

Clay County Board of Supervisors Minutes from Meeting 20 held on June 6, 2017

The Clay County Board of Supervisors met pursuant to adjournment June 6, 2017 at 8:30 a.m. in the boardroom with Chairperson Matthews presiding and with the following other members present: Supervisors Anderson, Matthews, Skelton, Skow, Swanson, Assistant County Attorney Barry Sackett, and Auditor Deputy Ann Baschke and Auditor Marjorie Pitts as clerks for the meeting. Chairperson Matthews led the meeting in the Pledge of Allegiance. Guest: Bob Rose

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

Motion by Skelton, seconded by Anderson that the Board meeting agenda for June 6, 2017 be amended to change the closed session pursuant to Iowa Code Chapter 21.5 (i) and (j) then received and placed on file with the County Auditor as approved. Motion carried.

The Board spoke with Bob Rose regarding the upcoming Flagfest Flight Breakfast on June 11, 2017. Rose encouraged any available Board members to help serve between 7:00 a.m. and 11:00 a.m.

Motion by Swanson, seconded by Skelton that the minutes of the Board Meeting #19 held May 23, 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 June 6, 2017. Ayes: Anderson, Matthews, Skelton, Skow, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Publication List by Vendor

Advanced Systems	Copier Charges	609.16
Advanced Systems	Copier Charges	208.59
Airgas USA	Grounds Maintenance	34.02
Alliant Energy	Utilities	287.56
Alpha Wireless	Radio & Related Equip.	2231.57
Barry Anderson	Employee Travel Expenses	1170.88
Arctic Glacier	Concessions	139.77
Safelite Fulfillment	Parts	15.00
Ayrshire Farmers Mutual	Telephone	30.98
Black Hills Energy/Assistance	Utilities Payments	25.83
Black Hills Energy	Natural & Lp Gas	70.00
Blackhawk Co Sheriff	Legal & Ct-Related Serv.	21.06
Bomgaars	Minor Equip & Hand Tools	1123.40
Bound Tree Medical	Safety	130.47
Boyer Trucks	Parts	16.24
Scot Brown	Flex	300.00
Bradley Brunk	Flex	300.00
Bud's Service	Fuels	55.40
Buena Vista Co Auditor	Legal & Ct-Related Serv.	15.50
C&D Used Oil Services	Lubricants	55.00
Bill Caskey	Rent Payments	520.00
Leah Cauthron	Flex	35.00
Central Iowa Distributing	Custodial Supplies	69.00

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CenturyLink	Telephone	467.82
City of Spencer	Comm Center	18642.62
City of Webb	Water & Sewer	80.83
Clay Co Sec Road Fund	Fuels	76.92
Clay County Fair Assn	Allocation	9667.65
Clay County Treasurer	Land Improvements	149.53
Codex Corp	Protection/Security Serv.	618.33
Coffman's Locksmith	Construction & Maint.	180.95
Cooperative Energy Company	Natural & Lp Gas	201.87
Copper Cottage	Buildings	398.43
Crescent Electric Supply	Construction & Maint.	404.23
Crown Clinics	Protection/Security Serv.	500.00
Culligan of Spencer	Office Supplies	38.60
Daily Reporter	Dues & Memberships	99.00
DASH Medical Gloves	Gloves	127.80
Dave's Sand & Gravel	Construction & Maint.	504.54
Dept of Revenue-Motor Vehicles	Legal & Ct-Related Serv.	10.00
Diamond Vogel	Parts	31.23
Dickinson County	Employee Travel Expenses	1650.43
Don Pierson Ford	Minor Mv Parts & Access	795.11
Pamela Doran	Flex	300.00
Everttek	Telephone & Telegr.Serv.	248.18
FleetPride	Parts	1183.65
Galls an Aramark Company	Wearing Apparel & Uniform	244.97
Graham Tire Co	Tires & Tubes	25.00
H & N Chevrolet Buick	Lubricants	45.10
Brianne Hanson	Recreational Supplies	46.91
Hodgin's Manufacturing	Construction & Maint.	191.00
Carissa Huse	Flex	2.03
Iowa Lakes Community College	Buildings	3914.58
IA Lakes Electric Coop	Utilities	97.88
IA Water Well Assoc	Dues & Memberships	130.00
ICIT	Dues & Memberships	50.00
IDS - Info Dog Security	Office Supplies	59.45
Innovative Rescue Solutions	Safety	56.00
Institute IA Certified Assr	Educational	300.00
ISAC	Educational	150.00
ISACA	Educational	175.00
J.R. Jim Howe Septic Tank	Buildings	525.00
J&T Rentals	Rent Payments	200.00
Jack's Uniforms & Equipment	Uniforms	182.88
Janitors Closet	Custodial Supplies	1062.16
Jennifer Jensen	Custodial	310.00
Johnston Automotive	Buildings	322.84
Keltek Incorporated	Other	9.12
Kirkham Michael & Assoc	Engineering Services	6010.52
Jayne Kroger	Employee Travel Expenses	107.48
Kim Kroger	Educational	52.50
Sheryl Lee	Flex	211.23
Lube-Tech & Partners	Grounds Maintenance	175.00
Mar-Lin Business Supply	Office Supplies	167.46
Marcus News	Official Publication	641.00
Mastercard	Fuels	1053.39
Matheson Tri-Gas	Parts	129.58
Tammy McKeever	Employee Travel Expenses	42.59
Mechanical Sales	Buildings	4443.00
Medicaid Claims	Cs Mngmnt/Medicaid Match	10380.37
Menards	Buildings	404.36

