

Approved Minutes Emmet County Board of Supervisor Minutes
April 11, 2023 at 9:00 a.m.
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 Quastad, second by Hansen to approve the minutes from last week's meeting also approving them for publication. All Ayes, motion carried.

During Public forum, Pluth and Quastad attended a meeting the afternoon of Tuesday, April 4 with the CMBA Architects to further discuss the courthouse renovation plans. The "owner" contract with the architects is on the agenda. Discussed HVAC, electrical and where doors need to be placed between the old and new buildings. Glasnapp attended the county safety meeting. Pluth and Quastad joined a Zoom meeting with former congressman, Steve King, that discussed pipeline opposition.

Auditor's Assistants, Heidi Goebel and Roxanne Budach, will be attending State Election Administrators Training in Denison on Thursday. These will be continuing education credits to maintain SEAT II certification. Mackenzie Kollasch will be going to SEAT II training in August. Budach will attend SEAT III training in September. All auditor's office employees will be doing mandatory cybersecurity training through the Iowa Secretary of State's office by the end of April.

Public forum continued. Emmet County Attorney, Melanie Summers Bauler, joined the meeting to give the board members their lawsuit summons copies. William Couser and Summit Carbon Solutions, LLC vs. Emmet County, Iowa, Emmet County Board of Supervisors filed in U. S. District Court for the Northern District of Iowa. Summers Bauler explained the next steps of contacting the county's insurance provider, ICAP as well as Ahlers and Cooney. Summers Bauler also did an overview of the architect contract with the board.

CMBA Architect Agreement for SP21124 Emmet County Courthouse Renovations contract presented to the board. This agreement is between the "owner" Emmet County and the "architect" CMBA. Motion by Pluth, second by Quastad. All Ayes, motion carried. Pluth signed the contract on behalf of Emmet County.

Ellsworth Township Clerk, Don Valen, would like to move to Township Trustee. Larry Anderson, Township Trustee, would move to Township Clerk. This move requires an appointment by the supervisors. Motion to appoint Larry Anderson Ellsworth Township Clerk by Schumacher, second by Hansen. All Ayes, motion carried.

Board of Supervisors reviewed the March Treasurer's Monthly Report. Treasurer Rosburg joined the meeting to explain how interest is listed on the monthly treasurer report.

Emmet County Engineer, Walter Davis-Oeth, presented Resolution 23-13 Emmet County Fiscal Year 2024 Construction Budget. Motion by Schumacher, second by Hansen. Roll call vote for approval. Schumacher-aye, Hansen-aye, Pluth-aye, Quastad-aye, Glasnapp-aye. All Ayes, resolution adopted. A copy of resolution 23-13 is available to view in the Emmet County Engineer's Office.

Motion by Pluth, second by Quastad to approve the Emmet County Fiscal Year Budget for the Iowa DOT. All Ayes, motion carried.

Utility Permit for the rural fiber project for Estherville Communications. Motion by Hansen, second by Quastad. All Ayes, motion carried.

Wallingford Ambulance request from previous meeting revisited. Goebel presented a spreadsheet that contained information gathered on the Estherville, Armstrong and Ringsted Ambulance Services funding compared to population. Board reached a decision to fund the Wallingford Ambulance in FY 24 for \$4020 which will be 9% of the total county ambulance budget for FY24. For future budgets, Estherville Ambulance amount will be the service agreement amount and will equal 69% of total county ambulance budget, Armstrong will be 12%, Ringsted will be 10%, Wallingford will be 9%. Motion by Quastad, second by Schumacher. All ayes. Motion carried.

Monthly claims reviewed. Tom Egeland, custodian, joined the meeting to explain the repairs being done by Swiftair on the courthouse HVAC system. Motion to approve claims by Pluth, second by Hansen. All Ayes, motion carried. No drainage claims to approve.

