

Clay County Board of Supervisors Minutes from Meeting 15 held on May 8, 2018

The Clay County Board of Supervisors met pursuant to adjournment May 8, 2018 at 8:30 a.m. in the boardroom with Chairperson Anderson presiding and with the following other members present: Supervisors Anderson, Matthews, Skelton, Skow, Swanson, Assistant County Attorney Barry Sackett, and Auditor Marjorie Pitts as clerk for the meeting. Chairperson Anderson led the meeting in the Pledge of Allegiance. Guest: Vern Pepper.

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.

The Board congratulated Supervisor Joe Skow on his receiving the 2018 Spencer Citizen of the Year Award sponsored by the Spencer Daily Reporter. A public reception will be held Tuesday, May 8, 2018 from 4:30 – 6:30 p.m. at the Clay County Fair and Events Center.

Motion by Matthews, seconded by Skow that the Board meeting agenda for May 8, 2018 be received and placed on file with the County Auditor as approved with the addition of a motion approve Class C Native Wine Permit for InnSpiration Bed & Breakfast and Vineyards located at 5079 180th Avenue, Linn Grove, Iowa 51033. Motion carried.

Motion by Swanson, seconded by Matthews that the minutes of the Board Meeting #14 held April 24, 2018 are hereby approved as submitted. Motion carried.

Motion by Skow, seconded by Skelton 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 May 8 2018. Ayes: Anderson, Matthews, Skelton, Skow, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Publication List by Vendor

Advanced Systems	Copier Contract	404.26
Advanced Systems	Copier Contract	548.69
Airgas USA	Grounds Maintenance	96.85
Alliant Energy	Electric Light & Power	439.50
Arnold Motor Supply	Parts	20.78
Axon Enterprise	Radio Equip.	218.54
Ayrshire Farmers Mutual	Telephone	31.58
Bankers Trust	General Obligation Interest	360803.75
BD Construction Services	Construction	616.02
Black Hills Energy	Natural & Lp Gas	325.26
Brianne Blom	Flex	142.00
Bomgaars	Parts	977.73
Bound Tree Medical	Safety Supplies	40.71
Scot Brown	Flex	251.20
Kristi Busse	Day Care Charges	226.00
CenturyLink	Telephone	456.60
Cintas Corporation	Uniforms	22.25
City of Royal	Water & Sewer	47.90
City of Spencer	Comm Center	145018.13

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City of Webb	Water & Sewer	94.50
Clay Co Emerg Mgt Agency	Allocation	8752.00
Clay Co Extension Ed Fund	Agric/Hort. Services	10000.00
Clay Co Sec Road Fund	Traffic Signs	2086.30
Clay County Fair Assn	Allocation	20380.85
U S Postal Service P	Postage & Mailing	500.00
Coffman's Locksmith	Buildings	106.50
Copper Cottage	Buildings	928.84
Crescent Electric Supply	Buildings	22.48
Culligan of Spencer	Water	13.75
Daily Reporter	Publication	99.00
DASH Medical Gloves	Supplies	511.20
DCI - SOR	Registration	120.00
Debra M Mc Keever	Depositions	39.00
Embassy Suites	Employee Travel Expenses	571.47
Evertex	Telephone	303.36
FASTENAL	Buildings	935.67
FleetPride	Parts	1037.29
General Traffic Control	Construction	7502.00
Goldschmidt Moving	Construction	32000.00
Graham Tire Co	Tires & Tubes	167.47
GRP & Associates	Safety Supplies	54.00
H & N Chevrolet Buick	Tires & Tubes	2957.63
Harrison Truck Centers	Parts	483.07
Jason Hass	Employee Travel Expenses	17.50
Henry M Adkins & Son	Election	8018.91
Thomas Herrig	Employee Travel Expenses	16.80
Holiday Inn	Employee Travel Expenses	443.52
Chad Huckfelt	Safety Supplies	80.00
Iowa Lakes Community College	Buildings - Rental	3159.20
IA Natural Heritage	Land	225350.00
IA Off State Medical Examiner	Medical & Health Services	1644.00
IA Workforce Development	Unemployment Compensation	.01
IEMSA	Dues & Memberships	100.00
IDS - Info Dog Security	Sanitation & Disposal	106.00
J&T Rentals	Buildings - Rental	3000.00
Jack's Ok Tire Service	Engineering Services	1216.67
Jack's Uniforms & Equipment	Uniforms	432.39
Janitors Closet	Custodial Supplies	363.40
Jaycox Implement	Construction	2200.00
Johnston Automotive	Parts	181.24
K9 Working Dog International	K-9 Training	13322.65
Sheryl Lee	Employee Travel Expenses	11.85
Lexis Nexis	Subscription	847.96
Lube-Tech & Partners	Parts	1142.25
L-3 Com Mobile Vision	Radio	900.00
Mac Tools	Hand Tools	110.79
Mar-Lin Business Supply	Office Supplies	98.76
Marcus News	Board Proceedings	469.47
CMAC Services	Food & Provisions	100.00
MD Products & Solutions	Parts	1254.90
Menards - Spencer	Supplies	343.98
Michael Todd & Co	Traffic Signs	2052.98
Midwest Fence & Gate Company	Buildings	1894.32
Midwest Technology Services	Office Supplies	75.00

