

Approved Minutes Emmet County Board of Supervisor Minutes
 July 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

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

During Public forum, Supervisor Hansen reported that she attended an Early Childhood meeting.

Quastad and Glasnapp attended a meeting in Fort Dodge regarding the pipelines.

The Board will hold a special meeting on Thursday at 9:00 a.m. to consider the fireworks permit request.

Auditor Sathoff reported that the County has received it’s first invoices for pipeline services from Snyder and Associates. Typically, these invoices would be reimbursed by the pipelines but with the current litigation, Sathoff is not sure how the reimbursement will happen.

Schumacher attended RIDES and NW IA Planning meetings.

Glasnapp reported on yesterday’s Safety Meeting.

Quastad also attended a Juvenile Detention meeting.

Auditor Sathoff presented the FY2024 Budget. Motion by Pluth, second by Schumacher to approve half of the FY2024 Budgets as listed below, excluding the Secondary Roads and Sheriff’s Department due to equipment purchases. All ayes, motion carried.

FY2024 APPROPRIATIONS	FULL	HALF
01 - BOARD OF SUPERVISORS	507,195.00	253,597.50
02- AUDITOR	127,125.00	63,562.50
03 - TREASURER	361,232.00	180,616.00
04 - ATTORNEY	429,597.00	214,798.50
05 - SHERIFF	1,226,836.00	613,418.00
07 - RECORDER	253,155.00	126,577.50
08 - ELECTIONS	289,380.00	144,690.00
09 - JAIL	388,800.00	194,400.00
12 - RECORDS MANAGEMENT	15,000.00	7,500.00
13 - CONSERVATION REAP	70,000.00	35,000.00
14 - CONSERVATION - TRUST	50,000.00	25,000.00
20 - COUNTY ENGINEER	5,452,290.00	2,726,145.00
21 - VETERANS AFFAIRS	100,540.00	50,270.00
22 - CONSERVATION	350,864.00	175,432.00
23 - LOCAL HEALTH	533,841.00	266,920.50
24 - WEED COMMISSIONER	14,958.00	7,479.00
25 - SOCIAL SERVICES	50,200.00	25,100.00
28 - MEDICAL EXAMINER	15,000.00	7,500.00
31 - DISTRICT COURT	47,000.00	23,500.00

33 – LIBRARY	29,742.00	14,871.00
34 - HISTORICAL SOCIETY	7,500.00	3,750.00
36 – AMBULANCE	40,199.00	20,099.50
37 – COMMUNICATIONS	378,744.00	189,372.00
38 - GENERAL ASSISTANCE	34,495.00	17,247.50
39 – FAIRGROUNDS	52,500.00	26,250.00
50 - ANNEX BUILDING	15,700.00	7,850.00
51 - GENERAL SERVICES	857,980.00	428,990.00
52 - INFORMATION TECHNOLOGY	206,935.00	103,467.50
53 – ZONING	23,965.00	11,982.50
57 - SANITARY DISPOSAL	12,000.00	6,000.00
58 - ENVIRONMENTAL HEALTH	102,225.00	51,112.50
60- MENTAL HEALTH		-
61 - CASE MANAGEMENT	-	-
62 - SAFETY COORDINATOR	13,000.00	6,500.00
63 - HOMEMAKER/HOME HEALTH AIDE	69,525.00	34,762.50
65 -SUBSTANCE ABUSE	-	-
99 – NONDEPARTMENTAL	1,685,637.00	842,818.50
TOTALS	13,813,160.00	6,906,580.00

The Board reviewed the Auditor, Sheriff and Veteran’s Affairs quarterly reports.

Drainage Clerk Heidi Goebel joined the meeting to discuss the 2023 Drainage District 29 Assessment. Motion by Pluth, second by Quastad to assess DD29 \$50,000. All ayes, motion carried.

Goebel also shared that ECD61 BR61 will be assessed \$15,406.60 this time because the joint assessment was missed.

Auditor Sathoff presented the FY2023 Conservation Tax Asking Trust Fund Transfer as shown below:

From: General Fund	0001-99-0300-000-81400	\$ 31,640.00
To: Conservation Trust Fund	0027-0-99-0300-904000	\$ 31,640.00

All ayes, motion carried.

Motion by Quastad, second by Schumacher to approve the transfer as presented. All ayes, motion carried.

Motion by Hansen, second by Pluth to approve the monthly claims as presented. All ayes, motion carried. Quastad abstained from the vote.

