

Approved Minutes Emmet County Board of Supervisor Minutes
 May 30, 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 Hansen, second by Schumacher to approve the minutes from last week’s meeting also approving them for publication. All Ayes, motion carried.

During Public forum, Supervisor Schumacher reported on the Sioux Rivers Mental Health Region meeting he attended.

Supervisor Hansen shared that she attended an Early Childhood meeting.

Supervisor Pluth reported that there was a sewer backup at the Annex Building and that moisture did damage some drywall and flooring.

The Supervisors discussed the Open Records Request that Emmet County had responded to.

Pluth also reported on the Iowa Lakes Corridor meeting he attended.

Quastad and Hansen attended an ECCOG meeting. Supervisor Schumacher spoke with Emmet County’s Audit firm regarding adding ECCOG under the current annual audit structure and there would be an additional charge.

Quastad attended a Central IA Detention meeting and reported on the progress of their new building.

At 9:30 a.m. the Chairman opened the public hearing on the Emmet County Budget Amendment #3 for FY2024. The Amendment was duly published and no written comments were received in the Auditor’s Office. Mike Tideman and Ed Funston from the media were present for the public hearing. Auditor, Amy M. Sathoff presented Emmet County Budget Amendment #3 as follows:

FY23 BUDGET AMENDMENT #3 SUMMARY

EMMET COUNTY BUDGET AMENDMENT #3 - May 30, 2023

EXPENDITURES		
Department	Reason	Amount
Service Area 01 - Public Safety & Legal Services		
Jail	HVAC (offset by Grant Dollars)	\$ 3,846.00
Sheriff	Motor Vehicle Purchases (offset by Vehicle Sales)	\$ 44,000.00
	Total Service Area 01	\$ 47,846.00
Service Area 03 - Physical Health & Social Services		
Public Health	Salary, Misc Vaccine Expenses & Bioterrorism Grant	\$ 69,000.00
	(Offset by Grants)	
	Total Service Area 03	\$ 69,000.00
Service Area 06 - County Environment & Education		
Fairgrounds	Water lines (offset by ARPA funds)	\$ 15,000.00
	Total Service Area 06	\$ 15,000.00
Service Area 07 - Roads & Transportation		
Secondary Roads	Engineering Services, Roads & Bridges Repair & Maint	
	Salary, Operating & Construction Equip & Fuel	\$ 332,320.00
	Total Service Area 07	\$ 332,320.00
Service Area 09 – Administration		
Annex	Snow Removal & Heating Fuel	\$ 2,500.00
Information Tech	Salary, FICA, IPERS, Data Processing Services & Equipment	\$ 65,600.00
Safety Coordinator	Education & Training Services	\$ 2,000.00
	Total Service Area 09	\$ 70,100.00
Service Area 0 - Non-Program Expenditures, Disbursements and Other Financing Uses		
Conservation Trust	Vehicle Purchase	\$ 17,074.00
	Total Service Area 0	\$ 17,074.00
	TOTAL AMENDMENT EXPENDITURES	\$ 551,340.00
REVENUES		
Department	Reason	Amount

Service Area 01 - Public Safety & Legal Services		
Jail	HVAC – Grant	\$ 3,846.00
Sheriff	Motor Vehicle Sales	\$ 44,000.00
	Total Service Area 01	\$ 47,846.00
Service Area 03 - Physical Health & Social Services		
Public Health	Immunization & Bioterrorism Grants	\$ 69,000.00
	Total Service Area 03	\$ 69,000.00
	TOTAL AMENDMENT REVENUES	\$ 116,846.00

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

Motion by Pluth, second by Hansen to adopt budget amendment #3 as published and presented by Auditor Sathoff. All ayes, motion carried.

Auditor’s Assistant, Heidi Goebel joined the meeting to report on the ISAC Opioid Settlement Funds Strategic Planning Summit she attended last week.

Goebel reported that 75% of the Opioid funds Emmet County receives has to be spent on the core strategies from the original Memorandum of Understanding signed Emmet County Attorney, Melanie Summers Bauler on behalf of Emmet County. 2.5% can be spent on administration.

