

# Clay County Board of Supervisors Minutes from Meeting 20 held on June 29, 2018

The Clay County Board of Supervisors met pursuant to adjournment June 29, 2018 at 8:30 a.m. in the boardroom with Vice Chairperson Swanson presiding and with the following other members present: Supervisors Matthews, Skelton and Auditor Marjorie Pitts as clerk for the meeting. Vice Chairperson Swanson 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: Matthews, Skelton, and Swanson. Nays: None. Abstentions: None.

Motion by Matthews, seconded by Skelton that the Board meeting agenda for June 29, 2018 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Skelton, seconded by Matthews that the minutes of the Board Meeting #19 held June 19, 2018 are hereby approved as submitted with attendance corrected. Motion carried.

Motion by Matthews, 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 June 29, 2018. Ayes: Matthews, Skelton, and Swanson. Nays: None. Abstentions: None. Resolution adopted.

## Publication List by Vendor

Advanced Drainage Systems	Buildings	504.07
Advanced Systems	Copier Contract	394.54
Advanced Systems	Copier Contract	365.85
Alpha Wireless Comm	Fixed Plant Equip	14622.89
Barry Anderson	Employee Travel Expenses	87.50
Axon Enterprise	Radio & Related Equip.	2062.00
BD Construction Services	Buildings	811.85
Bomgaars	Buildings	29.99
Bound Tree Medical	Safety Supplies	319.42
Kristi Busse	Employee Travel Expenses	458.30
Christina M Carter	Flex	200.00
CenturyLink	Telephone	461.23
City of Spencer	Comm Center	29409.63
Clay Co E M S Assn	Allocation	16050.00
Clay Co Flex Plan/Medical Exp	Allocation	6368.55
Clay County General Fund	Buildings	322.11
Clay Co Sec Road Fund	Roads	61745.49
Compass Pointe	Allocation	4126.75
Christian Copper	Flex	223.03
Crescent Electric Supply	Buildings	141.79
Daily Reporter	Publication	952.00
DASH Medical Gloves	Supplies	191.70
Michael Determan	Flex	99.63
Raymond Essick	Flex	478.59
Foundation Analytical Lab	Testing	190.60
Galls an Aramark Company	Uniforms	124.98
GRACESOFT	Data Processing Serv.	297.00
Greer Law Office	Legal Fees	75.00
H & N Chevrolet Buick	Tires & Tubes	1498.80
Hargens Court Reporting	Depositions	152.20

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Hy-Vee	Inmate Meals	6426.36
IA County Atty's Assn	Registration	325.00
IA Lakes Electric Coop	Utilities	2183.00
IA Law Enforcement Academy	Registration	1100.00
IA Prison Industries	Hardware	2198.00
ISAC	Registration	210.00
ISCTA	Membership	250.00
Jennifer Jensen	Custodial	545.00
Travis Johnson	Employee Travel Expenses	369.60
Justice Fire & Safety	Buildings	625.00
Karl Emergency Vehicles	Parts	2562.72
Robert Kluender	Flex	177.24
Sheryl Lee	Employee Travel Expenses	7.28
Joshua Long	Flex	31.10
L-3 Com Mobile Vision	Parts	396.50
Mail Services LLC	Mailing	620.88
Mar-Lin Business Supply	Office Supplies	204.10
Burlin Matthews	Flex	1773.26
Menards	Buildings	495.94
Middle Child	Uniforms	281.00
Kathryn Murphy	Employee Travel Expenses	31.58
Neofunds	Postage & Mailing	2590.34
Northwest Iowa Sprinkler	Buildings	731.01
NW IA Planning & Devlpmnt Comm	Fees	110.00
O'Brien County Sheriff	Sheriff Fees	31.00
Marjorie Pitts	Employee Travel Expenses	226.38
Presto X Company	Buildings	135.00
Rage Inc	Custodial Supplies	81.86
Rent-All	Buildings	171.20
Sackett Law Firm	Flex	1000.00
Sanford Health	Testing	262.12
Joseph Schueller	Flex	300.00
Lisa Seaman	Custodial	205.00
Secretary of State	Office Supplies	30.00
Austin Selk	Flex	300.00
Setpoint Mechanical Services	Buildings	1146.00
Joe Skow	Flex	54.79
Solutions	Data Processing	20717.48
Spencer Fire & Rescue	Education	1669.00
Spencer Hospital	Medical & Health Services	104.20
SMU	Utilities	1364.36
Spencer Office Supplies	Office Supplies	326.77
Spencer Trophy & Awards	Supplies	34.95
Randy Swanson	Flex	20.00
Eric Tigges	Flex	62.00
Casey Timmer	Flex	300.00
Tri-Electronics	Other	1500.00
US Cellular	Cell Phone	662.02
U S Postmaster	Postage & Mailing	50.00
Megan L Van Schepen	Flex	73.80
VISA	Fuels	846.90
Warner Funeral Home	Medical & Health Services	960.00
Danika Welsch	Employee Travel Expenses	142.08
Kimberly Wilson	Flex	209.26
Woodman Controls Company	Buildings	5700.00
Woodward Youth Corporation	Detention	5644.65
James Worm	Employee Travel Expenses	734.51
Grand Total		212075.73