Gross Pay 2023 June	\$358,836.62
Total Gross Payroll	\$493,988.22
County Share IPERS	\$33,458.53
County Share FICA	\$20,822.53
County Share Medicare	\$4,869.79
County Share Health/Life/Dent Ins.	\$75,920.75

Claims Paid Prior to 07/11/2023

DATE	VENDOR	PURPOSE	AMOUNT
6/29	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$1,653.29
6/29	RIDES	FY 23 FUNDING	\$5,000.00
6/29	CDWG	365 -5 USERS, ADMIN AZURE PLAN 2	\$1,686.74
6/29	CDWG	PATCH CABLES, NETWORK TONER	\$340.01
6/30	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$8,782.25
TOTAL			<u>\$17,462.29</u>

A & M LAUNDRY INC	@MOPS	129.66
ACE HARDWARE	@PARKS	176.86
AHLERS & COONEY, ACCOUNTING DEPT	@PROF. SERVICES	9,587.56
ALLIANT ENERGY	UTILITIES	506.02
ALPHA WIRELESS COMM.	@DISPATCH REPAIR, TACTICAL HEADSET	1,380.25
ANDERSON TILING	@PIPE	2,909.00
ARMSTRONG AMBULANCE	MONTHLY PAYMENT	437.83
ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00
ARMSTRONG JOURNAL	@BOS MEETING MINUTES	2,199.40
ARMSTRONG LIBRARY	FY 24 ANNUAL TOTAL CONTRIBUTION	7,139.00
ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00
AT & T	@E911 ACCESS	47.78
AVERA, ATTN: CLIENT BILLING	@PHYSICAL, IT HIRE	135.00
AXON ENTERPRISE INC	ONE TASER	3,001.50
B & B FARM DRAINAGE INC	@ANNEX SEWER REPAIR AUG 2022	1,347.50
BATMAN, KARI	CELL PHONE REIMBURSEMENT	142.65
BCN TELECOM	@BCN LONG DISTANCE	48.86
BECKMAN, GLENIN	@INTERPRETER	150.00
BLACK HILLS ENERGY	@UTILITIES	349.32
BOMGAARS SUPPLY	@NATURALIST SUPPLIES	194.80
BUDACH, ROXANNE	CELL PHONE REIMBURSEMENT	20.00
C & G MANUFACTURING LLC	@WELDING SUPPLIES	2,152.47
CAASA	MONTHLY PAYMENT	208.33
CDWG INC	@MICROSOFT AZURE,365 X 5 USERS	3,966.66
CENTURYLINK	@PHONE	31.81
CINTAS	@FIRST AID BOX REFILL	221.19
CITY OF ARMSTRONG	@UTILITIES	118.75
CITY OF DOLLIVER	UTILITIES	90.00
CITY OF ESTHERVILLE	@UTILITIES	5,300.04
CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,541.67
CITY OF RINGSTED	@UTILITIES	40.50
CITY OF WALLINGFORD	@UTILITIES	35.75
CITY OF WALLINGFORD	MONTHLY PAYMENT	335.00
CLEMENS, DANIEL	@MOWING	740.00
COUNSEL - VISUAL EDGE IT	Copier Base Rate - Ricoh IM C2500	44.41
CREECH MD, JAMES	@MEDICAL EXAMINER FEES	200.00
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	130.00
DIAMOND MOWERS INC	@MOWER PARTS	53.20

