

Clay County Board of Supervisors Minutes from Meeting 10 held on March 14, 2017

The Clay County Board of Supervisors met pursuant to adjournment March 14, 2017 at 8:30 a.m. in the boardroom with Chairperson Matthews presiding and with the following other members present: Supervisors Anderson, Matthews, Swanson, Skow, Assistant County Attorney Barry Sackett, and Auditor Marjorie Pitts as clerk for the meeting. Chairperson Matthews led the meeting in the Pledge of Allegiance.

Unless otherwise indicated, all of the motions offered at this meeting were carried with the following vote: Ayes: Anderson, Matthews, Skow and Swanson. Nays: None. Abstentions: None.

Motion by Anderson, seconded by Skow that the Board meeting agenda for March 14, 2017 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Swanson, seconded by Anderson that the minutes of the Board Meeting #9 held February 28, 2017 are hereby approved as submitted. Motion carried.

Motion by Skow, seconded by Anderson to adopt the following resolution: BE IT HEREBY RESOLVED by the Board of Supervisors approve expenditures and that the County Auditor be hereby authorized and directed to issue warrants, against the various settlement of such claims a allowed March 14, 2017. Ayes: Anderson, Matthews, Skow, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Publication List by Vendor

A & M Laundry	Parts	145.16
A-1 Portables	Sanitation	63.00
Advanced Business Products	Recreational Supplies	570.00
Advanced Drainage Systems	Buildings	1503.27
Advanced Systems	Copier Contract	130.03
Advanced Systems	Copier Contract	487.30
Airgas USA LLC	Buildings	189.83
Alliant Energy	Utilities	489.22
Alpha Wireless	Radio & Related Equip.	568.60
Barry Anderson	Employee Travel Expenses	337.00
Patricia Applegate	Election Officials	81.40
Arnold Motor Supply	Motor Vehicle	21.41
Asher Motor	Parts	55.00
Safelite Fulfillment	Parts	1091.19
Ayrshire Farmers Mutual	E911 Line Access	30.46
Barry Motor	Parts	373.33
Ann Baschke	Employee Travel Expenses	11.63
Caleb Batschelet	Safety	50.00
Nancy Bell	Election Officials	70.00
Kathleen Berger	Election Officials	168.00
Judith Bevers	Election Officials	187.20
Black Hills Energy/Assistance	Utilities Payments	40.65
Black Hills Energy	Utilities	2878.26
Bomgaars	Custodial Supplies	325.16
Boyer Ridge Manufacturing	Parts	1022.00
Paul Brenner	Election Officials	162.75
Susie Brinkley	Election Officials	165.00
Scott Brown	Conference Board	35.00
Bud's Service	Lubricants	265.70

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Buena Vista Co Treasurer	Land	758.00
Cannon Moss Brygger	Buildings	5245.40
Canon Fin Services	Copier Contract	163.71
Carpenter Uniform	Uniforms	599.61
Central Iowa Distributing	Custodial Supplies	67.06
CenturyLink	E911 Line Access	71.59
Heidi Chapman	Flex	50.00
Cintas Corp	Safety	50.85
City of Everly	Utilities	319.87
City of Spencer	Comm Center Payment	27970.73
City of Webb % City Clerk	Water & Sewer	80.83
Clay Co Sec Road Fund	Fuels	3643.56
Clay County Fair Assn	Office Supplies	140.00
Clay County Treasurer	Land	2153.00
Joni Click	Election Officials	194.90
Audrey Coffman	Employee Travel Expenses	26.60
Cooperative Energy Company	Parts	20314.18
CoZO	Dues & Memberships	75.00
Crescent Electric Supply	Buildings	577.41
Crown Clinics	Medical	475.00
Crysteel Truck Equipment	Parts	870.38
Culligan of Spencer	Water	53.06
Carole Curry	Election Officials	145.00
Daily Reporter	Board Proceedings	977.42
Kay Darnell	Election Officials	170.50
DAS	Fees	50.00
Debra M Mc Keever	Depositions	186.00
Diamond Vogel	Parts	747.85
Dickinson County	Employee Travel Expenses	407.47
Dickinson County Sheriff	Sheriff Fees	27.00
Dist III Auditor Assoc	Dues & Memberships	35.00
Don Pierson Ford	Parts	50.00
Embassy Suites	Educational	540.96
Employee Benefit Systems	Emp Grp Health Ins	101.20
Darlene Enderton	Election Officials	165.00
Raymond Essick	Flex	1808.40
Everttek	Telephone	244.62
Lois Fairchild	Election Officials	155.00
Fareway	JV Court Meals	32.25
FASTENAL	Buildings	123.60
Connie Faulkner	Election Officials	85.00
Lucille Faulkner	Election Officials	140.00
Filter Care	Engineering Services	41.80
Fire Proof Plus	Buildings	47.45
Foundation Analytical Lab	Safety	27.00
Galen's Pro-Mow	Parts	123.70
Sandra Geidl	Employee Travel Expenses	595.90
John Goeken	Township Trustee Mileage	8.05
Donna Graham	Election Officials	168.00
Jim Graham	Election Officials	199.80
Greer Law Office	Legal	40.00
Greg's Repair	Buildings	49.51
Connie Grigg	Election Officials	159.10
Terry Gruhn	Election Officials	71.40
H & N	Motor Vehicle	28985.95
Hartley Sentinal	Publication	1106.17
Bradley Hawley	Flex	293.00
Cynthia Heiter	Election Officials	70.35