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Motion by Skelton, seconded by Matthews to approve and authorize the Chairperson to sign an exception to policy for the burial assistance of a deceased Clay County resident. Motion carried.

The Board met with GIS Coordinator James Worm to discuss the results of a survey taken by Worm when asking counties what they charge for real estate parcel data requested by individuals or companies. Twenty counties responded stating and hourly rate plus a price per parcel or an hourly rate and not cost per parcel or just a price per parcel. The Board felt it to be good information to determine when or if a change in policy is necessary.

Motion by Matthews, seconded by Skelton to approve the re-appointment of J Douglas Hart, 1207 W 9<sup>th</sup> Street, Spencer, IA to the Clay County Veterans Affairs Commission for a three year term ending June 30, 2021. Motion carried.

Motion by Skelton, seconded by Matthews to move spending power in the amount of \$23,000 from the account 13001-06320-481-99 to the General Basic account 01000-06110-420-22-999. This transaction is necessary to cover expenditures by the Conservation Department. The amendment will result in a net zero effect on Service Area 6. Motion carried.

Motion by Matthews, seconded by Skelton to move spending power in the amount of \$4,000 from the account of 01000-03110-390-25 and \$4,000 from 01000-03310-425-06-94 to 01000-03300-313-60-252 within the General Basic fund. These transactions are necessary to cover expenditures in the Social Services and Mental Health Departments. The amendment will result in a net zero effect on Service Area 3. Motion carried.

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

**RESOLUTION #2018-15**

WHEREAS, it is desired to make appropriations for each of the different county officers and departments for the fiscal year beginning July 1, 2018 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, 2018.

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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 2018-2019 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, 2019.

Board of Supervisors	\$ 275,720.
Auditor	\$ 294,151.
Treasurer	\$ 363,258.
County Attorney	\$ 526,648.
Sheriff	\$2,531,774.
Clerk of Court	\$ 66,650.
Recorder	\$ 234,019.
Assessor	\$ 448,540.
Zoning / Sanitarian / Safety	\$ 167,950.
Human Services	\$ 39,100.
Secondary Roads	\$6,660,976.
Veterans Affairs	\$ 90,604.
Conservation Board	\$ 818,655.
Board of Health	\$ 295,000.
Weed Commission	\$ 3,544.
Social Services	\$ 59,900.
Medical Examiner	\$ 25,400.
Data Processing / I.T.	\$ 298,623.
G.I.S.	\$ 101,956.
Buildings & Grounds	\$ 637,920.
Mental Health	\$ 209,011.
Emergency Management	\$ 137,370.
Emergency Medical Services	\$ 30,000.
Joint E911 Service Board	\$ 269,300.
Non Departmental	\$1,983,848.
TOTAL EXPENDITURE APPROPRIATIONS for type 1&3 Funds	\$18,524,519.
TOTAL TRANSFERS	<u>\$ 2,221,902.</u>
TOTAL APPORPRIATIONS	\$16,302,617.