DIETRICH, LEA	@MILEAGE	8.80
DISCOVERY HOUSE	MONTHLY PAYMENT	1,250.00
DUCKETT, TREVOR	CELL PHONE REIMBURSEMENT	20.00
EDISPATCHES-PENGUIN MANAGEMENT	@COUNTY SHARE EDISPATCH SYSTEM	564.00
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
EMMET CO FAIRGROUNDS, CAMI PAULSON	@REMAINDER FY 23 PYMT	5,482.00
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO SHERIFF	@TRANSPORT FEES	324.00
EMMET CO TREASURER	@POSTAGE	959.84
EMPLOYEE BENEFIT SYSTEMS	@PSF CLAIMS	1,053.22
ENDERSON, JEFFREY	CELL PHONE REIMBURSEMENT	20.00
ESTHERVILLE CHAMBER, OF COMMERCE	EAPG MONTHLY PAYMENT	1,666.67
ESTHERVILLE COMMUNICATIONS	INTERNET FEES	148.11
ESTHERVILLE DINNER DATE	MONTHLY PAYMENT	300.00
ESTHERVILLE LIBRARY	MONTHLY PAYMENT	1,412.75
ESTHERVILLE NEWS AND SPIRIT	SUBSCRIPTION	2,069.47
ESTHERVILLE PHARMACY	@PRISONER MEDS	131.62
EWEN, ALEX	@CELL PHONE	20.00
FAREWAY STORES	@OFFICE SUPPLIES	7.66
FIRSTNET AT&T MOBILITY	@HOTSPOT	582.62
FORGE & BUILD, (N IA LUMBER)	@COUNTERTOP ASSESSOR	989.75
FORSYTH LAW OFFICE	@COURT SERVICES JAN/FEB 2023	1,032.50
FOXFURY LLC	@DISTRACTION DEVICES	395.98
FREDERICKSEN, TRAVIS	@CELL PHONE	20.00
GOEBEL, HEIDI	@MILEAGE DRAINAGE TRAINING	37.60
GOEBEL, ROB	MONTHLY PAYMENT	1,992.00
GORDON FLESCHE (DALLAS, TX)	@COPIER	233.04
GORDON FLESCHE (MADISON, WI)	COPIER	424.62
HANSEN, LISA	@MILEAGE	70.40
HARRIS SANITATION & SONS INC	@DUMPSTER FEES	984.00
HOOGE, SHARON	CELL PHONE REIMBURSEMENT	170.15
HOWING, MICHELLE	CELL PHONE REIMBURSEMENT	20.00
HOWING, TAYLOR	CELL PHONE REIMBURSEMENT	149.80
HUNTLEY, BEN	@MILEAGE, EXPENSES	576.60
IA WATER WELL ASSOCIATION	FY 24 DUES	75.00
ICACMP	FY24 KARPEL SOFTWARE PROGRAM	10,020.00
INMAN ELECTRIC	@WATER SAMPLE POSTAGE	38.66
IOWA DNR-WATER SUPPLY SECTION	WATER SUPPLY FEE FY24	75.00
IOWA LAKES ELECTRIC COOP	@UTILITIES	1,134.22
IOWA LAKES REGIONAL WATER	@UTILITIES	141.50
IOWA LAW ENFORCEMENT ACADEMY	@JAIL RECERTS	500.00
IPAC	FY24 PRECINCT ATLAS	3,758.28
ISAC	ANNUAL CONFERENCE	1,000.00
ISAC	Annual Conference	265.00
ISAC UNEMPLOYMENT	@2ND QUARTER 2023-UNEMPLOYMENT	6,048.13
JCL SOLUTIONS - JANITORS CLOSE	@CUSTODIAL SUPPLIES	158.68
JOHNSTON AUTO STORES	@SQUAD CAR REPAIRS	573.07
KIRCHNER, LARRY	@CELL PHONE	20.00
KOLLASCH, MACKENZIE	CELL PHONE REIMBURSEMENT	20.00
KWIK TRIP	@JAIL FOOD	38.00
MAGNUM ELECTRONICS INC	TACTICAL RADIO HEADSETS X 2	1,296.68
MANWARREN, JOEY'S LAWN SERVICE	@ANNEX MOWING	165.00
MARCO (DALLAS)	@COPIER	110.58
MATHESON TRI-GAS INC	@WELDING SUPPLIES	71.35
MEDIACOM	UTILITIES	1,755.00
MEDLINE INDUSTRIES	@VACCINE COOLERS	1,901.18
MIDWEST CARD AND ID SOLUTIONS	FY24 SALAMANDER SYSTEM	900.00
MIDWEST WHEEL COMPANIES INC	@PARTS	133.94
MODERN MARKETING INC	@PROMO MATERIALS COMMUNITY OUTREACH	903.35
MONTREUIL, JILL	@CLEANING FEE	200.00
MOORMAN, MARY	CELL PHONE REIMBURSEMENT	77.75
MULTI AGENCY RESPONSE TEAM, (MART)	FY 24 ANNUAL DUES	2,000.00
MYHRE, PAULA	@MILEAGE	244.20
NAPA - ESTHERVILLE	@OIL, FILTERS	81.72
NORTH CENTRAL DIST ASSESSORS, JUDY SAMP ICA	Lot Sizing/Land Value Class	500.00
NW IA PLANNING & DEVELOPMENT	FY 24 YEARLY TOTAL DUES	3,268.15
OFFICE ELEMENTS	@OFFICE SUPPLIES	360.48
OLESON, LUCAS	@CELL PHONE	20.00
ONE OFFICE SOLUTION	@OFFICE SUPPLIES	145.82
O'REILLY AUTOMOTIVE	@SQUAD WINDSHIELD WIPER	40.78
PELZER LAW FIRM	@COURT SERVICES JAN/FEB 2023	560.00
POLICE LEGAL SCIENCES INC	FY 24 ONLINE DISPATCH CE	480.00
POMP'S TIRE SERVICE INC	@TIRES	1,326.40

