

Approved Minutes Emmet County Board of Supervisor Minutes  
October 10, 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  
Ed Funston

Emmet County Attorney, Melanie Summers Bauler joined the meeting.

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 the last meeting also approving them for publication. All Ayes, motion carried.

During Public Forum, Auditor Sathoff reported that Rob Patterson from the DNR had called the Auditor's Office with an update on the meeting with the geologist regarding the siltation issue in drainage district 44. He is hoping to get a meeting scheduled this week.

Auditor Sathoff shared with the Board a LOSST funds utilization report.

Sathoff also shared that early voting for the upcoming November 7, 2023 Combined City/School Election will start Wednesday, October 18<sup>th</sup>, 2023. Early Voting can be done Monday through Friday from 8:00 a.m. to 4:30 p.m. thru November 6, 2023. The last day to request a ballot to be mailed is October 23, 2023.

Quastad and Glasnapp met with the electrical inspector regarding utilizing the existing electric infrastructure for the proposed courthouse addition and the inspector said yes, it could be used. Quastad will share this information with CMBA and report back to the Board.

Quastad shared a drainage issue in DD56 Lat 3-2.

Schumacher attended a Conservation meeting and reported that hydrant installation is happening at Wolden and Tuttle Lake Parks. The Conservation Board also discussed the pending June 2024 retirement of Conservation Director, Eric Anderson.

Glasnapp reported on the courthouse fire drill held yesterday and the safety meeting he attended. November 20, 2023 will be defensive driving training for County Employees.

Bud Schnell joined the meeting, and the Board updated him on the progress of the drainage district 44 erosion report.

At 9:30 a.m. Chairman Glasnapp opened the public hearing regarding Chapter 36-Ordinance 2023-3-An ordinance regulating excavations and other soil disturbing activities in Emmet County, Iowa, for the purpose of preventing or minimizing the disturbance and transport of sediment into drainage districts and drainage district infrastructure. No public comments were received by the Auditor's office and no public comments were made at the meeting. Motion by Quastad, second by Schumacher to close the public hearing. Roll Call Vote: Ayes: Schumacher, Hansen, Pluth, Quastad and Glasnapp. Nays: None. Motion carried.

Motion by Schumacher, second by Hansen to approve the First Reading of Chapter 36-Ordinance 2023-3-An ordinance regulating excavations and other soil disturbing activities in Emmet County, Iowa, for the purpose of preventing or minimizing the disturbance and transport of sediment into drainage districts and drainage district infrastructure. Roll Call Vote: Ayes: Schumacher, Hansen, Pluth, Quastad and Glasnapp. Nays: None. Motion carried.

The Second Reading will be held on October 17, 2023 and the Third Reading on October 24, 2023.

The Board continued discussion with Schnell regarding the siltation issue in drainage district 44. This will be put on next week's agenda for continued discussion.

Auditor's Assistant, Heidi Goebel joined the meeting and presented the Monthly Claims. Motion by Hansen, second by Pluth to approve the monthly claims as presented. All ayes, motion carried.

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

A & M LAUNDRY INC	LAUNDRY SERVICES	126.99
ACE HARDWARE	BUILDING REPAIRS	553.43
ADAMS, LOREN "TEX"	MILEAGE	36.96
AHLERS & COONEY, ACCOUNTING DEPT	NAVIGATOR IUB PROCEEDINGS	11,423.95
ALL STAR LANES	CONDIMENTS FOR JAIL	92.12
ALLIANT ENERGY	UTILITIES	566.13
AMAZON CAPITAL SERVICES	INFRASTRUCTURE, NETWORK MGMT	6,800.26
AMERICAN MUSCLE	Jeep Repairs	322.46
AMY'S SIGN DESIGN	ARPA BUILDING SIGN/ADVERTISING	2,370.00
ANDERSON TILING	DD 62 REPAIR	800.00
ARMSTRONG AMBULANCE	MONTHLY PAYMENT	437.83
ARMSTRONG HISTORICAL SOCIETY, %CHARLOTTE THIESSE	MONTHLY PAYMENT	125.00
ARMSTRONG JOURNAL	LEGAL PUBLICATION	1,191.03
ARMSTRONG SENIOR CITIZENS	MONTHLY PAYMENT	150.00

