

Clay County Board of Supervisors Minutes from Meeting 23 held on June 30, 2017

The Clay County Board of Supervisors met pursuant to adjournment June 30, 2017 at 8:30 a.m. in the boardroom with Chairperson Matthews presiding and with the following other members present: Supervisors Anderson, Matthews, and Skow, Assistant County Attorney Barry Sackett, and Auditor Marjorie Pitts as clerk for the meeting. Guest: Harold Prior. 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, and Skow. Nays: None. Abstentions: None.

Motion by Skow, seconded by Anderson that the Board meeting agenda for June 30, 2017 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Anderson, seconded by Skow that the minutes of the Board Meeting #22 held June 20, 2017 are hereby approved as submitted. Motion carried.

Motion by Anderson, seconded by Skow 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 30, 2017. Ayes: Anderson, Matthews, and Skow. Nays: None. Abstentions: None. Resolution adopted.

Publication List by Vendor

Advanced Systems	Copier Charges	454.04
Advanced Systems	Copier Charges	385.11
Alpha Wireless	Radio Repairs	50.00
Arctic Glacier USA	Concessions	163.23
Asher Motor Co	Parts	449.27
Bomgaars	Buildings	599.48
Boyer Trucks Sioux Falls	Construction & Maint.	212992.00
Bradley Brunk	Safety	80.00
Bud's Service	Fuels	24.50
Carpenter Uniform & Promotions	Uniforms	561.24
CenturyLink	E911 Charges	467.82
Lucas Christensen	Flex	289.15
City of Spencer	Comm Center	25223.45
C.J.Cooper & Associates, Inc.	Safety Supplies	237.78
Clay Co E M S Assn	Allocation	3643.25
Clay Co Flex Plan	Emp Grp Health Ins-Co Con	6894.00
Coffman's Locksmith	Buildings	65.00
Cooperative Energy Company	Propane	75.20
Steve Craig SLC Pool	Training	280.00
Crown Clinics	Inmate Medical	450.00
Daily Reporter	Publications	1152.00
Debra Mc Keever McKeever	Depositions	103.50
Michael Determan	Flex	223.00
Raymond Essick	Flex	491.60
Exhaust Pros	Vehicle Maintenance	259.95
Fire Proof Plus	Safety	46.50
Foundation Analytical Lab	Well Testing	84.00
Galen's Pro-Mow	Buildings	772.63
Galls an Aramark Company	Uniforms	293.44

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Shirley Goyette	Employee Travel Expenses	45.50
Graham Tire Co	Tires & Tubes	529.47
Brianne Hanson	Recreational Supplies	13.95
Michael Heikens	Mileage	1.05
Hodgin's Manufacturing	Construction & Maint.	73.00
Nicole Huckfelt	Flex	116.21
Iowa Lakes Community College	Buildings	270.00
IDS - Info Dog Security	Shredding	61.00
ISACA	Registration	100.00
Janitors Closet	Custodial Supplies	43.46
Jennifer Jensen	Custodial	560.00
Debra Jessen	Mileage	4.90
Justice Fire & Safety	Buildings	625.00
Karl Emergency Vehicles	Vehicle Maintenance	13615.75
Kent Kimball	Mileage	11.55
Robert Kluender	Safety	100.00
Kristi Kuester	Flex	641.91
L&D Ag Service	Parts	34.71
John Lawson	Employee Travel Expenses	960.01
Sheryl Lee	Employee Travel Expenses	11.91
Linn County Sheriff	Sheriff Fees	20.50
Joshua Long	Employee Travel Expenses	7.00
Mail Services	Postage & Mailing	601.35
Mar-Lin Business Supply	Office Supplies	44.98
Mastercard	Recreational Supplies	269.80
Burlin Matthews	Employee Travel Expenses	2937.26
MaxYield Cooperative	Fertilizer & Seed	841.34
Mayo Clinic	Inmate Medical	27625.17
McDonald Supply	Buildings	9.67
Menards	Buildings	114.55
Midwest Technology Services	Office Equip	300.00
Midwestern Mechanical	Buildings	219.30
Miller Plumbing & Heating	Buildings	244.70
Nielsens Tire & Appliance	Tires & Tubes	36350.54
Noteboom Implement	Parts	198.97
NW IA Chimney Sweeping & Air	Buildings	2025.00
NW IA Youth Emergency	Sheriff Transport Charges	275.00
Osceola Co Sheriff	Legal & Ct-Related Serv.	31.05
Pitney Bowes Purchase Power	Postage & Mailing	1750.00
Presto X Company	Buildings	129.00
Rage Inc	Custodial Supplies	83.68
Rainbow Bait	Concessions	55.00
Monica Rehnstrom	Employee Travel Expenses	20.13
Eric Ring	Flex	40.00
Glenn Rouse	Safety	150.00
RU2 Systems	Shipping	25.50
Barry Sackett	Flex	1000.00
Kathryn Schwarting	Flex	276.00
Secretary of State	Office Supplies	60.00
Connie Sefcik	Depositions	39.00
Jason Selk	Safety	80.00
Simons Farms % Bruce Simons	Well Closure	390.00
Daniel Skelton	Flex	184.51
Solutions	Contracts	78036.59
Speed Printers	Office Supplies	144.00
Spencer Auto Parts	Parts	72.38
Spencer Family Care/Avera	Medical & Health Services	187.00
Spencer Hospital	EMS Supplies	2000.00

