers. Perry Russell joined the meeting to discuss the re-organization and inventory of all the courthouse flags.

Auditor Sathoff requested that the Board approve a \$20/month cell phone stipend for Mackenzie Kollasch. Motion by Schumacher, second by Pluth to approve the request. All ayes, motion carried.

Auditor Sathoff shared calculations for the FY2023 and FY2024 year end fund balances for the General Basic, General Supplemental and Rural Service Basic Funds.

Michelle Howing joined the meeting to request approval of a 5-year copier contract for the Emmet County Attorney’s office. Howing will check into the cost of purchasing the copier outright and make sure that the service contract is included in the pricing.

The Board considered Resolution 23-07 adopting the recommendation of the Emmet County Compensation Board. Motion by Schumacher, second by Hansen to adopt Resolution 23-07. Roll Call Vote: Ayes: Schumacher, Hansen & Glasnapp. Nays: Pluth & Quastad.

The Resolution reads as follows:

**RESOLUTION 23-07
EMMET COUNTY COMPENSATION BOARD RECOMMENDATION**

WHEREAS, the Emmet County Compensation Board meets annually to recommend a compensation schedule for elected officials for the fiscal year immediately following, in accordance with Iowa Code Chapters 331.905 and 331.907, and

WHEREAS, the Emmet County Compensation Board met on December 14, 2022 and made the following salary recommendations for the following elected officials for the fiscal year beginning July 1, 2023:

<u>Elected Official</u>	<u>Current Salary</u>	<u>Proposed Increase</u>	<u>Recommended Salary</u>
Auditor	\$61,910.32	10%	\$ 68,101.36
County Attorney	\$88,947.63	20%	\$106,737.16
Recorder	\$61,910.32	10%	\$ 68,101.36
Sheriff	\$82,942.12	15%	\$ 95,383.44
Supervisors	\$31,978.35	10%	\$ 35,176.19
Treasurer	\$61,910.32	10%	\$ 68,101.36

THEREFORE, BE IT RESOLVED that the Emmet County Board of Supervisors approved the following salary adjustments for the following elected officials for the fiscal year beginning July 1, 2023:

<u>Elected Official</u>	<u>Approved Salary</u>	<u>Approved Increase</u>
Auditor	\$ 68,101.36	10%
County Attorney	\$106,737.16	20%
Recorder	\$ 68,101.36	10%
Sheriff	\$ 95,383.44	15%
Supervisors	\$ 35,176.19	10%
Treasurer	\$ 68,101.36	10%

Approved this 14th day of February 2023.

EMMET COUNTY BOARD OF SUPERVISORS

ATTEST:

Todd Glasnapp, Chairperson

Amy M. Sathoff, Auditor

AYES: Schumacher, Hansen and Glasnapp NAYS: Pluth and Quastad

Emmet County Auditor, Amy M. Sathoff requested that the Board set the Public Hearing for the FY2024 Budget Emmet County Max Levy for March 7, 2022 at 9:30 a.m. in the Emmet County Board Room. Motion by Schumacher, second by Pluth to approve the request. All ayes, motion carried.

Sheriff Martens joined the meeting and discussion regarding current and future services funded through Rural Services.

Auditor Sathoff shared information regarding a public hearing held today at 3:45 with the Iowa Senate Ways and Means committee meeting regarding Property Taxes and County Budgeting and the proposed SSB1124.

The Board reviewed the following joint Drainage District Claims, approving it for payment by Control County – Dickinson County:

Drainage District	Vendor	Description	Amount
ECD 61 Main Open Ditch	Rosacker Excavating	Beaver Dam Removal	\$125.00
ECD 61 Br 28	Rosacker Excavating	Tile Repair	\$562.50

Motion by Quastad, second by Schumacher to approve the joint drainage claims. All ayes, motion carried.

Motion to adjourn by Hansen, second by Schumacher. All Ayes. Motion carried. Meeting adjourned at 12:35 p.m.

Amy M. Sathoff, Auditor

Todd Glasnapp, Board Chair