

Clay County Board of Supervisors Minutes from Meeting 16 held on May 22, 2018

The Clay County Board of Supervisors met pursuant to adjournment May 22, 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.

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 Swanson, seconded by Skow that the Board meeting agenda for May 22, 2018 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Matthews, seconded by Skelton that the minutes of the Board Meeting #15 held May 22, 2018 are hereby approved as grammatically corrected and submitted. Motion carried.

Motion by Skelton, seconded by Swanson 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 22, 2018. Ayes: Anderson, Matthews, Skelton, Skow, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Publication List by Vendor

A & M Laundry	Parts	176.68
A-1 Portables	Sanitation & Disposal	121.00
Advanced Network Professionals	Data Processing Serv.	100.00
Advanced Systems	Copier Contract	213.15
Advanced Systems	Copier Contract	339.01
Airgas USA LLC	Grounds Maintenance	48.21
Alliant Energy	Utilities	532.91
American Bottling Company	Concessions	302.40
Arctic Ice Company	Concessions	63.25
Atlantic Coca-Cola Bottling Co	Concessions	433.70
Black Hills Energy	Utilities	2701.11
Bound Tree Medical	Safety Supplies	62.71
Bud's Service	Fuels	14.70
Tim Campbell	Rent Payments	150.00
Canon Fin Services	Copier Contract	163.71
Bill Caskey	Rent Payments	520.00
Central Iowa Distributing	Custodial Supplies	362.00
CenturyLink	Telephone	75.43
Cintas Corp	Safety & Supplies	31.35
City of Everly	Utilities	359.14
City of Spencer	Disposal	2070.53
Clay County Treasurer	Land Improvements	51411.77
Coffman's Locksmith	Maintainance	65.00
Cooperative Energy Company	Parts	30457.54
Crittenton Center	Detention	1399.50
Crystal Glass	Buildings	275.00
Crysteel Truck Equipment	Parts	1144.88

Clay County Board of Supervisors

May 22, 2018

Daily Reporter	Publication	961.34
Dave's Sand & Gravel	Gravel	1468.60
Debra M Mc Keever	Depositions	42.00
DeLoss Contruction	Buildings	99925.00
Diamond Mowers	Parts	2104.32
DMACC Business Resources	Education	125.00
Emmet County Sheriff	Sheriff Fees	35.00
Exhaust Pros	Tires	594.06
Farmers Trust & Svgs Bank	Deposit Box	28.00
FASTENAL	Hardware	142.47
Galen's Pro-Mow	Parts	3.60
Gateway Hotel & Conference Ctr	Employee Travel Expenses	500.64
Graham Tire Co	Tires & Tubes	76.25
H & S Roofing Co	Buildings	775.00
Maurice Hansen	Safety Supplies	80.00
Hargens Court Reporting	Depositions	59.55
Hartley Sentinal	Board Proceedings	455.53
Lynn Henderson	Rent Payments	275.00
Hy-Vee	Recreational Supplies	1.99
IA Dept of Public Health	Office Supplies	71.23
IA Lakes Electric Coop	Utilities	624.68
IA Lakes Regional Water	Utilities	585.87
IACCVSO	Dues & Memberships	50.00
ICIT	Dues & Memberships	50.00
IDS - Info Dog Security	Disposal	61.00
IA Dept of Trans	Wood & Lumber Prod.	2447.48
Janitors Closet	Custodial Supplies	996.07
Jaycox Implement	Parts	39.75
Jennifer Jensen	Custodial	570.00
Kirkham Michael	Engineering Services	793.00
Lawyers Chautauqua	Education	100.00
Lube-Tech & Partners	Lubricants	2362.65
M & J Sales	Recreational Supplies	800.00
Mar-Lin Business Supply	Office Supplies	25.24
MaxYield Cooperative	Fuels	638.85
McDonald Supply	Buildings	375.58
Menards	Buildings	824.20
Michael Todd & Co	Traffic & St Sign	193.39
MSC Industrial Supply Co	Tools	154.59
Nodaway County Sheriff	Sheriff Fees	30.00
Northwest Glass Co	Buildings	67.00
Northwest Printing Co	Office Supplies	125.55
NW IA Planning & Devlpmnt	Services	110.00
Plumbing & Heating Wholesale	Buildings	255.55
Presto X Company	Buildings	173.00
Proforma	Office Supplies	80.38
Quill	Office Supplies	139.95
Rage Inc	Custodial Supplies	131.95
Rainbow Bait	Bait	60.00
Sac County Sheriff	Sheriff Fees	43.22
Safelite AutoGlass	Glass	150.00
Schoeneman's Bros Co	Construction	924.58
SEAT Treasurer	Dues & Memberships	150.00
Secretary of State	Election Supplies	18.70
Darla B Sheasley	Employee Travel Expenses	126.00

