

# Clay County Board of Supervisor's Minutes from Meeting #8 held on February 13, 2018

The Clay County Board of Supervisors met pursuant to adjournment February 13, 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.

Motion by Matthews, seconded by Skelton that the Board meeting agenda for February 13, 2018 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Skow, seconded by Swanson that the minutes of the Board Meeting #7 held January 30, 2018 are hereby approved as submitted. Motion carried.

Motion by Skelton, seconded by Matthews 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 February 13, 2018. Ayes: Anderson, Matthews, Skelton, Skow, Swanson. Nays: None. Abstentions: None. Resolution adopted.

## Publication List by Vendor

A & M Laundry Inc.	Parts	170.92
A-1 Portables	portable toilet	197.00
ABCreative	Misc	6532.50
Advanced Door Systems	Buildings	785.00
Advanced Network Professionals	Hardware	200.00
Advanced Systems	copier charges	100.48
Advanced Systems	copier charges	312.46
AIA Corportation	Uniform	83.05
Air Chek, Inc	Radon kits	300.00
Airgas USA LLC	Supplies	30.00
Alliant Energy	Utilities	1160.78
Alpha Wireless Comm	Radio equip	1917.61
Barry Anderson	Flex	283.88
Barry Anderson	Expenses	500.50
Apex Range	Other	500.00
Audio Video Connection	TV monitor	510.00
Ayrshire Farmers Mutual Tele	Telephone	185.67
Ann L Baschke	Flex	106.00
Black Hills Energy	utilities	5034.47
Dale Blair	ROW/fees	568.25
Kevin Brown	IPERS refund	321.38
Bud's Service	Service	480.82
Buena Vista Co Sheriff	Service	52.10
Canon Fin Services	Copier charges	478.14
Carpenter Uniform & Promotions	Uniforms	176.36
CenturyLink	Telephone	58.54
Cintas	Supplies	22.37
City of Everly	Utilities	506.10

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City of Royal	utilities	49.50
City of Spencer	RS garbage contract	7856.50
Clay County General Fund	Reimbursable	1098.28
Clay Co Sec Road Fund	Fuels	385.84
Clay County Fair Assn	LOSST pymt	21765.13
Coffman's Locksmith	Service	113.78
Cooperative Energy Company	Gas	31554.06
Copper Cottage	service	96.80
Christian Copper	Flex	20.00
Crescent Electric Supply	supplies	126.40
Crittenton Center	Services	4151.85
Crysteel Truck Equipment	Parts	826.00
Daily Reporter	Publication	322.08
Matthew Dehrkoop	Safety Supplies	50.00
Pamela Doran	Flex	300.00
Lucas Dupic	IPERS Refund	345.11
Raymond Essick	Safety Supplies	80.00
Everttek	Telephone	693.16
Exhaust Pros	Service	103.05
FASTENAL	supplies	700.43
Fire Proof Plus, Inc	Service checks	421.50
Force America Dist LLC	Parts	2796.74
General Traffic Control	misc	200.00
Graham Tire Co	service	26.00
Jim Graham	Mileage	28.00
GRP & Associates	Supplies	54.00
Jason Guinn	Safety Supplies	50.00
Marc Gustafson	Flex	70.00
H & N Chevrolet Buick	service	1638.02
Hanson's Plumbing & Heating	Buildings	168.00
Hargens Court Reporting	depositions	29.80
Hartley Sentinel Inc	Publications	144.00
Hoffman Filter Service LLC	Parts	55.00
Nicole Huckfelt	Mtg Expenses	172.10
Carissa Huse	Flex	29.00
IA Lakes Regional Water	Water usage	522.83
IA Prison Industries	Supplies	11909.85
ICIT	Registration	300.00
IDS	Shredding	61.00
Interstate Battery/Sioux City	Parts	215.90
Iowa State University	Registration	100.00
J.R. Jim Howe Septic Tank	Pump septic	250.00
Janitors Closet	Custodial Supplies	253.18
Jaycox Implement	Parts	27.90
Jeremy Jensen	Flex	115.04
James Joenks	Flex	300.00
Kirkham Michael & Assoc, Inc	Engineering Services/Cont	1348.00
Knight Protection	Alarm monitors	300.00
L-Tron Corporation	Supplies	329.00
Laurie Saunders	Training	142.50
Angela M Lawson	Mtg expenses	39.25
Sheryl K Lee	Employee Travel Expenses	15.48
Lexis Nexis	Law Library	847.96
Lube-Tech & Partners LLC	Lubricants	3480.05
Colleen Lundquist	training	240.00
Kevin Maassen	Flex	152.81
Mac Tools Nick Lane	Minor Equip & Hand Tools	7.49
Mail Services LLC	Acct.-Audit.-Cler.Serv.	516.72

