

# Clay County Board of Supervisors Minutes from Meeting 29 held on October 22, 2018

The Clay County Board of Supervisors met pursuant to adjournment October 22, 2018 at 8:30 a.m. in the boardroom with Vice Chairperson Swanson presiding and with the following other members present: Supervisors Matthews, Skelton, Skow, Swanson, Assistant County Attorney Barry Sackett, 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, Skow and Swanson. Nays: None. Abstentions: None.

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

Motion by Skow, seconded by Skelton that the minutes of the Board Meeting #28 held October 9, 2018 are hereby approved as submitted. Motion carried.

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

## Publication List by Vendor

A-1 Portables	Other	30.00
Doug Abel	Safety Supplies	50.00
Advanced Systems	Data Processing Serv.	238.73
Advanced Systems	Miscellaneous	100.19
Airgas USA LLC	Grounds Maintenance	30.40
Alliant Energy	Electric Light & Power	81.78
ASP Promotions	Uniforms	107.50
Barco Municipal Products	Traffic & St Sign	7007.53
Caleb Batschelet	Safety Supplies	50.00
Black Hills Energy	Natural & Lp Gas	1571.09
Blackhawk Sprinklers	Buildings	1409.68
Bobcat Company	Construction	43623.92
Bound Tree Medical	Safety Supplies	195.52
Bud's Service	Fuels	11.70
Buena Vista Co Sheriff	Sheriff Fees	103.40
Kristi Busse	Flex	903.96
C & B Operations	Parts	175.14
Cannon Moss Brygger & Arch	Engineering Services	516.46
Canon Fin Services	Copier Contract	163.71
Leah Cauthron	Flex	126.00
Center Cleaners	Uniform Cleaning	5.60
CenturyLink	Telephone	77.40
Heidi Chapman	Employee Travel Expenses	179.30
Cintas Corporation	Uniform	167.34
Ciox Health	Document Request	36.63
City Directory	Office Supplies	904.00
City of Dickens	Allocation	2604.50
City of Everly	Allocation	3385.85

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City of Peterson	Allocation	3646.30
City of Royal	Allocation	3125.40
City of Spencer	Comm Center	39035.91
City of Webb	Allocation	2864.95
Clay Co Fair & Event Center	Allocation	17500.00
Clay Co Sec Road Fund	Fuels	662.62
Clay County Heritage	Allocation	7500.00
Coffman's Locksmith	Parts	40.00
Crescent Electric Supply	Parts	23.07
Crittenton Center	Shelter Care	1399.50
Dave's Sand & Gravel	Construction	175.14
Diamond Mowers	Parts	777.44
Doug Duncan	Fair EMS	220.50
Employee Data Forms	Office Supplies	28.25
Equipment Blades	Parts	2160.00
Exhaust Pros	Parts	36.95
FastLane Motor Parts	Grounds Maintenance	70.40
Fostoria Fire & Rescue	Educational	1669.00
Foundation Analytical Lab	Well Testing	47.65
Galls an Aramark Company	Uniforms	400.40
Aaron Gebhart	Fair EMS	54.00
Matt Goyette	Fair EMS	285.75
Graham Tire Co	Tires & Tubes	318.36
Greer Law Office	Legal Aid	75.00
GRP & Associates	Safety Supplies	96.00
Guardian RFID	Protection/Security Serv.	2855.60
H & N Chevrolet Buick	Parts & Access	1000.00
Tyler Heck	Flex	167.22
Hilton Des Moines	Employee Travel Expenses	1251.20
Hodgin's Manufacturing	Construction & Maint.	30.00
Carissa Huse	Flex	142.31
Hy-Vee	Food & Provisions	6959.80
IA Dept Natural Resources	Data Processing Serv.	125.00
IA Lakes Corridor Devlp Corp	Allocation	10000.00
IA Lakes Electric Coop	Water & Sewer	2641.00
IA Lakes Regional Water	Water & Sewer	628.37
IA Law Enforcement Academy	Education	150.00
IA Workforce Development Attn	Unemployment Compensation	542.59
IAAO	Dues & Memberships	190.00
IA Municipalities Workers Comp	Workmens' Comp. Ins.	996.00
Interstate Battery	Parts	231.90
Iowa Homeland Security	Engineering Services	68958.34
J&T Rentals	Buildings - Rental	1500.00
Janitors Closet	Custodial Supplies	475.76
Jaycox Implement	Construction & Maint.	1549.87
Jeremy Jensen	Employee Travel Expenses	123.90
Laurie Saunders	Fair EMS	200.25
Angela Lawson	Employee Travel Expenses	24.50
Joshua Long	Flex	579.00
Lube-Tech & Partners	Lubricants	539.40
L-3 Com Mobile Vision	Radio & Related Equip.	988.00
Kevin Maassen	Other Premiums	98.31
Mail Services	Mailing	506.35
Mar-Lin Business Supply	Office Supplies	33.46
Burlin Matthews	Flex	583.59