Clay County Board of Supervisors

May 22, 2018

Sherwin Williams	Recreational Supplies	5.38
Snap On Tools Corp	Tools	24.50
Solutions	Data Processing Serv.	146.98
Speed Printers	Plat Books	355.75
Spencer Area Jobs Trust	Quality Housing	5000.00
Spencer Auto Parts	Parts	120.41
Spencer Hospital	Public Health	16916.67
SMU	Utilities	1455.21
Spencer Office Supplies	Office Supplies	2467.91
Ann Spooner	Employee Travel Expenses	39.20
SS Collision & Cycle Works	Signs	77.25
Sta-Mel Enterprises	Cover Aggregate/Sand	9060.80
Star Energy	Fuels	257.23
Sterling Solutions	Maint Agreement	500.00
Storey Kenworthy	Office Supplies	120.25
Amy Strohman	Office Supplies	16.99
Kristin Teel	Transcripts	102.50
Mark Thompson	Employee Travel Expenses	48.66
Thomson Reuters	Subscriptions	261.60
Titan Machinery	Parts	196.00
Kristine Toay	Employee Travel Expenses	120.05
Town & Country	Sanitation & Disposal	211.76
Unity Point Clinic Occupational	Medical & Health Services	84.00
U S Postmaster	Postage & Mailing	54.20
Verizon	Telephone	580.21
Walmart	Recreational Supplies	301.18
Danika Welsch	Education	60.00
Wetherell Sand & Gravel	Engineering Services	875.00
Jeffrey Wiemann	Employee Travel Expenses	42.08
Woodman Controls Company	Buildings	6420.00
Woodward Youth Corporation	Detention	2799.00
Ziegler	Parts	5726.54
Grand Total		270044.80

Motion by Matthews, seconded by Swanson to approve drainage expenditures from Joint Drainage District #61 CDE, dated May 2018 for re-seeding of CRP ground payable to Giese Family Farms, 13719 Sunset Drive, Spirit Lake, IA 51360 for \$320.60 and Eick Farms, 108 West Main Street, Terril, IA 51364 for \$480.90. County Auditor is instructed to send the billing to Dickinson County for payment after approval. Motion carried.

Motion by Skelton, seconded by Matthews 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 May 22, 2018. County Auditor is directed to issue stamped warrants from drainage districts which currently have insufficient funds. Detail on file with the County Auditor's Office. Ayes: Anderson, Matthews, Skow, and Swanson. Nays: None. Abstentions: None.