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Judith Hemstra	Election Officials	145.00
Francis Hiemstra	Election Officials	157.50
Julie Hill	Election Officials	80.00
Lorrie Huffman	Election Officials	125.00
Carissa Huse	Flex	40.00
Hy-Vee	Inmate Meals	7758.20
IA County Atty's	Educational	325.00
Iowa Lakes Community College	Buildings - Rental	3488.85
IA Lakes Electric Coop	Electric Light & Power	749.58
IA Lakes Regional Water	Water & Sewer	151.96
IA Workforce Development	Buildings	350.00
IACP	Dues & Memberships	150.00
Donna Ibel	Election Officials	154.90
ICAP	Insurance	261.00
ISAC	Educational	200.00
ISACA	Educational	150.00
ISSDA	Educational	250.00
Janitors Closet	Custodial Supplies	896.49
Jeremy Jensen	Employee Travel Expenses	22.05
Patricia Jensen	Election Officials	152.60
Thomas Jessen	Safety	50.00
Barbara Joenks	Election Officials	159.10
Ann Johnke	Election Officials	197.00
Johnston Automotive	Parts	20.29
Meredith Johnston	Election Officials	74.55
Donna Jones	Election Officials	165.00
Kansas County Appraisers	Office Supplies	260.00
KAPCO	Postage & Mailing	8.16
Kirkham Michael	Engineering Services	8912.00
Knight Protection	Buildings	375.00
Florence Kramer	Election Officials	165.00
Cindy Kress	Safety	391.09
Merlyn Kriens	Township Trustee Mileage	5.60
Keith Kruse	Township Trustee Mileage	9.45
Roger Kruse	Township Trustee Mileage	25.20
L-Tron Corporation	Safety	329.00
Kathy Launderville	Election Officials	72.45
John Lawson	Fuels	5.01
Sheryl Lee	Employee Travel Expenses	55.92
Lexis Nexis	Periodical	1646.52
Joshua Long	Flex	300.00
Judith Lorenz	Election Officials	161.00
Mar-Lin	Office Supplies	229.96
Marco	Copier Contract	135.44
Marcus News	Publications	76.37
Mary Marske	Election Officials	70.00
Mastercard	Dues & Memberships	199.39
Matheson Tri-Gas	Maintenance Supplies	299.08
MaxYield Cooperative	Fuels	6205.40
Menards	Buildings	313.20
Mercy Medical Center	Educational	50.00
Mike Wolthuis	Rent Payments	260.00
Nielsens Tire & Appliance	Tires & Tubes	73.87
North Central Int'l	Parts	1562.97
NW IA Planning & Devlpmnt	Loan Servicing	110.00
Russell Oechslin	Election Officials	151.05
James OHearn	Flex	500.00
Judy Olson	Election Officials	55.00