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Nat'l Environmental Hlth Assoc	Dues & Memberships	95.00
National Rec & Park Assn	Dues & Memberships	80.00
Northwest Bank	Other Long-Term Debt	82982.52
Noteboom Implement	Minor Mv Parts & Access	120.58
NW IA Planning & Devlpmnt	Allocation	8261.00
NW IA Youth Emergency Serv	Sheriff Transport Charges	110.00
O'Brien County Implement	Parts	463.61
Robert Peters	Safety	100.00
Marjorie Pitts	Flex	989.53
Premier Communications	Telephone	572.82
Presto X Company	Buildings	122.90
Rainbow Bait	Bait	55.00
Ramada NW Inn & Suites	Employee Travel Expenses	218.40
Remillard Custom Wood	Construction & Maint.	300.00
Rent-All Center	Machinery	85.00
Sanders Inc	Cover Aggregate/Sand/Mate	3550.73
Darrel Santage	Employee Travel Expenses	86.40
Seasons Children Center	Allocation	38287.00
Smith Medical Partners	Safety	550.80
Solutions	Hardware	4081.73
Spencer Area Jobs Trust	Allocation	2500.00
Spencer Auto Parts	Other	359.27
Spencer Hospital	Medical & Health Services	3565.37
SMU	Utilities	10992.92
Spencer Office Supplies	Office Supplies	1188.03
Spencer Red Power	Parts	949.55
Ann Spooner	Flex	47.33
Sta-Bilt Construction	Engineering Services	84342.44
Staples	Office Supplies	29.74
State Steel Supply	Parts	318.90
Kate Stouffer	Educational	52.50
Temple Apartments	Rent Payments	240.00
Terril Telephone Coop	Telephone	9.44
The Cartridge Connection	Office Supplies	844.70
Kris Toay	Flex	60.00
US Cellular	Cell Phone	1145.93
U S Postmaster	Postage & Mailing	49.00
Van Diest Supply Co	Chemicals & Gasses-Herb.	7227.94
Randy Van Kley	Flex	446.60
Verizon	Cell Phone	177.01
VISA	Employee Travel Expenses	3486.58
Webb Wireless	Radio & Related Equip.	1200.00
Windstream	Telephone	41.69
Woodbury County Sheriff	Legal & Ct-Related Serv.	18.43
Zep Manufacturing	Grounds Maintenance	101.98
Grand Total		336268.92

Motion by Anderson, seconded by Skow to approve drainage expenditure from Joint Drainage District #73, dated April 11, 2017 totaling \$151.67 to remove beaver dam from Pocahontas County Secondary Roads Department. County Auditor is instructed to send the billing to Palo Alto County for payment after approval. Motion carried.

Motion by Swanson, seconded by Anderson to approve drainage expenditure dated June 6, 2017 totaling \$189,681.78, payable to KMA Trucking & Excavating, LLC, 22050 277th Avenue, Le Claire, IA 52753 for Estimate #5 Drainage District # 23 improvements. The amount will be issued as a stamped warrant from fund #51031. Motion carried.