ARNOLD MOTOR SUPPLY	PARTS	153.73
AT & T	E911 ACCESS	95.70
AVERA, ATTN: CLIENT BILLING	PRE HIRE TESTING	135.00
AXON ENTERPRISE INC	TASERS AND CARTRIDGES	12,006.00
BATMAN, KARI	CELL PHONE REIMBURSEMENT	570.68
BCN TELECOM	BCN LONG DISTANCE	61.67
BLACK HILLS ENERGY	UTILITIES	266.10
BOMGAARS SUPPLY	ANTIFREEZE,DRILL,E911 SIGNS,EROSION	1,037.20
BUDACH, PAUL	WORK BOOTS	139.09
BUDACH, ROXANNE	CELL PHONE REIMBURSEMENT	66.93
CAASA	MONTHLY PAYMENT	208.33
CENTRAL IA JUV DETENTION CTR	SHELTER CARE	280.00
CENTURYLINK	712-F25-0057-118 - E911 TELEPHONE	314.22
CENTURYLINK	PHONE	33.95
CITY OF ARMSTRONG	UTILITIES	118.75
CITY OF DOLLIVER	UTILITIES	90.00
CITY OF ESTHERVILLE	UTILITIES	6,090.47
CITY OF ESTHERVILLE-AMBULANCE	MONTHLY PAYMENT	2,541.67
CITY OF RINGSTED	UTILITIES	40.50
CITY OF WALLINGFORD	UTILITIES	37.53
CITY OF WALLINGFORD	MONTHLY PAYMENT	335.00
CLEMENS, DANIEL	MOWING	190.00
CMBA ARCHITECTS	ARPA CH RENO 8.1.23 TO 8.31.23	482.10
CMI INC	REPAIR OF PBT	247.37
COUNSEL - VISUAL EDGE IT	Copies - Ricoh SP3600	50.39
CREECH MD, JAMES	MEDICAL EXAMINER FEES	600.00
DAKOTA FLUID POWER	PART	168.32
DES MOINES STAMP MFG CO	OFFICE SUPPLIES	33.00
DETTMANN, PAMELA	CELL PHONE REIMBURSEMENT	20.00
DIAMOND MOWERS INC	MOWER PARTS	6,231.05
DICKINSON CO AUDITOR	ECD 61 BR 61 FALL 2023	15,403.82
DISCOVERY HOUSE	MONTHLY PAYMENT	1,250.00
DON JOSE RESTAURANT	PRISONER HOT MEALS	1,092.00
DUCKETT, TREVOR	CELL PHONE REIMBURSEMENT	20.00
DUITSMAN PLUMBING & HEATING	ARPA ANNEX RENOVATIONS-DUCT WORK	14,896.71
ECCOG	FY 24 CONTRIBUTION	12,000.00
EGELAND, THOMAS	CELL PHONE REIMBURSEMENT	20.00
EMMET CO ENGINEER	FUEL	5,855.77
EMMET CO FAIRGROUNDS, CAMI PAULSON	MONTHLY PAYMENT	4,375.00
EMMET CO HISTORICAL SOCIETY	MONTHLY PAYMENT	500.00
EMMET CO SHERIFF	TRANSPORT FEES	1,746.48
EMMET CO TREASURER	POSTAGE	705.47
EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS	110.52
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	682.84
ESTHERVILLE PRINTING CO	LETTERHEAD	238.00
EWEN, ALEX	CELL PHONE REIMB	20.00
FAIRFIELD INN WATERLOO	ACADEMY HOTEL	1,612.80
FAREWAY STORES	OFFICE SUPPLIES	708.93
FIRSTNET AT&T MOBILITY	HOTSPOT	995.03
FORCE AMERICA DISTRIBUTING LLC	PARTS	1,475.85
FREDERICKSEN, TRAVIS	CELL PHONE REIMB	20.00
GALLS LLC	UNIFORMS	146.48
GFC LEASING - MADISON, WI	COPIER	1,789.10
GOEBEL, HEIDI	CELL PHONE REIMBURSEMENT	20.00
GOEBEL, ROB	MONTHLY PAYMENT	1,992.00
GORDON FLESCH (MILWAUKEE)	COPIER	56.82
GRAHAM TIRE SPENCER	3 SQUAD TIRES	479.00
GRIFFITH, MELINDA	MILEAGE	30.45
H & H IND	LIGHTBULBS	521.58
HANSEN, LISA	MILEAGE	24.20
HARRIS SANITATION & SONS INC	SANITATION	1,254.00
HILTON DES MOINES DOWNTOWN	HOTEL ROOMS ENGINEERS CONF	1,000.50
HOOGE, SHARON	CELL PHONE REIMBURSEMENT	199.85
HOWING, MICHELLE	CELL PHONE REIMBURSEMENT	174.00
HOWING, TAYLOR	CELL PHONE REIMBURSEMENT	121.48
HUNTLEY, BEN	MILEAGE EXPENSES	418.20
HY-VEE ACCOUNTS RECEIVABLE	HEAT RELIEF	47.23
HY-VEE PHARMACY ESTHERVILLE	JAIL PRESCRIPTIONS	273.44