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Norbert P Manwarren	Wages-Temp,Pt. Time Empl.	54.67
Mar-Lin Business Supply	Office Supplies	8.99
Burlin Matthews	Mtg Expenses	358.69
MaxYield Cooperative	Natural & Lp Gas	2420.35
Tammy McKeever	Flex	104.00
Menards - Spencer	Custodial Supplies	885.87
John Metcalf	Mileage	5.60
Mid-Iowa Sales Co.	Supplies	86.73
MidAmerica GIS Consortium	Registration	550.00
Midwestern Mechanical Inc	Buildings	2012.21
MSC Industrial Supply Co	Parts	195.07
Kathryn Murphy	Mileage	37.79
NAPA Auto Parts	parts	115.84
Nielsens Tire & Appliance	Parts	235.96
North Central Int'l Inc	Parts	137.40
Roger Ott	ROW/fees	530.00
Page Co Sheriff	Service	82.84
Palo Alto County Sheriff	Service	31.61
Robin Patrick	Training	142.50
Pitney Bowes Purchase Power	Postage	1000.00
Premier Communications	Telephone	650.49
Remillard Signs	Signs	325.00
Royal Telephone	Telephone	1048.22
Darrel Santage	Flex	138.55
Secretary of State	Office Supplies	30.00
Daniel Skelton	Mtg Expenses	235.34
Solutions, Inc	Data Processing	38519.96
Spencer Auto Parts	Parts	2164.89
Spencer Family Care/Avera Avera	medical	110.00
Spencer Hospital	Medical Services	958.00
SMU	utilities	12851.10
Spencer Office Supplies	office supplies	802.85
State Steel Supply Co.	Parts	67.05
Temple Apartments	Rent Payments	240.00
Town & Country	Disposal Ser	176.64
Unity Point Clinic	Services	74.00
US Cellular	Cell phone	965.17
U S Postmaster	Postage & Mailing	344.00
Vander Haag's Inc	Parts	446.90
Verizon	Cell phones	230.99
Craig VonEhwegen	mileage	14.70
Wahltek, Inc	Repair/Maint Ofc/DP Equip	75.00
Walmart Community	Supplies	14.64
Webb Wireless	Radio & Related Equip.	2004.47
Sheila Weeks	Flex	200.00
Danika Welsch	Moving Exp/other exps	1269.90
Windstream	Telephone	41.69
Ziegler Inc	parts	12352.86
Grand Total		204918.00
End of Report		

Motion by Swanson, seconded by Skelton to approve drainage expenditure from Joint Drainage District #61 CDE, dated February 2, 2018 totaling \$676.80 for engineering services on ditch cleanout payable to Jacobson-Westergard & Associates, Inc., 105 South 6<sup>th</sup> Street, Estherville, IA

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51334. County Auditor is instructed to send the billing to Dickinson County for payment after approval. Motion carried.

**8:45 a.m.** Assistant County Attorney Barry Sackett gave the Board a departmental update from the civil division of the County Attorney's office.

**9:00 a.m.** The Winther, Stave & Co., LLP presented the audit report for the fiscal year ending June 30, 2017. The County had local tax revenue of \$32,013,848 for the year ended June 30, 2017, which included \$2,947,307 in tax credits from the State. The County forwarded \$23,719,493 of the local tax revenue to the townships, school districts, cities, and other taxing bodies in the County. The County retained \$8,294,355 of the local tax revenue to finance County operations, an 8.3% increase from the prior year. Other revenues included charges for service of \$884,104, operating and capital grants, contributions and restricted interest of \$6,304,658, unrestricted investment earnings of \$116,171, other financing sources of \$1m990,133, and other general revenues of \$2,432,841. Expenses for County operations totaled \$14,575,490, a 6.3% increase from the prior year. Expenses included \$5,207,301 for roads and transportation, \$2,941,567 for public safety and legal services, \$1,496,333 for County environment and education, and \$2,632,313 for administration, and \$2,297,976 for other expenses. A copy of the audit report is available for review in the County Auditor's Office, in the Office of Auditor of State, and on the Auditor of State's website at <http://auditor.iowa.gov/audit-reports>.