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Tammy McKeever	Flex	104.00
Menards - Spencer	Buildings	57.13
Michael Todd & Co	Wood & Lumber Prod.	1381.50
MSC Industrial Supply Co	Minor Equip & Hand Tools	691.94
Neofunds	Postage & Mailing	2000.00
Robin Patrick	Fair EMS	209.25
Peterson Heritage	Allocation	1000.00
Presto X Company	Buildings	46.00
Proforma	Office Supplies	2051.55
Quill	Office Supplies	139.95
R.S.V.P.	Allocation	566.50
William Rabenberg	Flex	25.00
Radisson Hotel	Employee Travel Expenses	208.32
Christopher Raveling	Fair EMS	547.68
Ricoh USA	Copier Contract	165.04
RIDES	Allocation	7500.00
Glenn Rouse	Flex	83.54
Darrel Santage	Flex	317.38
ServiceMaster by Rice	Buildings	128.50
Setpoint Mechanical Services	Buildings	4582.00
Joe Skow	Flex	275.47
Snap On Tools	Tools	9.60
Solutions	Data Processing	13576.83
Spencer Area Activity Center	Allocation	5750.00
Spencer Fire & Rescue	Education	1779.00
Spencer Hospital	Medical & Health Services	18212.67
SMU	Electric Light & Power	1041.98
Spencer Office Supplies	Office Supplies	671.47
Spencer Red Power	Parts	1106.77
Stacy Crane Rental & Rigging	Supplies	1600.00
Star Energy	Fuels	4798.46
Kate Stouffer	Fair EMS	72.00
Superior Court of California	Depositions	52.50
Robert & Lynn Swan	Crop Damage	381.00
Mark A Thompson	Flex	60.00
Thrifty White Stores	Inmate Medical	139.61
Town & Country Disposal	Sanitation & Disposal Ser	789.20
Treas - State of Iowa	Sales Tax	885.00
Unity Point Clinic	Medical & Health Services	42.00
U S Postmaster	Postage & Mailing	350.00
Verizon	Telephone	547.69
Walmart Community/SYNCB	Recreational Supplies	16.94
Warner Funeral Home	Burial Services	1800.00
Warren Meier Electric	Buildings	100.00
Danika Welsch	Employee Travel Expenses	171.50
Jeffrey Wiemann	Flex	40.00
Woodward Youth Corporation	Detention	1399.50
James Worm	Employee Travel Expenses	1028.98
Grand Total		328645.09

Motion by Matthews, seconded by Skelton to adopt the following resolution: BE IT HEREBY RESOLVED by the Board of Supervisors to approve DRAINAGE expenditures and that the County Auditor is hereby authorized and directed to issue warrants, against the various settlement of such claims as allowed October 22 25, 2018. The County Auditor is directed to issue stamped warrants

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from drainage districts which currently have insufficient funds. Ayes: Supervisors Matthews, Skelton, Skow, and Swanson. Nays: None. Abstentions: None.