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Patricia Olson	Election Officials	181.50
Diane Osborne	Election Officials	155.95
P & H Fixture	Buildings	164.15
Palo Alto County Sheriff	Sheriff Fees	26.77
Robert Peters	Safety	50.00
Janice Peterson	Election Officials	161.55
LaVonne Peterson	Election Officials	165.00
Marjorie Pitts	Employee Travel Expenses	147.29
Daina Powers	Election Officials	70.35
Dennis Powers	Election Officials	80.35
Premier Communications	Telephone	70.58
Presto X Company	Buildings	122.90
Prosecuting Aty Training	Periodicals	28.00
Roger Putnam	Conference Board	14.00
Rage Inc	Custodial Supplies	89.34
Ricoh USA,	Copier Contract	61.59
John Roberts	Election Officials	168.00
Alice Roghair	Township Trustee Mileage	4.90
Bev Rutter	Election Officials	157.70
Safeguard Business Systems	Uniforms	380.26
Sanders	Roads	6687.05
Darrel Santage	Flex	227.19
Annette Schaeffer	Election Officials	55.00
David Schaeffer	Election Officials	160.30
Chris Schoelerman	Election Officials	174.10
Schoeneman's	Construction	162.36
Mary Schomaker	Election Officials	94.20
Kathryn Schwarting	Employee Travel Expenses	26.89
Doreen Scribner	Election Officials	150.70
Secretary of State	Office Supplies	30.00
Sioux County Sheriff	Sheriff Fees	30.00
Sioux Lumber	Construction	250.60
Alice Skelton	Election Officials	216.35
Beverly Skinner	Election Officials	152.25
Solutions	Data Processing Serv.	3127.19
Speed Printers	Office Supplies	407.11
Spencer Auto Parts	Shop Equipment	3572.78
Spencer Family Care	Medical Services	375.00
Spencer Hospital	Medical	4255.99
SMU	Utilities	12728.00
Spencer Office Supplies	Office Supplies	2588.26
State Steel Supply	Buildings	70.85
Roger Stoner	Election Officials	168.00
Laura Taylor	Election Officials	60.50
Terril Telephone Coop	E911 Line Access	9.38
The Nature Conservancy	Dues & Memberships	150.00
Thrifty White Stores	Safety	323.24
Kristine Toay	Employee Travel Expenses	14.26
Darrel Tonderum	Election Officials	157.50
Town & Country	Sanitation	207.06
Nancy Triggs	Election Officials	70.00
US Cellular	Telephone	1608.59
Vander Haag's	Parts	2039.88
Verizon	Telephone	417.75
VISA	Construction	621.60
Marlin Voss	Conference Board	9.80
Walmart	Office Supplies	280.40
Sheila Weeks	Flex	200.00

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Western IA Tourism Region	Dues & Memberships	150.00
Kevin White	Township Trustee Mileage	8.40
Jeffrey Wiemann	Flex	64.30
Windstream	Telephone	41.69
Marla Woelber	Election Officials	165.00
Woodward Youth Corporation	Detention	1306.20
Ziegler	Parts	11877.81
Grand Total		210678.6

Motion by Swanson, seconded by Skow to approve drainage expenditure from Joint Drainage District #61 CDE, dated March 2, 2017 totaling \$1,907.70 for engineering services on ditch cleanout payable to Jacobson-Westergard & Associates, Inc., 105 South 6th Street, Estherville, IA 51334. County Auditor is instructed to send the billing to Dickinson County for payment after approval. Motion carried.

Motion by Anderson, seconded by Swanson to approve the payment of \$348.03 from Joint Drainage District #14-42 to Buena Vista County Engineer for repairs to County Main. Prior authorization has been obtained from the Buena Vista County Board of Supervisors. The amount of \$348.03 will be paid from current available funds in fund #51014. Motion carried.

Motion by Anderson, seconded by Skow to authorize the Chairperson to sign the website maintenance contract with Inukshuk Technologies, LLC, PO Box 857, Spencer, IA for Clay County's, the Clay County Sheriff's website. The period of the contract will last one year, beginning February 23, 2017 to February 23, 2018 or when prepaid hours are exhausted. ITLLC estimates the county will use a total of twenty-four (24) hours per year per website. The amount due per this contract at this time is \$1,800.00 plus 4.49 hours at 75.00 per hour from overage from the prior agreement for a total of \$2,136.75. If time is exhausted prior to the end of the fiscal year, additional hours may be purchased for the remaining months at the rate of two (2) hour per month per website at the discounted rate of \$75.00 per hour. Normal rates are \$110.00 per hour. Motion carried.

Motion by Swanson, seconded by Skow to approve & authorize the Chairperson to sign Ricoh Aficio SPC440DN copier contract with a net purchase price of \$1,194.00 for Clay County DHS Office. Pricing includes all services and supplies except paper, billed quarterly in arrears based on actual volume and fixed price for five years. Motion carried.