INLAND TRUCK PARTS & SERVICE	PART	73.70
INMAN ELECTRIC	ALARM BATTERY	21.99
IOWA AG-NEWS	ADVERTISING	309.00
IOWA DOT-OFFICE OF FINANCE	BLADES,AIRMETER,BEAM MACHINE REPAIR	34,760.20
IOWA LAKE SALES & SERVICE	TUTTLE MOWER REPAIRS	18,076.28
IOWA LAKES CORRIDOR DEVELOPMEN	FY24 2ND QTR PYMT	7,500.00
IOWA LAKES ELECTRIC COOP	UTILITIES	949.87
IOWA LAKES REGIONAL WATER	UTILITIES	141.50
IOWA SECRETARY OF STATE	I VOTERS MAINT FEE	1,188.43
IOWA STATE MEDICAL EXAMINER	AUTOPSY FEES	2,134.00
ISACA DIST II AUDITORS	ISACA DIST 2 DUES	20.00
JACKSON CO MN SHERIFF	SERVE PAPERS	65.00
JCL SOLUTIONS - JANITORS CLOSE	CUSTODIAL SUPPLIES	255.41
JOHN DEERE FINANCIAL	GROUNDS BOLT SCRAPER OIL FILTER	2,215.29
JOHNSTON AUTO STORES	SQUAD CAR REPAIRS	662.03
K & H CO-OP OIL CO	FUEL	39,968.58
KANE, MARTIN	MILEAGE	26.40
KARELS, DEB	MILEAGE	22.15
KENNEDY, RENEAU DR.	COURT RELATED SERVICES	5,600.00
KIRCHNER, LARRY	CELL PHONE REIMB	20.00
KOLLASCH, MACKENZIE	CELL PHONE REIMBURSEMENT	20.00
KOSSUTH CO AUDITOR	DD EK 5 FALL 2023	12,119.00
MAHIN BROTHERS INC	LOSST FUNDS WATERLINE TUTTLE AND WOLDEN	21,287.25
MAIL SERVICES	POSTAGE	399.99
MAINSTAY SYSTEMS OF IOWA	MAINTENANCE AGREEMENT	237.00
MANWARREN, JOEY'S LAWN SERVICE	MOWING ANNEX	55.00
MARCO (DALLAS)	COPIER	124.44
MARCO (MPLS)	COPIER CONTRACT	387.31
MATHESON TRI-GAS INC	WELDING SUPPLIES	71.35
MCKESSON MEDICAL & SURGICAL	SUPPLIES	678.42
MEDIACOM	UTILITIES MAINT SHED	1,767.70
MID-AMERICAN RESEARCH CHEMICAL	TFE LUBE	179.86
MIDWEST RADAR & EQUIPMENT	RADAR CALIBRATION	280.00
MIDWEST WHEEL COMPANIES INC	PARTS	63.66
MONTREUIL, JILL	CUSTODIAL	200.00
MOORE, DAN	REPAIR OF RIFLE	22.00
MYHRE, PAULA	CELL PHONE REIMBURSEMENT	196.00
NAPA - ESTHERVILLE	FILTERS,OIL,PARTS	1,237.45
NORTH IOWA REPORTING	DEPOSITIONS	727.50
O'BRIEN CO IA SHERIFF	SERVICE OF PAPERS	69.00
OLESON, LUCAS	CELL PHONE REIMB	20.00
OLSON, ANTHONY	MILEAGE	133.87
ONE OFFICE SOLUTION	OFFICE SUPPLIES	198.05
O'REILLY AUTOMOTIVE	FILTER	26.29
OUTLET STORES	ELECTION ENVELOPES	11.96
PALO ALTO CO ENGINEER	CRACK FILLING LABOR, EQUIPMENT,SUPPLIES REPAIRS	2,058.92
POWER PLAN	MOWER GAS	48.06
PRO COOP ESTHERVILLE	SEED OATS, DEF	243.75
PRO COOP POCAHONTAS	COPIER	60.45
RICOH USA	MONTHLY PAYMENT	370.42
RINGSTED AMBULANCE	Subscription	597.34
RINGSTED DISPATCH	MONTHLY PAYMENT	470.83
RINGSTED LIBRARY	MONTHLY PAYMENT	150.00
RINGSTED SENIOR CITIZENS, %RON WILSON	E911 ACCESS	330.20
RINGTEL COMMUNICATIONS	UTILITIES	880.04
RIVER VALLEY TELECOMMUNICATION	OFFICE SUPPLIES	100.52
ROSBURG, LISA	MILEAGE AND ENTRY TICKET	54.00
ROSS, CASEE	CELL PHONE REIMBURSEMENT	340.10
RUSSELL, RHONDA	SQUAD CAR ALIGNMENT	102.96
S & R AUTO AND TIRE INC	LOSST FUNDS WATERLINE TUTTLE AND WOLDEN	3,395.00
S&S BACKHOE - STEVE MAHIN	INTERPRETER	545.05
SANCHEZ, ELIZABETH	VACCINES	2,529.62
SANOFI PASTEUR INC	BINDERS	229.86
SATHOFF, AMY	ARPA PAYMENT 3 ANNEX RENO	2,046.00
SIEVERTS INC	TOOLS	392.61
SNAP ON, LARRY WHITE TOOLS	NEW INSTRUCTOR CLASS	490.00
SPENCER HOSPITAL	OFFICE SUPPLIES	78.28
SPENCER OFFICE SUPPLIES	SHEETROCK REPAIR	171.28
SPOO, DENNIS	HASP AND PIN MART BUS	1,089.27
STALLS FARM & HOME	GROUNDS PAINT FLAGPOLE	519.00
STEEPLE JACK		