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Kathryn Murphy	Employee Travel Expenses	36.27
Nielsens Tire & Appliance	Engineering Services	631.92
North Central Int'l	Parts	2114.11
Noteboom Implement	Machinery & Equip.	1500.00
NWIACC	Co Disb to MHDS Fiscal Ag	153739.00
Okoboji Indian Motorcycle	Motor Vehicle	7000.00
Robin Patrick	Educational	82.50
Robert Peters	Safety Supplies	180.00
Prairie Flower	Fertilizer & Seed	350.00
Premier Communications	Telephone	649.69
Quill	Office Supplies	129.95
Rage Inc	Custodial Supplies	81.54
Cheryl Riley	Flex	99.42
River Valley Telecom Coop	Telephone	309.84
Royal Telephone Co	Telephone	31.75
Sherwin Williams	Buildings	47.01
Solutions	Hardware	4697.64
Spencer Area Jobs Trust	Local Housing Trust	2500.00
Spencer Auto Parts	Parts	3505.26
Spencer Family Care	Medical & Health Services	135.00
Spencer Fire & Rescue	Education	3383.00
Spencer Hospital	Medical & Health Services	4867.75
SMU	Utilities	11553.53
Spencer Office Supplies	Office Supplies	549.45
Staples	Office Supplies	62.88
Storey Kenworthy	Election Supplies	689.50
Kate Stouffer	Education	82.50
Spencer Taylor	Travel Expenses	145.60
Terril Telephone Coop	Telephone	9.52
US Cellular	Telephone	1104.12
Randy Van Kley	Flex	103.99
VISA	Office Supplies	1958.78
Warner Funeral Home	Burial Services	1800.00
Warren Meier Electric	Buildings	1666.10
Sheila Weeks	Flex	221.00
Jeffrey Wiemann	Flex	20.00
Windstream	Telephone	41.69
James Worm	Employee Travel Expenses	141.30
Grand Total		1075530.29

Motion by Swanson, seconded by Skelton to approve drainage expenditure from Joint Drainage District #22 Open, dated March 22, 2018 totaling \$123.66 for Repairs to Common Outlet publication payable to Spencer Daily Reporter, PO Box 197, Spencer, Iowa 51301. County Auditor is instructed to send the billing to Dickinson County for payment after approval. Supervisor Matthews abstained. Motion carried.

Motion by Matthews, seconded by Skow to approve drainage expenditure from Joint Drainage District #61 CDE, dated May 2, 2018 totaling \$6,100.00 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.

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Motion by Skelton, seconded by Swanson to authorize Kristi Kuester, the County Attorney to sign a three year contract with Lexis Nexis for an online subscription for Core Public Records with Smartlinx Person, Business and Location Reports; All Jury Instructions; News; All LexisNexis Forms; City Attorney Premium Library; Federal Trial and Evidence Analytical; Medical Malpractice Analytical and Tax Legislation and Analysis Analytical for a monthly fee. The monthly fees will be: \$889.96 from July 1, 2018 through June 30, 2019; \$899.52 from July 1, 2019 through June 30, 2020; and \$899.52 from July 1, 2020 through June 30, 2021. Motion carried.