8:45 a.m. County Treasurer Sandra Geidl and Amy Sieverts of the Iowa Dept of Transportation gave the Board an update on the Driver's License station progress. Over a four (4) day period ninety-three (93) license were issued. Estimated training time for current staff will be six (6) months considering Sievert is on site two (2) days a week. CDL testing can be done here but the driving test can be done in Cherokee, Algona, Sioux City, or Fort Dodge. The license renewal kiosk will probably be removed from the Administration hallway in April.

9:00 a.m. March 7, 2017 County Supervisor & Spencer Ward 4 Council Member Special Election Canvass

The Board of Supervisors proceeded to canvass the results of the votes of the Special Clay County Supervisor & Spencer Ward 4 Council Member Election held on March 7, 2017 and now embodies its findings:

Dan Skelton is declared elected to the office of Clay County Supervisor At Large to fill vacancy and Leann Jacobsen is declared elected to the office of City Spencer Ward 4 Council Member to fill vacancy.

A copy of the Abstract of Votes and the original tally lists, are hereby delivered to the Commissioner of Elections for filing as required by law. The County Auditor is to send an original signed copy of the Abstract to the City of Spencer.

The Oath of Office of Board of Supervisor Dan Skelton was administered by Board Chair Burlin Matthews.

9:15 a.m. Assistant County Attorney Barry Sackett gave the Board a departmental update from the civil division of the County Attorney's office.

Unless otherwise indicated, all of the motions offered after 9:15 a.m. at this meeting were carried with the following vote: Ayes: Anderson, Matthews, Skow, Swanson, and Skelton. Nays: None. Abstentions: None.

9:30 a.m. Hearing for the Proposed Fiscal Year 2018 County Budget

This being the time and place for the hearing upon the budget estimate for fiscal year 2018. There was present a quorum as required by law. Thereupon the board investigated and found that the notices of the time and place of hearing have, according to law and as directed by the Board, been published on March 2, 2017 in the Spencer Daily Reporter, Everly-Royal News and the Peterson Patriot, official newspapers, in said county, and the affidavits of said publications are on file with the Clay County Auditor. There were no written objections and the Board Chair allowed oral comments to be heard. After due consideration and discussion Supervisor Skow made a motion, seconded by Supervisor Anderson to adopt the budget as published.

The vote upon final adoption of the budget was as follows:

Ayes: Anderson, Matthews, Skelton, Skow and Swanson.

Nays: None. Abstentions: None.

Resolution adopted.

The County Auditor was thereupon directed to properly certify the budget as adopted and file as required by law.

It was moved by Skow, seconded by Swanson to adopt the following resolution:

RESOLUTION NO. #2017-12

RESOLUTION APPROVING THE RECOMMENDATION OF THE CLAY
COUNTY COMPENSATION BOARD

WHEREAS, Iowa Code §331.907(20) requires the County Board of Supervisors to review and act upon the county compensation board's recommended compensation schedule for the new fiscal year which begins July 1, 2017; and

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WHEREAS, the Clay County Compensation Board met on December 19, 2016 and December 21, 2016 with recommendations of the following:

- 4.0% increase for the Clay County Attorney
- 2.5% increase for all other Elected County Officials

And,

WHEREAS, the Board of Supervisors acknowledges receipt of this recommendation and has given consideration to this recommendation;

NOW, THEREFORE, BE IT RESOLVED, by the Clay County Board of Supervisors, that it hereby grants the recommended increase during FY17/18. With this resolution, the FY17/18 salaries of Clay County elected Officials as follows:

OFFICIAL	FY 17/18 SALARIES
Attorney	\$92,820.00
Auditor	\$60,573.44
Recorder	\$60,573.44
Sheriff	\$80,331.30
Supervisors	\$27,726.00
Treasurer	\$60,573.44

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 14th day of March, 2017 and the vote thereon being as follows:

Ayes: Anderson, Matthews, Skelton, Skow and Swanson. Nays: None. Abstentions: None. Resolution adopted.

/s/Burlin H. Matthews, Board Chairperson
ATTEST: /s/Marjorie A. Pitts, County Auditor

9:50 a.m. Tammy Mc Keever & Spencer Insurance Agent Libby Stricker presented the Board with a check in the amount of \$1,000 made possible by a Risk Management Program grant from the Iowa Community Assurance Pool in which the County obtains risk management insurances. The grant will assist in the purchase of a deliberator for the Secondary Roads Department that was recommended by the County Safety Committee.