Claims Paid Prior to 4/11/2023

DATE	VENDOR	PURPOSE	AMOUNT
3/17	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$4,826.82
3/17	WELLS FARGO ELITE CARD	MEAL	\$23.79
3/17	WSP USA	MITIGATION PLAN	\$350.50
3/24	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$1,270.29
3/31	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$528.57

TOTAL \$6,999.97

Gross Pay 2023 March	\$338,780.82
Total Gross Payroll	\$462,866.19
County Share IPERS	\$29,889.09
County Share FICA	\$19,755.26
County Share Medicare	\$4,620.21
County Share Health/Life/Dent Ins.	\$69,740.81

Vendor	Description	Amount
A & M LAUNDRY INC	LAUNDRY SERVICES	121.49
ACE HARDWARE	Office Supplies	190.12
ADAMS, LOREN "TEX"	VETERAN TRANSPORTS	202.80
AHLERS & COONEY, ACCOUNTING DEPT	NAVIGATOR IUB PROCEEDINGS	9,553.40
ALLIANT ENERGY	ARMSTRONG REPEATER SITE	1,685.67
ALPHA WIRELESS COMM.	RADIO SUPPLIES	246.96
ANDERSON, ERIC	UNIFORMS AND EQUIPMENT	379.85
ANDERSON, JIM	SNOW REMOVAL ANNEX	90.00
ARMSTRONG AMBULANCE	MONTHLY PAYMENT	417.00
ARMSTRONG BUILDING SUPPLY	SHOP SUNDRY	7.99
ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00
ARMSTRONG JOURNAL	PUBLICATIONS	1,778.18
ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00
AT & T	E911 ACCESS	49.03
AVERA, ATTN: CLIENT BILLING	PCP TEST	760.00
BATMAN, KARI	CELL PHONE REIMBURSEMENT	427.22
BCN TELECOM	BCN LONG DISTANCE	33.25
BECKMAN, GLENIN	INTERPRETER	265.00
BLACK HILLS ENERGY	UTILITIES	8,064.71
BLACKSTAD, MEAGAN	TRAINING EXPENSES	45.76
BLAIR, BRANDON	SNOW REMOVAL	290.00
BOMGAARS SUPPLY	WELDING TOOLS	117.18
BUDACH, ROXANNE	CELL PHONE REIMBURSEMENT	136.26
C & G MANUFACTURING LLC	WELDING AND CULVERT SUPPLIES	4,819.02
CAASA	MONTHLY PAYMENT	291.67
CENTER TIRE, TYSON ENERSON	TIRES	2,033.34
CENTURYLINK	712-F25-0057-118 - E911 TELEPHONE	341.48
CENTURYLINK	CONSERVATION	32.79
CITY OF ESTHERVILLE	GA UTILITIES	4,457.06
CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,500.00
CITY OF RINGSTED	UTILITIES	40.50
CITY OF WALLINGFORD	UTILITIES	71.50
CMBA ARCHITECTS	CH RENO 2.1.23 TO 3.31.23	5,536.00
COST ADVISORY SERVICES INC	COST ALLOCATION PLAN FOR FY24	4,125.00
COUNSEL - VISUAL EDGE IT	Copies - Ricoh SP3600	62.00
CREECH MD, JAMES	MEDICAL EXAMINER FEES	200.00
DASH MEDICAL GLOVES INC	DISP GLOVES	159.80
DATAMAXX, LSQ FUNDING GROUP	BROWSER COMM CENTER	110.00
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	20.00
DIETRICH, LEA	MILEAGE, OFFICE SUPPLIES	65.72
DISTRICT IIII TREASURER	DOT MEETING REGISTRATION	100.00
DON JOSE RESTAURANT	PRISONER MEALS	483.00
DON'S TRUCK SALES INC	PARTS	446.05
DUITSMAN PLUMBING & HEATING	LAW CENTER SINK, DRAIN REPAIR	741.04
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
ELDERBRIDGE AGENCY ON AGING	FY23 CONTRIBUTION	8,278.00
EMMET CO ENGINEER	Fuel	2,903.39
EMMET CO FAIRGROUNDS, CAMI PAULSON	MONTHLY PAYMENT	4,166.67
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO SHERIFF	TRANSPORT FEES	610.10
EMMET CO TREASURER	POSTAGE	3,508.09
EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS	5,330.78
ENDERSON, JEFFREY	CELL PHONE REIMBURSEMENT	20.00
ENGINEER SUPPLY LLC	DIGITAL TECH LEVELS	1,590.75