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Spencer Office Supplies	Office Supplies	171.17
Spencer Trophy & Awards	Recreational Supplies	330.00
Staples	Office Supplies	129.54
Stratford Gravel	Engineering Services/Cont	93634.24
Mark Thompson	Flex	156.01
Tool Depot	Buildings	14.99
Town & Country	Sanitation & Disposal	526.48
US Cellular	Telephone	627.35
VISA	Fuels	1152.44
Kimberly Wilson	Flex	163.61
Jonathan Winterboer	Flex	260.12
Grand Total		528635.44

Motion by Skow, seconded by Anderson to adopt the following resolution: BE IT HEREBY RESOLVED by the Board of Supervisors to approve DRAINAGE expenditures and that the County Auditor be hereby authorized and directed to issue warrants, against the various settlement of such claims as allowed June 30, 2017. County Auditor is directed to issue stamped warrants from drainage districts which currently have insufficient funds.

Clay County Secondary Roads, Spencer, IA

Equipment, Labor & Materials	D.D. #48	\$ 311.49	
Hudson Law Firm, PO Box 210, Pocahontas IA 50574.			
Kirksey Objection	D.D. #2	\$ 27.50	Stamped
LA Carlson Contracting, 20984 C43, Merrill, IA 51038			
Est. # 13 Drainage District Improvement	D.D. #2	<u>\$67,402.90</u>	Stamped

Total Drainage approved \$67,741.89

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

Motion by Anderson, seconded by Skow to approve the following Drainage District #26 claims for damage compensation from right of way clean out.

Christensen C Bar Inc, 4375 160 th Avenue, Royal IA 51357	\$ 876.26
Marilea Christensen Revocable Turst, 4375 160 th Avenue, Royal, IA 51357	\$10,106.79
Larry Arthur & Brenda Orpilla French, 14132 177 th Avenue NE, Redmond, WA	\$ 170.72
Joyce E Galm, 1550 380 th Street, Royal, IA 51357	\$ 1,143.66
Stanley Jespersen & Veron Tjosssem, 1211 St Luke Dr #209, Spencer, IA 51301	\$ 2,983.80
Jeffrey J & Lori C Maurer, 1425 380 th Street, Royal, IA 51357	\$ 210.79
Sherman H. Nielsen, 4080 155 th Avenue, Royal, IA 51357	\$ 5,557.25
Allen Swanson, 1410 440 th Street, Peterson, IA 51047	<u>\$ 4,538.55</u>
Total Claims	\$25,587.82

Motion carried.

Motion by Anderson, seconded by Skow to approve the fiscal year 2018 agreement between Clay County and Upper Des Moines Opportunity Food Pantry. Clay County negotiates an annual contract that provides a quarterly allocation to Upper Des Moines Opportunity to address the indigent Clay County residents requesting food assistance from the UDMO Clay County Outreach office. Clay County will provide a quarterly financial allotment to Upper Des Moines Opportunity in the amount of \$600. This agreement will take effect on July 1, 2017 and terminate on June 30, 2018. Motion carried.

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8:50 a.m. Assistant County Attorney Barry Sackett gave the Board a departmental update from the civil division of the County Attorney's office. Sackett suggested there is a need to amend the Jake Brake Ordinance which will be brought before the Board in a future meeting.