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

Motion by Anderson, seconded by Skelton to accept with regret the resignation of Karl Nolin from the Clay County Civil Service Commission and appoint Dennis Linn, Fostoria, IA to fill the vacancy with a term ending August 15, 2019. Motion carried.

Motion by Skelton, seconded by Skow to accept low fuel quote of \$7,822.00 from Cooperative Energy, 5715 Hwy Blvd, Spencer, IA. Motion carried.

Motion by Swanson, seconded by Anderson to accept the low tire quote of \$76,856.00 from Nielsen Tire Co, 1208 4th Ave SW, Spencer, IA. Motion carried.

Motion by Anderson, seconded by Skelton to accept Underground Construction permit for Royal Telephone Company to replace fiber optic cable in Clay County Secondary Roads ROW by along 420th Street, Section 14, Clay TWP. Motion carried.

Motion by Skelton, seconded by Skow to accept Underground Construction permit for Black Hills Energy to place gas line in Clay County Secondary Roads ROW on 358th Street to provide new service, Section 14, Riverton TWP. Motion carried.

Motion by Swanson, seconded by Skelton to enter into closed session at 9:15 a.m. pursuant to Iowa Code Chapter 21.5(i) and (j). Motion carried.

Motion by Anderson, seconded by Skow to exit the closed session at 10:31 a.m. Motion carried.

10:45 a.m. Sheriff Chris Raveling discussed with the Board a recent inmate medical invoice. Assistant County Attorney Sackett will contact the provider to seek payment options or alternatives. Raveling gave a departmental update regarding personnel changes, housing of inmates from neighboring counties, and new employee handbook revisions.

11:00 Community Services Director Kim Wilson gave the Board a departmental update and presented the unofficial Annual Executive Summary Report of the Northwest Iowa Care Connection (NWIACC) mental health region. Highlights of the report were discussed. Senate File 504 legislation was discussed relating to cash balance reserve goals.

Motion by Anderson, seconded by Swanson to accept and authorize the Chairperson to sign the Employee Payroll Requests from the Secondary Roads Department for Dylan Holst and Jake Kluender for Part-time/Temporary Status for summer employment at \$12.50 per hour starting May 30, 2017. Motion carried.

Motion by Skow, seconded by Swanson to accept and authorize the Chairperson to sign the Employee Payroll Request from the Sheriff's Department for Eric Ring, for an amendment to Eric's vacation time. Ring will start employment on March 29, 2017 with two weeks of vacation. Motion carried.

Motion by Anderson, seconded by Skelton to authorize the Chairperson to sign the "Election to Participate and Release" from Two Rivers Insurance Company, 214 North Main, Burlington, Iowa 52601. By executing this election and receiving payment Clay County agrees to release Two Rivers Insurance Company from liability for any civil claims or penalties arising from their billing practices for the Iowa Governmental Health Care Plan. The County Auditor is directed to send the signed and completed forms to Tammi Green, Enforcement Bureau for the Iowa Insurance Division, Two Ruan Center, 601 Locust Street, Des Moines, Iowa 50309-3738 before 4:00 p.m. on August 20, 2017. Motion carried.

Motion by Anderson, seconded by Skow to authorize Chairperson to sign lease agreement with the Iowa Department of Administrative Services on behalf of and for the benefit of the Iowa Department of Education, Iowa Vocational Rehabilitation Services for office space located at 217 West 5th Street to commence July 1, 2017 till June 30, 2022 with detail on file at the auditor's office. Motion carried.

Motion by Anderson, seconded by Swanson to hold a special board meeting at 8:30 a.m. on June 30, 2017 in the boardroom of the Clay County Administration Building boardroom to conduct end of fiscal year business. Motion carried.

Motion by Skelton, seconded by Skow to approve changing the date of the regular July 4th Board meeting to Wednesday, July 5, 2017 at 8:30 a.m. in the Clay County Administration Building boardroom due to 4th of July Holiday. Motion carried.

Motion by Anderson, seconded by Swanson to authorize the Chairperson to sign the annual Information Technology Services Statement of Work between Clay County and Solutions, Inc., 2311 West 18th Street, Spencer, IA. This agreement is effective July 1, 2017 at a total cost of \$23,274.00 which covers the Web Hosting Agreement with four domain names at no additional cost, IBM I Server Management and the "Silver" Managed Services Agreement with discounted travel of \$250.00 per technician per day. Motion carried.