ERICKSON, MICHELE	POST ELECTION AUDIT	9.00
ESTHERVILLE CHAMBER, OF COMMERCE	EAPG MONTHLY PAYMENT	1,666.67
ESTHERVILLE COMMUNICATIONS	INTERNET FEES	113.11
ESTHERVILLE DINNER DATE	MONTHLY PAYMENT	300.00
ESTHERVILLE LIBRARY	MONTHLY PAYMENT	1,353.58
ESTHERVILLE NEWS AND SPIRIT	NOTICE	2,849.63
ESTHERVILLE PAINT & GLASS	AUTO DOOR CLOSURE	110.99
ESTHERVILLE PHARMACY	PRISONER MEDS	153.48
ESTHERVILLE POLICE DEPARTMENT	POLICE FIRING RANGE USAGE FEE	100.00
ESTHERVILLE PRINTING CO	OFFICE SUPPLIES	19.00
EWEN, ALEX	CELL PHONE REIMBURSEMENT	20.00
FAMILY CRISIS CENTERS	ALLOCATED FUNDS	5,000.00
FIRSTNET AT&T MOBILITY	EMA HOTSPOT	1,078.06
FORCE AMERICA DISTRIBUTING LLC	PARTS	1,561.66
FORGE & BUILD, (N IA LUMBER)	NATURALIST SUPPLIES	288.00
FREDERICKSEN, TRAVIS	CELL PHONE REIMBURSEMENT	20.00
FUNSTON, KRISTY	POST ELECTION AUDIT	9.00
GOEBEL, HEIDI	CELL PHONE REIMBURSEMENT	20.00
GOEBEL, ROB	MONTHLY PAYMENT	1,992.00
GORDON FLESCH - MILWAUKEE, WI	LEASE PAYMENT	424.62
GORDON FLESCH TX	COPIER	207.04
HANSEN, LISA	MILEAGE	224.40
HENRY-OLSON FUNERAL HOMES	GA FUNERAL	4,000.00
HOFFMAN, JEAN	TOWNSHIP MILEAGE	12.10
HOLIDAY INN-DES MOINES AIRPORT	HOTEL ASPHALT CONFERENCE	705.60
HOOGHE, SHARON	CELL PHONE REIMBURSEMENT	391.80
HOWING, MICHELLE	CELL PHONE REIMBURSEMENT	174.00
HOWING, TAYLOR	CELL PHONE REIMBURSEMENT	77.75
HUNTLEY, BEN	MILEAGE	692.32
HY-VEE ACCOUNTS RECEIVABLE	WELLNESS PROGRAM	434.33
INLAND TRUCK PARTS & SERVICE	MISC PARTS	41.62
INMAN ELECTRIC	POSTAGE	27.84
IOWA COUNTY ATTORNEYS ASSOC	DUES	380.00
IOWA DNR-STORM WATER	5 YEAR PERMIT FEE EGELAND PIT	700.00
IOWA DOT-OFFICE OF FINANCE	WOOD SIGN POSTS	2,720.64
IOWA GREAT LAKES DOORS	GARAGE DOOR WORK	1,254.00
IOWA LAKES ELECTRIC COOP	SIGNALS	351.40
IOWA LAKES REGIONAL WATER	UTILITIES	141.50
IOWA LAW ENFORCEMENT ACADEMY	DUES FOR ACADEMY	7,100.00
IOWA PRISON INDUSTRIES	HIP NUMBERS	91.00
IOWA SECRETARY OF STATE	NCOA NOTICES	54.63
ISAC	SOIL COMPACTION PROJECT PIPELINE IMPACT	600.00
ISAC EDUCATION & SEAT TRAINING	ELECTION TRAINING	300.00
ISACA DIST II AUDITORS	ISACA DUES 2023	250.00
ISCTA-STORY CO TREASURER	CONFERENCE REGISTRATION	150.00
J & J AG SOLUTIONS-J & J LAND	WELDING SUPPLIES	181.95
JACK'S UNIFORM SALES	UNIFORMS	203.79
JCL SOLUTIONS - JANITORS CLOSE	CUSTODIAL SUPPLIES	709.80
JOHN DEERE FINANCIAL	PARTS, FILTER	462.81
JOHN PITZER SALES	WELDING SUPPLIES	134.22
JOHNSON COUNTY MEDICAL EXAM	MEDICAL EXAMINER FEES	294.05
JOHNSTON AUTO STORES	MISC PARTS, FILTERS, BATTERIES	736.93
K & H CO-OP OIL CO	LP	118.84
KIRCHNER, LARRY	CELL PHONE REIMBURSEMENT	20.00
KIRKHAM, MICHAEL & ASSOC INC	BRIDGE INSPECTION	693.75
KOLLASCH, MACKENZIE	CELL PHONE REIMBURSEMENT	126.95
KWIK TRIP	JAIL FOOD	32.41
LAWSON PRODUCTS INC	PARTS,PAINT,TOOLS,CLEANER	2,449.50
LEWIS, SUE	MATRON FEES	80.00
MAIL SERVICES	POSTAGE	343.37
MAINSTAY SYSTEMS OF IOWA	MAINTENANCE AGREEMENT	237.00
MARCO (DALLAS)	COPIER LEASE	326.17
MARCO (MPLS)	COPIER CONTRACT	3,694.70
MATHESON TRI-GAS INC	WELDING SUPPLIES	72.93
MEDIACOM	SHED 4.15 TO 5.15	1,751.99