9:00 a.m. Spencer Insurance Services Broker Libby Stricker discussed the fiscal year 2018 Iowa Communities Assurance Pool (ICAP) renewal with the Board. The coverage with various departments had been reviewed and, with the exception of property values, which were increased approximately 2.5%, the renewal quote is based on existing coverage. ICAP hired a firm to run replacement values on ten (10) structures which did increase many of the building limits. This year's renewal premium is \$171,998.68, an increase of \$4,154 or approximately 2.5%. There is a credit voucher to be applied in the amount of \$17,687.87 bringing the net premium to \$154,310.81. The Emergency Management Agency policy premium for fiscal year 2018 will be a net \$2,375.34. Broker Stricker also discussed the County's Workers' Compensation policy premium increase that can be accounted for in the increased experience modification factor from .84 to .92. IMWCA also increased their discount from .82 to .90. The IMWCA premium for fiscal year 2018 will be \$109,557.00. This premium is shared between Secondary Roads and the County General Supplemental funds at a ratio of 53% Secondary Roads and 47% General Supplemental. A 25% deposit of \$27,391 due July 1, 2017 will be followed by seven (7) payments of \$11,738.00. The Board and Broker Stricker further discussed county vehicle usage and the potential effect on claims being settled.

9:30 a.m. Will Rabenberg – County Engineer - Dept Update

Motion by Anderson, seconded by Skow to approve the posting of the Secondary Roads Construction Foreman position. Motion carried.

Engineer Rabenberg discussed the process of approving utility permits. It was the consensus of the present Board that the Engineer would approve the permits and then furnish a report to the Board. The replacement of underground tanks at outside shops was also discussed. Six (6) tanks have been identified and quotes have been obtained for future approval. The Farm to Market roads near the cities of Dickens and Webb were discussed and the county deeded road near the city of Gillett Grove was also discussed.

9:45 a.m. Treasurer Sandra Geidl reported to the Board that their office conducted an on-line adjourned tax sale that sold three (3) properties. This on-line adjourned tax sale was the first ever conducted in the State of Iowa. Geidl also discussed the stamped drainage warrant process that has been in effect and has accumulated to nearly \$2.5 million investment. This investment earns five (5) percent interest and is recouped through collection of drainage assessments from landowners annually. The Board will discuss further alternatives to this process if the Treasurer ceases to purchase stamped drainage warrants.

Motion by Skow, seconded by Anderson approve the bid of \$1,875.00 on the cleaning of the twenty-one (21) high velocity heating and cooling units at the courthouse. Price includes coils, squirrel cage blower fans and connecting duct work. The project will take about 3 ½ to 4 days to complete and will be done the week of July 17, 2017 through July 24, 2017. Motion carried.

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

RESOLUTION #2017-20

WHEREAS, it is desired to make appropriations for each of the different county officers and departments for the fiscal year beginning July 1, 2017 in accordance with Section 331.434, Subsection 6, Code of Iowa.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Clay County, Iowa, as follows:

SECTION 1. The amounts itemized by department or office on the attached schedule are hereby appropriated from the resources of county funds to the department or office listed in the first column on the same line of the attached schedule.

SECTION 2. Subject to the provisions of other county procedures and regulations and applicable state law, the appropriations authorized under Section 1. The amounts itemized by department or office on the attached schedule are hereby appropriated from the resources of funds to the department or office listed in the first column on the same line of the attached schedule. Subject to the provisions of other county procedures and regulations, and applicable state law, the appropriations authorized under Section 1 shall constitute authorization for the department or officer listed to make expenditures or incur obligations effective July 1, 2017.

SECTION 3. In accordance with Section 331.437, Code of Iowa, no department or officer shall expend or contract to expend any money or incur any liability, or enter into any contract which by its terms involves the expenditure of money for any purpose in excess of the amounts appropriated pursuant to this resolution.

SECTION 4. If at any time during the 2017-2018 budget year the auditor shall ascertain that the available resources of county funds for that year will be less than the total appropriations, the board shall immediately be informed and recommend appropriate corrective action.

SECTION 5. The auditor shall establish separate accounts for the appropriations authorized in Section 1, each of which account shall indicated that amount of the appropriations, the amounts charged thereto, and the unencumbered balance. The auditor shall report the status to such accounts to the applicable departments and officers monthly, during the budget year.

SECTION 6. All appropriations authorized pursuant to this resolution lapse at the close of business June 30, 2018.

Board of Supervisors	\$ 275,223.
Auditor	\$ 274,286.
Treasurer	\$ 357,520.
County Attorney	\$ 491,842.
Sheriff	\$2,285,569.
Clerk of Court	\$ 88,400.
Recorder	\$ 220,501.
Assessor	\$ 433,999.
Zoning / Sanitarian / Safety	\$ 164,098.
Human Services	\$ 39,100.