PRO COOP ESTHERVILLE	@GAS	40.81
PRO COOP POCAHONTAS	@DIESEL,DEF	9,965.17
QUASTAD DRILLING & REPAIR	@WATERLINE TO PRAIRIE CENTER	2,491.15
QUASTAD, JEFFREY	@MILEAGE FY23	333.85
RICOH USA	@COPIES	57.48
RINGSTED AMBULANCE	MONTHLY PAYMENT	370.42
RINGSTED DISPATCH	@WEED SPRAYING NOTICE	1,114.51
RINGSTED LIBRARY	MONTHLY PAYMENT	470.83
RINGSTED SENIOR CITIZENS, %RON WILSON	MONTHLY PAYMENT	150.00
RINGTEL COMMUNICATIONS	UTILITIES	461.12
RIVER VALLEY TELECOMMUNICATION	UTILITIES	878.74
RUSSELL, RHONDA	@MILEAGE	356.40
SANCHEZ, ELIZABETH	@INTERPRETER	324.80
SATHOFF, AMY	CELL PHONE REIMBURSEMENT	20.00
SCHNEIDER CORPORATION	Web Services thru 9/30/23	15,375.00
SCHUMACHER, TIMOTHY	@MILEAGE	147.40
SERVPRO, SPENCER & IA GREAT LAKES	@SEWER BACK UP DAMAGE CLEAN UP,	2,328.37
SPENCER OFFICE SUPPLIES	@OFFICE SUPPLIES	74.76
STALLS FARM & HOME	@PARKS	422.17
STANARD & ASSOCIATES INC	@DEPUTY TEST	36.00
STATE HYGIENIC LAB, UNIVERSITY OF IOWA	@WATER TESTING	110.00
STOREY KENWORTHY/MATT PARROTT	@ADDING MACHINE	278.53
SUMMERS BAULER, MELANIE	CELL PHONE REIMBURSEMENT	75.00
TERRIL TELEPHONE CO	@E911	5.68
TEXAS REFINERY CO	@MOWER GREASE	482.50
TITLETOWN DRONES LLC	@MINI DRONE	2,370.00
TRITECH SOFTWARE SYSTEM	FY24 SOFTWARE MAINT AGREEMENT	15,599.46
TRUCK CENTER COMPANIES	@PARTS	438.63
UNIFORM DEN	@UNIFORM	111.89
US POSTAL SERVICE - POSTAGE B	PREPAID POSTAGE	4,500.00
VANGUARD APPRAISALS INC	Com/Ind Annual Service	3,200.00
VERIZON WIRELESS	@CELL PHONE SERVICE	438.49
VFW POST 3388	@HOT JAIL MEALS	105.00
VISA	PROTECTED EMAIL & WEB HOSTING	3,453.95
WATSON & RYAN	@STATELINE COOP PROF SERVICES	3,098.54
WELLS FARGO - ELITE CARD	@TRAVEL EXPENSE	451.18
WELLS FARGO FINANCIAL LEASING	Copier Lease - Ricoh IM C2500	68.00
WESSELS OIL COMPANY INC	@DUST CONTROL	8,551.00
WILLIAMS, SHERRI	@CLEANING SERVICES	400.00
WINDSTREAM	UTILITIES	242.93
WSP USA ENVIRONMENT INC	@HAZARDOUS MITIGATION PLAN UPDATE	2,538.00
ZEMAN, SUE	@MOWING	565.00
ZIEGLER	@PARTS	376.74
	GRAND TOTAL	193,312.39

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

Emmet County Sheriff Mike Martens joined the meeting to discuss an offer that he has made to the Armstrong City Council to purchase the Armstrong Police 2014 Dodge Charger. Martens has offered \$17,250 for the vehicle. Martens will present a paid prior claim for this Friday to the Auditor's office.