MIDAMERICAN ENERGY CO	UTILITIES	218.32
MIDWEST TECHNOLOGY SERVICES	KEYLESS DOOR REPAIR DOOR KNOB	127.50
MIDWEST WHEEL COMPANIES INC	PARTS	1,565.60
MINION, DIANN	CHAIR CASTERS	94.50
MONROE TRUCK EQUIPMENT INC	PARTS	734.57
MONTREUIL, JILL	CUSTODIAL	100.00
MOORMAN, MARY	MILEAGE, EXPENSES	39.70
MYHRE, PAULA	MILEAGE	224.40
NAPA - ESTHERVILLE	PARTS,FILTERS,FLOOR DRY	306.73
NORTHSTAR ELECTRIC LLC	ELECTRIC WORK	147.50
NORTHWEST BANK	GA MORTGAGE PAYMENTS	890.52
NW IA PLANNING & DEVELOPMENT	CPR CLASSES	3,201.00
OFFICE ELEMENTS	CALCULATOR PAPER	314.83
OLESON, LUCAS	CELL PHONE REIMBURSEMENT	20.00
ONE OFFICE SOLUTION	OFFICE SUPPLIES	302.54
O'REILLY AUTOMOTIVE	SHOP TOWELS, ARMOR ALL	17.48
PALO ALTO CO SHERIFF	SERVICE	35.00
POSTMASTER	PREPAID POSTAGE FOR ELECTION NCOA CARDS	250.00
POWER PLAN	MISC PARTS, OUTSIDE SERVICES	2,329.74
PRO COOP ESTHERVILLE	SNOWBLOWER GAS	19.82
PRO COOP POCAHONTAS	DIESEL,DEF,GAS	14,851.46
RDI	IT SUPPORT	1,229.50
RICOH USA	COPIER	53.71
RINGSTED AMBULANCE	MONTHLY PAYMENT	349.58
RINGSTED DISPATCH	PUBLICATIONS	889.11
RINGSTED LIBRARY	MONTHLY PAYMENT	456.25
RINGSTED SENIOR CITIZENS, %RON WILSON	MONTHLY PAYMENT	150.00
RINGTEL COMMUNICATIONS	PHONE RINGSTED SHED	462.24
RIVER VALLEY TELECOMMUNICATION	UTILITIES	1,264.50
ROSBURG, LISA	OFFICE SUPPLIES	586.97
RUSSELL, RHONDA	MILEAGE	239.80
S & R AUTO AND TIRE INC	PROPANE	194.76
SANCHEZ, ELIZABETH	INTERPRETER	267.10
SATHOFF, AMY	CELL PHONE REIMBURSEMENT	20.00
SCHUMACHER, TIMOTHY	MILEAGE AND MEAL EXPENSES	517.34
SGI	PRISONER TRANSPORT	3,129.80
SHERIDAN, TRAVIS	CELL PHONE REIMBURSEMENT X 3MONTHS	60.00