Resolution adopted. Claims dated May 22, 2018:

Bolton & Menk, Inc., 1960 Premier Drive, Mankato, Min 56001

Final Plan/ Specs/Bids thru Contract	D.D. #80	\$ 1,434.50 Stamped
Survey, Study, Report-Public hearing	D.D. #37	\$ 2,271.50 Stamped
Annex/Reclass Services	D.D. #26	\$ 2,072.50 Stamped
Annex/Reclass Services	D.D. # 113	\$ 2,318.00 Stamped
Annex/Reclass Services	D.D. #108	\$ <u>2,736.00</u> Stamped

Clay County Board of Supervisors

May 22, 2018

Total **\$10,832.50**

Motion by Skow, seconded by Matthews to adopt the following resolution:

RESOLUTION #2018-14

Certificate of Appointment of Representative of the Housing Authority of Clay County, Iowa

WHEREAS, The Board of Supervisors of Clay County, Iowa held a duly authorized regular meeting on the 22nd day of May 2018; and

WHEREAS, at said meeting it was duly noted at said meeting that a resolution “Declaring the Need for a Housing Authority in Clay County, Iowa” had been previously passed and adopted;

AND WHEREAS, a resolution has been passed and adopted entitled “Resolution Approving and Authorizing the Execution of a Certain Joint Exercise of Powers Agreement for the purpose of Creating a Multi-County Housing Authority”.

NOW, THEREFORE, Pursuant to the provisions of Chapter 28E, Code of Iowa, and by virtue of our office as Board of Supervisors, we hereby appoint the one (1) person hereinafter named to serve as Representative of the Northwest Iowa Regional Housing Authority, representing Clay County, Iowa and to serve for the number of years appearing after his/her name respectively, from the 1st day of July, 2018 to the 30th day of June, 2021.

Name of Representative	# of Years
Norma Haack	Three (3)

IN WITNESS WHEREOF, I have hereunto signed my name as Chairperson of Clay County, Iowa Board of Supervisors and caused the official corporate seal of Clay County, Iowa to be attached hereto this 22nd day of May 2018.

The vote thereon being as follows:

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

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

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

8:40 a.m. Assistant County Attorney Barry Sackett gave the Board a departmental update from the civil division of the County Attorney’s office.

8:50 a.m. Clay County Medical Examiner Dr. Robison met with the Board to inform them that the cost of State autopsies will be increasing to \$1900.00. Robison explained that there are only four (4) State Medical Examiners for the entire state and Iowa law limits each examiner to a certain number of autopsies causing a back log.

9:30 a.m. Collette Rossiter presented the Board with a Clay County Public Health update on local activities surrounding the monitoring the health status of Clay County residents through diagnosis and investigations on reportable disease follow ups. Rossiter explained the educational

Clay County Board of Supervisors

May 22, 2018

opportunities used within the media, the Clay County Fair, Family Fest, and Spencer Schools. Public Health serves as a link for people to needed services of home visits, Homemaker programs and expanded maternal child health and dental screenings.

10:00 a.m. Tammy McKeever-EMS Week Proclamation

Motion by Skelton, seconded by Matthews to authorize the Chairperson to sign the proclamation that designates the week of May 20-26, 2018 as the Emergency Medical Services week to recognize the value and accomplishments of emergency medical services providers within Clay County. Motion carried.

Marjorie A. Pitts – County Auditor

Motion by Matthews, seconded by Skelton to accept and authorize the Chairperson to sign the Employee Payroll Request from Secondary Roads Department for Jesse Timmer for full time permanent employment at \$21.38 per hour, starting May 11, 2018, as the new hire for union road crew position-Spencer. Motion carried.

Motion by Swanson, seconded by Skow to accept and authorize the Chairperson to sign the Employee Payroll Requests from the Conservation Department for: Norb Manwarren for Temporary/Seasonal status at \$10.75 per hour, starting May 7, 2018; Chandler Halverson for Temporary/Seasonal status at \$10.25 per hour, starting May 14, 2018; Logan Heissel for Temporary/Seasonal status at \$10.25 per hour, starting May14, 2018; Erin Lenz for Temporary/Seasonal status for \$10.25 per hour, starting May 14, 2018; Cal Noah for Temporary/Seasonal status for \$10.50 per hour, starting May 14, 2018; Becky Conley for Temporary/Seasonal status for \$10.50 per hour, starting May 25, 2018; Julie Hansen for Temporary/Seasonal status for \$9.50 per hour, starting May 25, 018; Karen Bauermeister for Temporary/Seasonal status for \$9.50 per hour, starting May 25, 2018; Ryan Nemmers for Temporary/Seasonal status for \$9.50 per hour, starting May 25, 2018; Teresa Martindale for Temporary/Seasonal status for \$9.50 per hour, starting May 25, 2018; and Robyn Johnson for Temporary/Seasonal status for \$9.25 per hour, starting May 25, 2018. Motion carried.