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Secondary Roads	\$6,236,292.
Veterans Affairs	\$ 103,338.
Conservation Board	\$ 840,939.
Board of Health	\$ 275,000.
Weed Commission	\$ 4,052.
Social Services	\$ 63,469.
Medical Examiner	\$ 21,050.
Data Processing / I.T.	\$ 272,215.
G.I.S.	\$ 101,330.
Buildings & Grounds	\$ 607,573.
Mental Health	\$ 434,905.
Emergency Management	\$ 136,107.
Emergency Medical Services	\$ 27,050.
Joint E911 Service Board	\$ 185,100.
Non Departmental	\$3,992,524.
TOTAL EXPENDITURE APPROPRIATIONS for type 1&3 Funds	\$17,929,703.
TOTAL TRANSFERS	\$ 2,169,279.
TOTAL APPORPRIATIONS	\$15,760,424.

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 30th day of June, 2017 and the vote thereon being as follows

Ayes: Supervisors Anderson, Skow, and Matthews. Nays: None. Abstentions: None.

/s/Burlin H. Matthews, Chairperson, Clay County Board of Supervisors

ATTEST:/s/Marjorie A. Pitts, County Auditor

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

RESOLUTION #2017-21

**A RESOLUTION OF THE COUNTY BOARD OF SUPERVISORS OF CLAY COUNTY, IOWA,
APPROVING THE FUNDING FOR ECONOMIC DEVELOPMENT PURPOSES
FOR FISCAL YEAR 2018**

WHEREAS, the County understands that economic development is a public purpose for which the county may provide grants, loans, guarantees, and other financial assistance to or for the benefit of private persons; and

WHEREAS, the County supports the efforts of the following entities and amounts:

IA Lakes Corridor Development	\$ 20,000
Western Iowa Tourism Region	\$ 500
Clay County Regional Event Center	\$ 40,000
Clay County Revolving Loan	\$ 152,000
Clay County Convention & Visitors Bureau	\$ 30,000
Volunteer Network of Clay County	\$ 1,000
Quality Housing Initiative	\$ 25,000

and have determined that a public purpose will be accomplished by dispensing funds according to Iowa Code Chapter 15A.1(2); and

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NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Clay County, Iowa; that the County will fund an amount totaling \$268,500.00 for the 2018 fiscal year.

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 30th day of June, 2017 and the vote thereon being as follows:

Ayes: Supervisors Anderson, Skow, and Matthews. Nays: None. Abstentions: None.

/s/Burlin H. Matthews, Chairperson of Clay County Board of Supervisors

ATTEST: /s/Marjorie A. Pitts, County Auditor

Motion by Anderson, seconded by Skow to approve Transfer #364 in the amount of \$2,500.00 from LOSST-Any lawful Use Fund to the Quality Housing Initiative fund to cover one housing application. Motion carried.

Motion by Skow, seconded by Anderson to accept the recommendation of the Clay County Assessor of one (1) disallowed homestead and military credit claims filed prior to November 1, 2016 pursuant to Iowa Code Section 425A.4(2). The Board directs the County Auditor to send notice letters of the disallowance to Betty Laursen and Kelly J Swancutt. Motion carried.

Motion by Skow, seconded by Anderson to authorize Chairperson to sign the lease agreement with Northwest Iowa Planning & Development Council for office space located at 217 West 5th Street to commence July 1, 2017 till June 30, 2018 with detail on file at the auditor's office. Motion carried.

Motion by Anderson, seconded by Skow to authorize Chairperson to sign the lease agreement Iowa Workforce Development 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 Skow, seconded by Anderson to set and authorize the Chairperson to sign the county's payroll wage schedules as submitted for departmental wages and salaries for fiscal year 2018, and placed on file with the County Auditor as approved. Motion carried.

Motion by Skow, seconded by Anderson to approve and authorize the Chairperson to sign the Northwest Iowa Chimney Sweep quote to clean the 21 high velocity heating and cooling units at the Courthouse including coils, squirrel cage blower fans and the connecting duct work in the amount of \$1875.00. Motion carried.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Skow had no report. Supervisor Anderson updated the Board on the Early Childhood meeting, the Compass Pointe financial meeting, and the NWIACC Board meeting. Supervisor Matthews reported on the RIDES Board meeting.

The Chairperson adjourned the meeting at 10:39 a.m. to convene at the next Auditor's called meeting July 5, 2017 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Burlin H. Matthews, Chairperson

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