SMART TECHNOLOGY TEAM SOLUTION	HARD DRIVE	126.98
SPENCER OFFICE SUPPLIES	OFFICE SUPPLIES	139.12
STALLS FARM & HOME	PARTS, SHOP SUNDRY,TOOLS	400.44
STANARD & ASSOCIATES INC	EXAM	36.00
STOREY KENWORTHY/MATT PARROTT	COMPUTER MOUSE AND PAPER	233.23
SUESS, TRACY	MATRON FEES	32.50
SUMMERS BAULER, MELANIE	CELL PHONE REIMBURSEMENT	20.00
SWIFT AIR INC	BOILER GAUGE REPAIR	9,888.84
TATMAN, ANTHONY	HIRE SCREENING	10.00
TENDAL, ANNIE	MATRON FEES	62.50
TERRIL TELEPHONE CO	E911 ACCESS	5.68
TIDMORE FLAGS	NEW FLAGS	257.95
TIGER PRIDE LAWN CARE	PEST CONTROL	40.00
UNIFORM DEN	UNIFORM BRASS	13.20
USED CONEX LLC	TWO 20FT STORAGE UNITS	4,300.00
VANDER HAAGS INC	ALIGNMENT	220.73
VERIZON WIRELESS	Cell Phone Service	503.27
VFW POST 3388	PRISONER HOT MEALS TWO WEEKS	343.00
VISA	BOR & Conference Board Training	2,985.74
WARE, SCOTT	VETERAN TRANSPORT	28.05
WATSON & RYAN	Attorney Fees	3,608.20
WELLS FARGO - ELITE CARD	JAILS MEALS	465.78
WELLS FARGO FINANCIAL LEASING	COPIER LEASE	68.00
WEST PAYMENT CENTER	LAW LIBRARY	931.62
WILLIAMS, DR. GREG	PRISONER CARE X-RAY	35.00
WILLIAMS, SHERRI	CLEANING SERVICES	390.00
WINDSTREAM	UTILITIES	36.78
WINDSTREAM	UTILITIES	221.92

WINTHER & STAVE	EXTERNAL AUDIT BILLING	3,250.00
WSP USA ENVIRONMENT INC	HAZARD MITIGATION PLAN	530.50
YOUNG BROS LAWN PROTECTION INC	2022 COURTHOUSE LAWN SPRAYING	1,045.00
ZIEGLER	MISC PARTS	4,984.03
	GRAND TOTAL	200,418.48

Motion to adjourn by Pluth, second by Hansen to adjourn the meeting at 11:20 a.m. All Ayes. Motion carried.

Heidi Goebel, Auditor's Assistant

Todd Glasnapp, Chairman