STOREY KENWORTHY/MATT PARROTT	ELECTION SUPPLIES	172.58
STRATFORD GRAVEL INC	HAMMERED LIMESTONE	9,677.64
SUESS, TRACY	MATRON FEES	142.50
SUMMERS BAULER, MELANIE	CELL PHONE REIMBURSEMENT	20.00
TEEL, KRISTIN	DEPOSITIONS	156.50
TENDAL, ANNIE	MATRON FEES	40.00
TERRIL TELEPHONE CO	E911 ACCESS	5.68
THOMAS, LAURIE	MEAL	12.29
TIGER PRIDE LAWN CARE	PEST CONTROL	88.15
TRUCK CENTER COMPANIES	REPAIR	2,495.92
TSP COURT REPORTING, TERRI PALS	DEPOSITIONS	159.50
TYLER TECHNOLOGIES	EAGLE MAINTENANCE	6,984.60
UPPER DES MOINES OPPORTUNITY	FY24 QTR 1 ALLOCATION	3,000.00
US POSTAL SERVICE - POSTAGE B	PREPAID POSTAGE PER AUDITOR	500.00
VANDER HAAGS INC	PART	421.40
VANGUARD APPRAISALS INC	Appraisal Fees	12,315.00
VERIZON - LERT B	CELLPHONE RECORD REQUESTS	150.00
VERIZON WIRELESS	UTILITIES	505.89
VFW POST 3388	HOT JAIL MEALS	863.21
VISA	MEAL EXPENSE	4,445.83
WELLS FARGO - ELITE CARD	ACADEMY EXPENSES	1,043.88
WELLS FARGO FINANCIAL LEASING	Copier Lease - Ricoh IM C2500	68.00
WEST PAYMENT CENTER	WESTLAW SUBSCRIPTION	931.62
WILLIAMS, DR. GREG	TOOTH XRAY REMOVAL PRISONER	200.00
WILLIAMS, SHERRI	CLEANING SERVICES	385.00
WILLSON & PECHACEK	Attorney Fees	1,785.00
WINDSTREAM	UTILITIES	34.70
WINDSTREAM	UTILITIES	242.96
WSP USA ENVIRONMENT INC	HAZARDOUS PLAN UPDATE TO 6.30.23	6,903.50
ZEMAN, SUE	MOWING	226.00
ZIEGLER	PARTS	2,595.27
	GRAND TOTAL	383,690.39