Motion by Matthews, seconded by Skow to approve Certificate of Adjustment #2289 on receipt #2017-2018-60-MH Tax for Jared Charles Stanzel on a Mobile Home Vin #3378W for fiscal year 2016/2017 and payable 2017/2018. Adjustment made necessary due to mobile home being moved out of the county on April 24, 2017. Total to abate is \$165.00. Motion carried.

Motion by Skow, seconded by Skelton to approve Certificate of Adjustment #2290 on receipt #2017-2018-132-MH Tax for Rowena Elizabeth Thompson on a Mobile Home Vin #M604265 for fiscal year 2016/2017 and payable 2017/2018. Adjustment made necessary due to mobile home being moved out of the county on September 2, 2017. Total to abate is \$78.00. Motion carried.

Motion by Swanson, seconded by Skelton to authorize County Auditor Marjorie Pitts to sign the Facility Usage Agreement between the Clay County Regional Events Center and the Clay County Auditor's Office for use and to occupy the facility on June 5, 2018 for the sole purpose of the Clay County Primary Election. There will be no charge for the use of the facility. Motion carried.

Motion by Matthews, seconded by Swanson to approve Transfer #375 of \$2,500.00 & Transfer #376 of \$5000.00 from LOSST-Any Lawful Use fund to the Quality Housing Initiative fund for loan

#80 for Frank Zeck, #81 for Bruce & Donna Anderson and #82 for Sidney & Amy Fitch. Motion carried.

Motion by Skelton, seconded by Matthews to reaffirm the Clay County mileage reimbursement policy at \$.35 per mile. Motion carried.

11:15 a.m. William Rabenberg – County Engineer

Motion by Skow, seconded by Swanson to approve the termination of the lease agreement with Gerald Schorg, for pasture ground located in Sec. 5 Summit Twp. Motion carried.

Motion by Matthews, seconded by Skow to approve lease agreement with Dan Olson, for pasture ground located in Sec. 5 Summit Twp. Motion carried.

Engineer Rabenberg gave the Board a departmental update regarding the City of Dickens stop signage and the Dump Road embargo sign verbiage.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Swanson reported on the Jobs Trust meeting and the Clay County Visitors Board meeting. Supervisor Skelton updated that the LEPC meeting was postponed and the UDMO meeting is next week. Supervisor Skow reported on the NWIAPDC Board meeting and the 3rd Judicial Committee meeting. Supervisor Matthews updated on the Airport Board meeting, the Seasons Board meeting, and the Conservation Board meeting. Supervisor Anderson reported that the YES Center Board meeting was postponed and the NWIACC and Iowa Workforce Developments meetings are next week.

Auditor Pitts gave the Board a departmental update regarding a recent ADA compliance survey conducted at the Governmental Services Center Building, the computer cabling project between the County Sheriff and County Attorney buildings, and the completion of the Courthouse parking lot.

The Chairperson recessed the regular board meeting at 11:37 a.m. for lunch. Motion carried.

1:00 p.m. The Chairperson reconvened the Board meeting in the Emergency Operation Center Room to meet with Jeff Heil, Senior Vice-President of Public Finance of Northland Securities

The Chairperson adjourned the meeting at 2:30 p.m. to convene at the next Auditor's called meeting June 6, 2018 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Barry Anderson, Chairperson