Emmet County Assessor, Barb Bohm joined the meeting to update the Board on the new Stateline Objection to their valuation with the PAAB.

At 10:05 a.m. Chairman Glasnapp opened the Public Hearing regarding the Courthouse Building Addition. The Auditor's Office received no public comments.

One bid was received from Christensen Construction in the amount of \$1,979,400 for the project.

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

The Board discussed the bid received for the building addition. The Project was estimated to be \$1,407,600 and the only bid received from Christensen Construction came in at \$1,979,400.

Motion by Schumacher, second by Quastad to reject the bid and go back to the drawing board and redesign different elements to get the cost of the project down to a more affordable project. All ayes, motion carried.

Emmet County Recorder Diann Minion joined the meeting and requested a closed session pursuant to Iowa Code 21.5(1)(i).

Motion by Schumacher, second by Pluth to go into closed session per Iowa Code 21.5 (1)(i). Roll Call Vote: Ayes: Schumacher, Hansen, Pluth, Quastad and Glasnapp. Nays: None.

Motion by Schumacher, second by Hansen to come out of closed session. Roll Call Vote: Ayes: Schumacher, Hansen, Pluth, Quastad and Glasnapp. Nays: None.

No official business was decided in the closed session.

John Torbert of the Iowa Drainage District Association joined the meeting for his annual visit. Torbert discussed drainage legislation from the last legislative session.

IDDA has provided counties with a sample resolution to protect drainage districts from pipeline infrastructure.

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

Davis-Oeth presented Resolution 23-18 for the establishment of a stop sign at the intersection of 190th Street and 380th Avenue as follows: Emmet County Resolution 23-18 Establishment of Stop Sign

WHEREAS, Public and Iowa DOT has expressed concerns at the intersection of 190th St. and 380th Ave over traffic volume and obstructed views, at partially controlled intersection and

WHEREAS, Review by County Engineer finds due to current construction projects in the area traffic has significantly increased to a point to create an intersection that may lead to accidents if left as currently controlled, and

WHEREAS, the Board of Supervisors is empowered under authority of the Iowa Code Section 321.255, to “place and maintain such traffic control devices upon highways under their jurisdiction as they may deem necessary... to regulate, warn, or guide traffic.”

NOW THEREFORE, BE IT RESOLVED, The Board of Supervisors of Emmet County establish the stop regulation and appropriate signs be installed at the locations described as follows:

The Westbound approach to the intersection of 190th St and 380th Ave.

Motion by Pluth, second by Schumacher to adopt Resolution 23-18. Roll Call Vote: Ayes: Schumacher, Hansen, Pluth, Quastad and Glasnapp. Nays: None.

Motion by Schumacher, second by Hansen to approve Utility Permit from Iowa Lakes Regional Water to install pipeline to provide service to Nick Steinle’s property at 1823 380th avenue in Estherville. All ayes, motion carried.

Motion by Hansen, second by Schumacher to approve a utility permit from Iowa Lakes Electric Cooperative for installing a three-phase 12,470 volt overhead line along the north ROW line of 210th street, beginning on the west side of 48th avenue and continuing west along the ROW for approximately 900’. The purpose of the construction is to move our existing facilities from the south ROW to the north ROW to avoid tress and eliminate an angle crossing. All ayes, motion carried.

The Board discussed various construction projects in Emmet County.

Motion by Hansen, second by Quastad to set a Public Hearing for August 1, 2023 at 9:30 a.m. for the FY2024 Emmet County Budget Amendment #1. All ayes, motion carried.

The Board discussed changes to the Emmet County Code of Ordinances. Sathoff will check with NW IA Planning on a question on page 49. The Board will place this review of the ordinances on the agenda each week until it is complete.

Board reviewed Joint Drainage Claim: ECD #61 Branch 61 Lat 119, \$560 to Rosacker Excavating. Motion by Quastad, second by Schumacher. All ayes, claim approved.

The Board reviewed the following Manure Management Plans:

Owner	Facility Name	Site #
Andrew Olson	Olson Swine Care	#68931
Jordan Eggers	Eggers Jordan	#69019
Rick Eggers	Eggers Rick	#68950
Dagg Ag LLC	Dagg Ag LLC	#58993
Dennis Moore	Moore Dennis	#58423

Motion by Hansen, second by Pluth to adjourn the meeting at 12:25 p.m. All Ayes. Motion carried.

Amy M. Sathoff, Emmet County Auditor

Todd Glasnapp, Chairman