**Claims Paid Prior to 10/10/2023**

DATE	VENDOR	PURPOSE	AMOUNT
9/15	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$1,435.15
9/20	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS & PREMIUM	\$96,841.66
9/20	NORTH DAKOTA ENV	CONFERENCE FEE	\$150.00
9/20	VFW POST 3388	1ST RESPONDER EVENT	\$2,500.00
9/29	EMPLOYEE BENEFIT SYSTEMS	PSF CLAIMS ACCOUNT	\$2,947.42

<b>Gross Pay 2023 September</b>	<b>\$380,690.60</b>
Total Gross Payroll	<b>\$649,707.29</b>
County Share IPERS	<b>\$35,624.11</b>
County Share FICA	<b>\$22,181.63</b>
County Share Medicare	<b>\$5,187.68</b>
County Share Health/Life/Dent Ins.	<b>\$75,960.17</b>

Goebel inquired if there is any work planned for DD19. At this time the Board said no work was planned.

Estherville Police Chief Brent Shatto, Emmet County IT Director, Trevor Duckett along with Estherville City Administrator, Penny Clayton joined the meeting to discuss the potential of sharing IT and Internet Services. Duckett mentioned that sharing services would increase security for both Emmet County and City of Estherville Police Department.

The Estherville Police Department currently share a phone system with the County and they receive an itemized statement each month for those services. An option could be a monthly fee, which the Police Department already is paying a vendor for.

The Board discussed potentially sharing IT services with the City of Estherville with Administrator Clayton, IT Director, Trevor Duckett and Chief Shatto.

Auditor Sathoff shared that currently the City of Estherville pays 28% of all Law Center expenses and is billed yearly for it.

A committee will be formed to discuss how the sharing could work. The Committee will include Schumacher, Bauler, Glasnapp, Clayton, Shatto and Duckett.

The Board reviewed the Emmet County Recorders first quarter FY2024 report.

The Board received citizen Brent Nelson's letter.

The Board reviewed the following Manure Management Plans:

Owner	Facility	Facility ID
Jack Creek Livestock LLC	Jack Creek Livestock	#68438
Scott Park	SLP	#64057

Prestage Farms of Iowa LLC	PI 293 Finisher	#65480
Summit Pork III, LLP	Denmark 20	#71610
Clayton Eggers	Eggers Clayton	#68159
K&T Olson Swine 3, LLC	K&T Olson Swine 3	#70491

Motion by Schumacher, second by Hansen to adjourn the meeting at 10:20 a.m. All Ayes. Motion carried.

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Amy M. Sathoff, Auditor

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Todd Glasnapp, Chairman