Bolton & Menk Inc., 1960 Premier Drive, Mankato, MN

D.D. #80 Survey, Study, Report, Wetland \$ 16,893.50 Stamped

D.D. #37 Survey, Study, Report, Public Hearing \$ 15,200.50 Stamped

D.D. #2 Mitigation Wetland, Permit Monitoring \$ 946.00 Stamped

Hagedorn Excavating, 315 Main Street, Royal, IA

D.D. #80 Est #2 Improvements \$311,211.00 Stamped

Total Drainage Warrants: \$344,251.00

Resolution adopted.

**9:00 a.m. Marc Gustafson – Weed Commissioner – Yearly Report**

Motion by Skelton, seconded by Matthews to accept and authorize the Chairperson to sign the 2018 Weed Commissioner’s Report and 2018 County Weed Commissioners certification form. After signature the County Auditor is to send the signed report to the State Weed Commissioner, 2230 South Ankeny Blvd, Ankeny, IA. Motion carried.

Weed Commissioner Gustafson reviewed the Annual Weed Report with the Board and explained new weed invasion issues and the roadside spraying requirements.

The board met with Matt Hagedorn from Hagedorn Excavating of Royal regarding an update on the Drainage District 80 construction project.

***The chairperson recessed the regular board meeting at 9:15 a.m. to convene as trustees of Drainage District #2.***

The Clay County Board of Supervisors as trustees of Drainage District 2 convened their meeting on October 22, 2018 at 9:15 a.m. Members present: Matthews, Skelton, Skow and Swanson. Guests: County Engineer William Rabenberg, Drainage Technician Aaron Rutter, Bolten & Menk Engineer Don Etler.

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

Engineer Etler led the general discussion regarding the wetland mitigation plan involving nearly 2.7 acres. Conservationist Dan Heissel was planning to do the wetland monitoring but he is no longer with Clay County. Now the Corp of Engineers require the observation of invasive wetland species at a ten percent level for five years be done by an expert in vegetation management. The ten percent threshold is difficult when the area is flooded annually bringing in unknown vegetation. The Corp of Engineers require the vegetation to be killed and then replanted. Supervisor Skelton asked if the ten percent level could be waived for the river bottom lands. Engineer Etler remarked possibly and that he is working with our current Conservation department to kill and replant. The project mitigation started in 2017.

The Chairperson adjourned the Drainage District 2 meeting at 9:30 a.m.  
The regular board meeting was reconvened at 9:30 a.m.

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**10:00 a.m.** The Executive Director Jamey Whitney of Upper Des Moines Opportunity met with the Board to review and discuss the annual summary of activities supported by the financial support of Clay County. The UDMO program activity summary for Clay County has, in the past year, served 4,225 households and 10,608 individuals for services ranging from emergency energy services, food and housing programs, senior and youth enrichment programs, and weatherization at a cost of services over \$500,000.00. The annual budget request for fiscal year 2019 is \$23,100 for UDMO.

Motion by Skow, seconded by Matthews to accept and authorize the Chairperson to sign the Employee Payroll Request from the Sheriff's Department for Lucas Christensen for a change in hourly wage to \$17.00 per hour due to promotion to Sergeant effective November 1, 2018. Motion carried.

Sheriff Chris Raveling gave the Board a departmental update.

**10:30 a.m. Acknowledge Resignation of Joe Skow-County Supervisor effective October 31, 2018**  
Motion by Matthews, seconded by Skelton to acknowledge the resignation of Joe Skow, Clay County Supervisor effective October 31, 2018. The Board thanked Joe for his dedicated service to the citizens of Clay County, Iowa as a Clay County Supervisor since his election in 2008. Motion carried.

**11:15 a.m. William Rabenberg – County Engineer – Dept Update**  
Motion by Matthews, seconded by Skelton to approve Iowa Department of Transportation Agreement for City Bridge Federal-Aid Swap Funding for BROS-SWAP-1987(601)—SE-21 (Bridge HB18-2 – FHWA # 501150). Authorize Clay County Board Chair and Clay County Auditor to sign agreement. Motion carried.

Motion by Skelton, seconded by Skow to approve Supplemental Professional Services Agreement #3 for Bridge Replacement on Road B53 over Little Sioux River in Gillett Grove, IA, for Wetland Mitigation Design as required by the US Army Corps of Engineers. Authorize County Engineer to sign Supplemental Agreement. Motion carried.