Motion by Matthews, seconded by Skow to sign the Clay County Law Enforcement agreements for City of Royal. This agreement is made and entered into by the parties pursuant to the Provisions of Chapter 28E Code of Iowa and shall be perpetual unless terminated by written notice to the other party before February 15 of the current year and termination shall be effective the following June 30. Motion carried.

Motion by Swanson, seconded by Skelton to accept and authorize the Chairperson to sign the Employee Payroll Request from the County Sheriff's department for John Michael Davenport for full time status at an hourly rate of \$28.92 per hour effective July 2, 2018. Davenport will be eligible for his first raise on July 1, 2019 per approval of the Board with recommendation of the county sheriff. John will also start with two weeks' vacation. Motion carried.

It was moved by Matthews, seconded by Skelton, to adopt the following resolution:

RESOLUTION NO. #2018-12

Appoint County Deputy for Sheriff

BE IT RESOLVED, that John Michael Davenport be appointed deputy for the County Sheriff effective May 8, 2018.

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 8th day of May, 2018 and the vote thereon being as follows:

Ayes: Anderson, Matthews, Skow, Skelton and Swanson. Nays: None. Abstentions: None.
/s/ Barry Anderson, Chairperson, Clay County Board of Supervisors
/s/Marjorie A. Pitts, County Auditor

Motion by Swanson, seconded by Skow to accept and authorize the Chairperson to sign the Employee Payroll Request from the County Sheriff's department for Lindsey Gethmann for part time status at an hourly rate of \$25.00 per hour effective May 8, 2018. Lindsey will be working as a Reserve Officer with less than thirty hours per week and on call for jail transports as needed. Motion carried.

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

Resolution #2018-13

Resolution to approve the appointment of specific individuals to the Clay County Sheriff Reserve Officer Force

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Whereas, the Clay County Board of Supervisors have passed and amended Resolution #2001-15 establishing the Reserve Peace Officer Force for Clay County; and

Therefore, to be consistent with the requirements of Resolution #2001-15 and Chapter 80 D of the Iowa Code, the Clay County Board of Supervisors do approve the appointment of the following individual as Clay County Sheriff Reserve Officer:

Lindsey Gethmann

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 8th day of May, 2018 and the vote thereon being as follows:

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

/s/Barry Anderson, Chairperson, Clay County Board of Supervisors

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

Sheriff Raveling gave the Board a departmental update regarding out of state prisoner transports and Deputy Long SWAT School training.

Motion by Matthews, seconded by Skow to appoint Supervisor Randy Swanson to serve on the NWIA Regional Housing Commission for a term beginning June 14, 2018 for three (3) years expiring June 30, 2021. Motion carried.

The Board met with Eli Franker and Emergency Management Director Eric Tigges regarding a recent fire that destroyed 30 acres of corn stalks on the Franker property. The origin of the fire was from an adjacent 10 acre tract of land owned by Spencer Livestock Sales that is not in the city limits of Spencer. Spencer and Fostoria fire departments responded to the field fire. EMA Director Tigges explained the burn ban process that is enacted by the County Fire Chief Association.

9:15 a.m. William Rabenberg – County Engineer

Motion by Skelton, seconded by Matthews to approve the hiring of Brandon Steuben for Clay County Secondary Roads General Maintenance Worker for the Spencer location and authorize the Chairperson to sign the Employee Payroll Request form at permanent full-time employment status effective May 21, 2018 for the hourly rate of \$21.38. Motion carried.

Motion by Swanson, seconded by Skow to review quotes and approve purchase of a 2017 John Deere 6130M tractor with new 72” side and 60” rear Diamond Mowers from Diamond Mower of Sioux Falls, South Dakota for \$114,336.00. Motion carried.

Motion by Matthews, seconded by Skelton to review quotes and approve purchase of a 2013 Ashland Scraper I-155 XL2 from Custom Made Products out of Humboldt, Iowa for \$57,000.00. Motion carried.

Motion by Swanson, seconded by Skelton to review quotes and approve purchase of a 2018 T870 Bobcat skid steer loader from Jaycox Implement out of Lake Park, Iowa/Clark Equipment Company dba, Bobcat Company out of Fargo, North Dakota for \$43,623.92 with a trade in of a 2015 Case IH Farmall 95C Tractor. Motion carried.