**9:30a.m.** The Board discussed with Drainage Technician Aaron Rutter the Drainage District #118 West letter to landowners regarding an upcoming assessment in 2018. The assessment is due to a repair that took place in the spring of 2017 involving Laterals 5 and 6 located in the NE ¼ of Section 23 of Clay Township. In the fall of 2016, at the request of some landowners, personnel made a site visit. On April 25 and May 9, 2017 the Board of Supervisors acting as Trustees for the district decided to use 12" plastic tile for the repair and authorized Hagedorn Excavating to accomplish the repair. The repair consisted of approximately 4000 feet of 12 inch plastic tile and connecting all existing tile to the new laterals. A road crossing was also involved which was paid for by the Secondary Roads Department. The repair cost was \$26,947.26 with additional crop damage due to late planting. Rutter submitted a claim for crop damage from Taylor Land Management on behalf of the Runchey farm in Section 23 of Clay Township which is operated on a 50/50 crop share lease with Mark Tewes. The yield loss of 927 bushels occurred on 25 acres. Based on February 2, 2018 pricing of \$3.19/bushel the requested amount is \$2,957.13. By consensus of the Board, the claim will be submitted for payment.

Motion by Matthews, seconded by Swanson to approve the Genetec Support Agreement from Accurate Controls, Inc, 326 Blackburn St, Ripon, WI 54971 for \$2,446.00 for the Omnicast Pro Jail camera. Motion carried.

Motion by Matthews, seconded by Skelton to approve and authorize the Chairperson to sign the Iowa Negotiation Services, LLC contract service agreement between Iowa Negotiation Services, LLC and Clay County, Iowa. INCS will monitor and evaluate the County's employee handbook, adjust, update, reformat and rewrite it for the annual fee of \$4,800.00, or billed quarterly in payments of \$1,200.00 beginning July 1, 2018. Motion carried.

Motion by Skelton, seconded by Skow to approve estimate from Hillcrest Forge, 358 Hwy 71 S, Arnolds Park, IA 51331 for \$5,111.94 to replace railings at the Clay County Courthouse and repair the railings at the Clay County Governmental Services Building. Motion carried.

Motion by Swanson, seconded by Matthews to accept the appointment of Danika Welsch to the position of the Clay County Assessor from the Clay County Conference Board. The salary for the remainder of the 2017-2018 fiscal year will be calculated from the base of \$68,000.00. She will begin employment with three weeks' vacation. Start date will be February 12, 2018. Motion carried.

Motion by Skelton, seconded by Matthews to set the date and time for the fiscal year 2019 County Budget public hearing to be 8:30 a.m. Thursday, February 22, 2018 at the Clay County Administration Building, 300 W. 4<sup>th</sup> St., Spencer, IA. Motion carried.

Motion by Matthews, seconded by Skow to set the date and time for the fiscal year 2018 County Budget amendment public hearing to be 9:30 a.m. April 10, 2017 at the Clay County Administration Building, 300 W. 4<sup>th</sup> St., Spencer, IA. Motion carried.

Motion by Matthews, seconded by Skow to approve transfer #370 of \$250,000.00 from the Gillett Grove Bridge Fund Project (01006) to the Gillett Grove Bridge Fund (16001). Money is being moved back to a sub account of the LOSST-Rural Use Fund. Original transfer was done December 22, 2015 transfer #342. Motion carried.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Skelton reported on the Emergency Medical Services (EMS) meeting and the informal meeting with Clay County Farm Bureau Board members. Supervisor Swanson commented on the EMS meeting and the Clay County Visitors Bureau meeting. Supervisor Matthews reported on the Northwest Iowa Care Connection (NWIACC) Board meeting, the ISAC Board meeting, The Airport Board and County Conservation Board meetings. Matthews also commented on the preparation being done for Tax Increment Finance training to be offered March 16, 2018 during the ISAC Spring Conference and his meeting with Iowa Representative Megan Jones. Supervisor Skow updated on the County Safety, County Department Head and County Public Health meetings. Supervisor Anderson reported on the Compass Pointe Board meeting.

The Chairperson adjourned the meeting at 10:30 a.m. to convene at the next Auditor's called meeting February 27, 2018 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Barry Anderson, Chairperson