Motion by Matthews, seconded by Skelton to accept the quote of \$18,000 from Mid County Machinery of Sergeant Bluff, Iowa to purchase a 1995 Gradall XL4100 Excavator. Motion carried.

Motion by Skelton, seconded by Skow to accept the quote of \$91,575.00 from John Deere (C & B Operations LLC) of Spencer, Iowa to purchase a 2018 John Deere 6130M tractor. Motion carried.

Motion by Matthews, seconded by Skelton to accept the quote of \$479,280.08 from Fox International of Spencer, Iowa to purchase 2 – 2019 HV513 SFA 6x4 Tandam Trucks with Crysteel snow equipment package. Motion carried.

Motion by Skow, seconded by Matthews to accept the low tire quote of \$24,955.38 from Nielsen Tire of Spencer, Iowa. Motion carried.

Motion by Skelton, seconded by Matthews to accept the low salt quote of \$70.00 per ton from Sta-Mel Enterprises of Webb, Iowa. 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 Skelton, seconded by Matthews to approve the proposal of \$16,936 from Midwestern Mechanical for replacing 3 ton RTU on SE corner of Governmental Services Agency Building. The replacement RTU will be two 2ton 2stage cooling with new curb adapters. Motion carried.

Motion by Skow, seconded by Skelton to approve the purchase of 2009 Dodge Pickup for Custodial Department for \$14,780 with the trade in of 2002 Chevrolet Pickup. Motion carried.

Motion by Skow, seconded by Matthews to authorize the Chairperson to sign Memorandum of Understanding for Employer-Located Vaccination Clinic on October 18, 2018 between Spencer Hospital and Clay County. Motion carried.

Motion by Skelton, seconded by Matthews to accept and authorize the Chairperson to sign the Employee Payroll Request from the Secondary Roads Department for Jesse Timmer for a change in hourly wages to \$22.94 effective October 11, 2018. The change is due to completion of probationary period. Motion carried.

Motion by Skow, seconded by Skelton to accept and authorize the Chairperson to sign the Employee Payroll Request from the Secondary Roads Department for Brandon Steuben for a change in hourly wages to \$22.94 effective October 11, 2018. The change is due to completion of probationary period. Motion carried.

Motion by Matthews, seconded by Skow to rescind the October 9, 2018 motion to approve and authorize the chairperson to sign the Woodman quotation of \$636 for SmartVue Temp/Humidity sensor for courthouse. Motion carried.

Motion by Skelton, seconded by Skow to approve and authorize the Chairperson to sign Woodman quotation of \$936 for SmartVue Temp/CO2 sensor for the Courthouse. Pricing includes sensor, programming and one-year warranty. Items not included are installation, onsite technician and sequence changes to the system. Motion carried.

Motion by Skow, seconded by Skelton to authorize the Chairperson to sign the website maintenance contract with Inukshuk Technologies, LLC, PO Box 857, Spencer, IA for Clay County's, the Clay County Sheriff's website. The period of the contract will last one year, beginning October 15, 2018 to October 15, 2019 or when prepaid hours are exhausted. ITLLC estimates the county will use a total of twenty-four (24) hours per year per website. The amount due per this contract at this time is \$1,800.00. If time is exhausted prior to the end of the fiscal year, additional hours may be purchased for the remaining months at the rate of two (2) hour per month per website at the discounted rate of \$75.00 per hour. Normal rates are \$115.00 per hour. Motion carried..

No Board action taken on the approval of Resolution 2018-18 recommending the approval of Plymouth County's request to join the Northwest Iowa Care Connections MHDS region.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Skelton reported on the Emergency Medical Services Reception and meeting and the LEPC meeting. Supervisor Matthews reported on the Lakes Corridor meeting, the RIDES Board meeting, and the ISAC Supervisor's certification project. Supervisor Skow had no report. Supervisor Swanson had only upcoming meeting therefore nothing to report.

The Chairperson adjourned the meeting at 12:27 p.m. to convene at the next Auditor's called meeting Wednesday, November 7, 2018 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Randy Swanson, Vice Chairperson