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Motion by Matthews, seconded by Skow to review quotes and approve purchase of replacement tracks for skid steer from Jaycox Implement out of Lake Park, Iowa for \$1,120.00 with a trade in of two Disc Mowers (2015 JD R200 & Case IH MD82). Motion carried.

Engineer Rabenberg discussed the condition of the Bridge FB1-2 on 210th Ave (Dump Road Bridge) which is posted for 8000 lbs total vehicle plus trailer weight allowed on the bridge at one time. Options were discussed to limit access to the bridge by specific vehicles. Rabenberg also made the Board aware of the drainage assessment payment obligations for the County.

County Treasurer Sandra Geidl gave the Board a departmental update regarding delinquent real estate tax notices recently sent out to property owners and the process surrounding the tax sale that will be held on-line on June 18, 2018. There is taxes currently outstanding of \$431,234.38 related to the total taxes to collect of \$29,301,075.00 or 1.5%. Property owners have until May 30, 2018 to pay the delinquency to avoid publication in the area newspaper. Geidl also informed the Board of the IA Code requirement for travel trailers stationary in a mobile home park for more than ninety (90) days are to be taxed as a mobile home.

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

Motion by Skelton, seconded by Swanson to accept and authorize the Chairperson to sign the proposal of \$1,894.32 from Midwest Fence & Gate Company, 3465 Maple Drive, Fort Dodge, Iowa for installation of a wireless safety edge system on the existing gate at the Sheriff's office. Installation will be of the required bump strips and transmitters and receiver. Motion carried.

Motion by Matthews, seconded by Skow to approve the updates to the Clay County Voting System Security Policy effective for all elections held in Clay County upon acceptance. Motion carried.

Motion by Matthews, seconded by Swanson to approve the proposal of \$2175 from Midwestern Mechanical, 3905 4th Avenue West, Spencer, Iowa for labor and materials to install a 6" PVC Sleeve from Courthouse to the new maintenance shed. Motion carried.

Motion by Skow, seconded by Matthews to authorize the Chairperson to sign the Actuarial Services Agreement between Silverstone Group, Incorporated, 11516 Miracle Hills Drive, Suite 100, Omaha, Nebraska 68154 and Clay County, Iowa for a term ending December 31, 2020. This report will summarize the liabilities, annual required contribution ("ARC") and annual OPEB cost for the Other Postemployment Benefits Plans ("BPEB Plans") maintained by Clay County as determined under GASB Statement No. 75. Motion carried.

Motion by Skelton, seconded by Matthews to approve Certificate of Adjustment #2287 on receipt #78 for Jacobsen Homes Corporation on a Mobile Home Vin #7000P located at Lot 7 Sioux River Estate, Clay County, IA for fiscal year 2016/2017 and payable 2017/2018. Adjustment made necessary due to mobile home being junked in December of 2017. Total to abate is \$79.00. Motion carried.

Motion by Swanson, seconded by Matthews to approve Certificate of Adjustment #2288 on receipt #72 for Jacobsen Homes Corporation on a Mobile Home Vin #N02596K located at Lot 7 Sioux River

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Estate, Clay County, IA for fiscal year 2016/2017 and payable 2017/2018. Adjustment made necessary due to mobile home being junked in December of 2017. Total to abate is \$80.00. Motion carried.

Motion by Skelton, 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, 2018 and expires May 9, 2019. Motion carried.

County Auditor Marjorie Pitts gave the Board a departmental update regarding the approaching Primary Election and training requirements for staff and precinct officials.

Disability Services Coordinator Kim Wilson presented the Board with the Northwest Iowa Care Connection (NWIACC) FY19 Annual Service and Budget Plan Executive Summary outlining crisis planning, financial forecasting measures, and regional strategic plan priorities.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Skow reported on the County Safety and Department Head meeting. Supervisor Matthews updated the Board on the planning for the State Supervisors meeting in June, the ISAC Board meeting, and the Season's Board and RIDES Board meetings. Supervisors Swanson and Skelton reported on the Emergency Medical Services meeting. Supervisor Anderson reported on the Compass Pointe Board meeting.

The Chairperson adjourned the meeting at 12:07 p.m. to convene at the next Auditor's called meeting May 22, 2018 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Barry Anderson, Chairperson