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 29th day of June, 2018 and the vote thereon being as follows

Ayes: Supervisors Matthews, Skelton, and Swanson. Nays: None. Abstentions: None.

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/s/ Randy Swanson, Vice-Chairperson, Clay County Board of Supervisors  
ATTEST: /s/Marjorie A. Pitts, County Auditor

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

**RESOLUTION #2018-16**

**A RESOLUTION OF THE COUNTY BOARD OF SUPERVISORS OF CLAY COUNTY, IOWA,  
APPROVING THE FUNDING FOR ECONOMIC DEVELOPMENT PURPOSES  
FOR FISCAL YEAR 2019**

**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	\$ 201,730
Clay County Convention & Visitors Bureau	\$ 30,000
Volunteer Network of Clay County	\$ 1,000
Quality Housing Initiative	\$ 20,000
IA Great Lakes Trail System	\$ 66,129

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

**NOW, THEREFORE, BE IT RESOLVED** by the County Board of Supervisors of Clay County, Iowa; that the County will fund an amount totaling \$379,359 for the 2019 fiscal year.

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 29th day of June, 2018 and the vote thereon being as follows:

Ayes: Supervisors Matthews, Skelton, and Swanson. Nays: None. Abstentions: None.

/s/Randy Swanson, Vice-Chairperson of Clay County Board of Supervisors  
ATTEST: /s/Marjorie A. Pitts, County Auditor

Motion by Skelton, seconded by Matthews to accept the letter from Northwest Iowa Planning & Development Council to extend the current lease for office space located at 217 West 5<sup>th</sup> Street to run twelve (12) consecutive months starting July 1, 2018 with detail on file at the auditor’s office. Motion carried.

Motion by Skelton, seconded by Matthews to set and authorize the Chairperson to sign the county’s payroll wage schedules as submitted for departmental wages and salaries for fiscal year 2019, and placed on file with the County Auditor as approved. Motion carried.

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Motion by Matthews, seconded by Skelton to approve Transfer #380 of \$2,000.00 from General Supplemental to the Capital Improvements fund for the fund year 2018 allocation. Motion carried.

Motion by Skelton, seconded by Matthews to approve Transfer #381 of \$42,000.00 from LOSST-Any Lawful Use fund to the Capital Improvements fund for the fund year 2018 allocation. Motion carried.

Motion by Matthews, seconded by Skelton to approve Transfer #382 of 1,000.00 from LOSST-Any Lawful Use fund to the Capital Improvements fund for the fund year 2018 allocation for Juvenile Drug Court. Motion carried.

Motion by Skelton, seconded by Matthews to activate the VPN connectivity access of Halvorson Trane, 2220 NW 108<sup>th</sup> St., Clive IA 50325 to the Clay County Sheriff's Office & Jail facility relating to the HVAC Automation System manufactured and serviced by Halvorson Trane. Access activated upon approval. Motion carried.

Auditor Pitts spoke with the Board regarding election polling locations in the county. With the approaching November General Election it is necessary to evaluate each location for access standards as well as the level of security for the election equipment that can be attained. Pitts will keep the Board informed as the evaluations progress.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Swanson had no report. Supervisor Matthews reported on the Season's Board meeting, the RIDES Board meeting, the ISAC Board meeting and that he had spoke at a Day Breaker Kiwanis Service Club meeting. Supervisor Skelton reported on the Upper Des Moines Opportunity meeting and will be attending an Emergency Medical Services Appreciation picnic soon.

The Chairperson adjourned the meeting at 9:35 a.m. to convene at the next Auditor's called meeting July 3, 2018 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Randy Swanson, Vice-Chairperson