There will be an annual report due to the IA Attorney general on December 1st of each year. Currently Emmet County has received \$29,511.65. Emmet County will receive approximately \$6,000 to \$7,000 annually thru 2038.

Emmet County needs to compile a needs assessment as soon as possible and Public Health Nurse, Kari Batman will be meeting with Emmet County Stakeholders to compile the assessment.

Goebel discussed revision of the 2014 Emmet County Personal Vehicle Use Policy to include a cellular hands-free policy. The Personnel Committee will be meeting next week and bring a formal proposal to the Board.

Goebel presented and discussed the establishment of an Emmet County Credit Card Use Policy. This policy would be implemented in the Emmet County’s Personnel Policy also.

EMA Director, Travis Sheridan joined the meeting to request the approval of statement of work contract for the update of the Emmet County Multijurisdictional Hazard Mitigation Plan. Motion by Pluth, second by Schumacher to approve the contract. All ayes, motion carried.

The Board considered a Fireworks permit application from Shane Mills of rural Ringsted. Motion by Quastad, second by Pluth to approve the permit a presented. All ayes, motion carried.

Emmet County Engineer, Walter Davis-Oeth joined the meeting.

Allison Fisher from the Emmet County Engineer’s office joined the meeting and presented the Secondary Roads Fuel Letting Bids.

Bids for Fuel are as follows:

New Cooperative	\$250,115.50	NuWay Cooperative	\$248,725.50
Pro-Cooperative	\$249,813.00		

Bids for LP are as follows:

New Cooperative	\$ 8,775.00	NuWay Cooperative	\$9,150.00
Pro-Cooperative	\$11,175.00		

Motion by Quastad, second by Hansen to award the fuel and LP contracts to the lowest bidder. All ayes, motion carried.

Davis-Oeth presented Utility Permits from Iowa Lakes Regional Water.

The first application is to install a 4-inch yelomine 250 PSI restrained joint water pipeline by directional boring under 430th avenue going east to west approximately 2,640 feet north from the center line of highway 9 (section 9 & 10 in T99N, R33W Center Township) from private property to private property. Minimum bury depth of 5 ½ feet for the service. Motion by Schumacher, second by Pluth to approve the permit. All ayes, motion carried.

The second application is a continuation of the first application in Center township. (Sections 4 & 3 in T99N, R33W Center Township). Motion by Quastad, second by Hansen to approve the permit. All ayes, motion carried.

The third application is to install a 4-inch 200 PSI PVC water pipeline by open excavation in the public right of way for approximately 150 feet south of the center line of 160th street. Then install a 4” Yelomine 250 PSI restrained joint water pipeline by directional boring under 160th street, going south to north approximately 38 feet west from the center line of 430th avenue, from public right of way (section 9 & 4 in T99N, R33W Center Township). Minimum bury depth of 5 ½ feet for the service. Motion by Hansen, second by Schumacher to approve the permit. All ayes, motion carried.

Davis-Oeth reviewed the Iowa DOT Budget Amendment Version 1 for FY2023 with the Board. Motion by Hansen, second by Pluth to approve the Amendment. All ayes, motion carried.

The Board discussed some ditch drainage issues with Davis-Oeth.

Auditor Sathoff presented a revised LOSST utilization fund listing and county comparison of yearly valuation changes since 2019.

Brent Nelson joined the meeting to discuss abatement of his property taxes. Consensus of the Board was that Nelson would need a legal opinion and that Nelson would still need to pay his property taxes. The Board provided Nelson with the phone number for Iowa Legal Aid.

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

Drainage District	Vendor	Description	Amount
ECD #61 Main Open Ditch	Stacy Krieger	Beaver Trapping – 10	\$500.00

Motion by Quastad, second by Pluth to approve the joint drainage claim. All ayes, motion carried.

The Board discussed the proposed drainage ordinance for utility crossing and would like to get the proposed ordinance on the agenda as soon as possible.

Motion by Schumacher, second by Hanen to adjourn the meeting at 11:25 a.m. All Ayes. Motion carried.

Amy M. Sathoff, Emmet County Auditor

Todd Glasnapp, Chairman