Motion by Skow, seconded by Anderson to authorize the Chairperson to sign the annual Licensed Code Support Agreement between Clay County and Solutions, Inc., 2311 West 18th Street, Spencer, IA. This agreement is effective July 1, 2017 at a total cost of \$37,930.00 which covers the computer software modules used by each county office or department according to Exhibit A of the Agreement. Motion carried.

Motion by Skelton, seconded by Swanson to authorize the Clay County Sheriff to sign the annual Information Technology Services Statement of Work between Clay County and Solutions, Inc., 2311 West 18th Street, Spencer, IA. This agreement is effective July 1, 2017 at a total cost of \$12,702.00 which covers the IBM I Server Management and the "Silver" Managed Services Agreement with discounted travel of \$250.00 per technician per day. Motion carried.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Skelton reported on the Upper Des Moines Opportunity Annual meeting. Supervisor Anderson reported on the NWIACC Governance Board meeting, the YES Center Board meeting, NW IA Workforce meeting, and the ISAC Leadership Institute class session. Supervisor Skow updated the Board on the county Safety and Department Head meetings. Supervisor Matthews reported on

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the meeting he and Supervisor Anderson had with Jay Clasing regarding wind turbines, the Communication Center Board meeting, and the ISAC Leadership Institute class session.

11:45 a.m. The Board of Supervisors broke for lunch.

1:30 p.m. Drainage District #2 Completion Hearing

The Clay County Board of Supervisors as trustees of Drainage District 2 convened their meeting on June 6, 2017 at 1:30 p.m. Members present: Anderson, Matthews, Skelton, Skow and Swanson. Guests: County Engineer William Rabenberg, Drainage Technician Aaron Rutter, Bolton & Menk Engineer Jon Rosengren, County Treasurer Sande Geidl.

Motion by Skelton, seconded by Skow to appoint Supervisor Matthews as Chairperson and Clay County Auditor Marjorie Pitts as Secretary for this meeting. Motion carried.

1:30 p.m. The time having arrived for the public hearing to receive and consider any objections or claims for damages to the completed construction report submitted by Bolton & Menk, Inc., for drainage repairs and improvements in Drainage District 2.

The Board determined that proper notice of the public hearing was accomplished and finding there to be no written objections and five (5) claims for damages as listed. Heuck Farms Inc., Properties \$914.00; Brian Fairchild-no amount stated; Doug & Kathy Geerdes \$750.00; Richard Kirksey & Drury Sisters Partnership-no amount stated; Jensen Farms, Inc. \$1445.20.

After discussion motion was made by Trustee Anderson, seconded by Trustee Swanson to close the public hearing. Motion carried.

The Trustees discussed each of the five requests for damages above the crop damages worksheet. Heuck Farms Inc. Properties was found to be covered in the recommendation presented by Bolton & Menk Inc. Brian Fairchild will talk with NRCS regarding the damage in Section 7 from heavy equipment then may submit a claim for damages to the Trustees. Doug & Kathy Geerdes amount of \$750.00 was recommended for payment for fence and repairs. Richard Kirksey & Drury Sisters Partnership was recommended for payment of \$2,300 for culver pipe and debris clean-up. Jensen Farms, Inc. was recommended for payment of \$1,445.20 for fence and tree removal.

The Board found the work under contract completed and accepted.

Motion by Anderson, seconded by Skelton to compute the balance due and direct the county auditor to issue the final settlement for balances due to the contractor thirty (30) days after acceptance of the work pursuant to Iowa Drainage Law Section #468.103. Claims for damages totaling \$ 4,495.20 were approved to the following district landowners:

Name:	Amount:
Doug & Kathy Geerdes	\$ 750.00
Richard Kirksey & Drury Sisters Partnership	\$2,300.00
Jensen Farms, Inc.	\$1,445.20

Motion by Anderson, seconded by Skow to recess the drainage meeting. The Board of Supervisors recessed Drainage District #2 at 2.41 p.m. Motion carried.

The Chairperson adjourned the meeting at 2.41 p.m. to convene at the next Auditor's called meeting June 13, 2017 at 10:15 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Burlin H. Matthews, Chairperson