Motion by Skow, seconded by Swanson to set the date and time of March 28, 2017 at 10:30 a.m. at the Clay County Administration Building board room for the public hearing of the DNR Construction Permit Application to build a new confinement building for Grey Owl Farms 1, LLC, 824 Brooks Road, Iowa Falls, IA 50126 located in Section 36 Peterson Township, Clay County, Iowa. Motion carried.

The Board discussed their need to schedule a work session with Tammy McKeever regarding procedures and recommendations for the master matrix process.

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10:00 a.m. County Engineer Dan Eckhert

Motion by Swanson, seconded by Skow to accept the low bid of \$253,663.48 from Sta-Bilt Construction Inc. of Harlan, Iowa for project LST-4517MS-1 and authorize the Chairperson to sign the contracts. Motion carried.

Motion by Anderson, seconded by Skelton to accept the low bid of 37,626.80 from Astech of St. Joseph, Minnesota for project LST-5817RS-1 and authorize the Chairperson to sign the contracts. Motion carried.

Motion by Anderson, seconded by Swanson to accept contract between Clay County and Flynn Company Inc. out of Dubuque, Iowa for project STP-S-CO21(134)--5E-21 PCC Overlay on B40 from County Line east 5.45 miles in the amount of \$1,583,526.29 and authorize the Chairperson to sign the contracts. Motion carried.

Motion by Skow, seconded by Anderson to approve amendment to FY16-17 Clay County Secondary Roads Budget. Motion carried.

10:30 a.m. FY2016 Audit Report

The Winther, Stave & Co., LLP presented the audit report for the fiscal year ending June 30, 2016. The County had local tax revenue of \$30,900,992 for the year ended June 30, 2016, which included \$2,615,347 in tax credits from the State. The County forwarded \$23,245,167 of the local tax revenue to the townships, school districts, cities, and other taxing bodies in the County. The County retained \$7,655,825 of the local tax revenue to finance County operations, a 2.1 percent increase from the prior year. Other revenues included charges for service of \$900,647, operating and capital grants, contributions and restricted interest of \$4,659,263, unrestricted investment earnings of \$103,000, other financing sources of \$347,486, and other general revenues of \$2,033,649. Expenses for County operations totaled \$13,711,178, a 2.9 percent increase from the prior year. Expenses included \$5,004,481 for roads and transportation, \$2,814,442 for public safety and legal services, \$1,403,774 for County environment and education, and \$2,288,803 for administration. A copy of the audit report is available for review in the County Auditor's Office, in the Office of Auditor of State, and on the Auditor of State's website at <http://auditor.iowa.gov/audit-reports>.

Motion by Anderson, seconded by Skelton to approve a one (1) year contract with the Woodman Technical Support Control System for the Clay County Courthouse. Woodman Controls agrees to provide temperature control system inspection, support, preventative maintenance and repairs for the Woodman Building Automation System with two on-site visits per year at a cost of \$3,000.00 per visit and up to eight hours of on-line support. This agreement will initiate on April 1, 2017. Motion carried.

Motion by Swanson, seconded by Skelton to approve license renewal application for Class B Beer Permit presented by legal owner: Rebecca Rouse, 3299 335th Ave, Ruthven, IA doing business as Becky's Corner Store & Cafe, 3299 335th Avenue, Ruthven, IA 51358. Permit term is for twelve (12) months with effective date of April 1, 2017 and expires March 31, 2018. Motion carried.

Motion by Anderson, seconded by Skow to approve Class C Native Wine Permit for InnSpiration Bed & Breakfast and Vineyards located at 5079 180th Avenue, Linn Grove, Iowa 51033 and submitted by Paul and Sheila Thompson, pending dram shop certification. Permit term is for twelve (12) months with effective date of May 10, 2017 and expires May 9, 2018. Motion carried.

Motion by Skow, seconded by Skelton to approve the Northwest Iowa Glass Co proposal to replace 1" bronze tempered insulated glass at the Clay County Administration Building in the amount of \$299.00. Motion carried.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Anderson reported on the Juvenile Drug Court meeting, the Early Childhood Board meeting, the YES Center Board meeting, the Compass Pointe Board meeting, and the E911 Board meeting. Supervisor Swanson updated the Board on the Clay County Visitors Bureau meeting and the ISAC Legislative Conference. Supervisor Matthews reported on the Local Housing Trust Board meeting, the Airport Board meeting, the Conservation Board meeting, and the ISAC County Day at the Capital.

The Chairperson adjourned the meeting at 1:19 p.m. to convene at the next Auditor's called meeting March 28, 2017 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Burlin H. Matthews, Chairperson