

Clay County Board of Supervisor's Minutes from Meeting #2 held on January 15, 2019

The Clay County Board of Supervisors met pursuant to adjournment January 15, 2019 at 8:30 a.m. in the boardroom with Chairperson Swanson presiding and with the following other members present: Supervisors Anderson, Hamrick, Matthews, Skelton, Assistant County Attorney Barry Sackett, and Auditor Marjorie Pitts as clerk for the meeting. 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: Anderson, Hamrick, Matthews, Skelton and Swanson. Nays: None. Abstentions: None.

Motion by Matthews, seconded by Hamrick that the Board meeting agenda for January 15, 2019 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Skelton, seconded by Anderson that the minutes of the Board Meeting #35 held December 18, 2018 and Board Meeting #1 held January 2, 2019 are hereby approved as submitted. Motion carried.

Motion by Anderson, 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 January 15, 2019. Ayes: Anderson, Hamrick, Matthews, Skelton, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Publication List by Vendor

A & M Laundry	uniforms	176.68
Advanced Network Professionals	Data Processing Serv.	100.00
Advanced Systems	copier charges	892.96
Air Chek	services	590.00
Airgas USA	Grounds Maintenance Suppl	285.43
All-American Turf Beauty	Buildings	2537.24
Alliant Energy	Natural & Lp Gas	680.06
Alpha Wireless Comm	Radio & Related Equip.	195.20
Barry Anderson	Medical & Health Charges	540.21
Arnold Motor Supply	Minor Mv Parts & Access	138.85
Asphalt Paving Assn of IA	Employee Travel Expenses	825.00
Atlas Stamp & Seal	Office Supplies	82.65
Ann Baschke	leave credit	106.15
Black Hills Energy	Natural & Lp Gas	5384.31
Bobcat Company	Construction & Maint.	3685.84
Bomgaars	Minor Mv Parts & Access	28.99
Tammy Brown	leave credit	92.35
Bradley Brunk	leave credit	114.40
Bud's Service	Minor Mv Parts & Access	210.95

**Clay County Board of Supervisors
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C & B Operations	Parts	2272.52
Canon Fin Services	Data Processing Serv.	314.43
Leah Cauthron	leave credit	65.00
CenturyLink	Telephone & Telegr.Serv.	78.46
Heidi Chapman	leave credit	40.65
Cintas Corp	Wearing Apparel & Uniform	60.00
City of Everly	utilites	402.56
City of Royal	utilities	49.50
City of Spencer	services	295.01
City of Webb	Utilities	88.50
Clay Co E M S Assn	Medical Services	3562.52
Clay Co Fair & Event Center	LOSST/fair exp	16446.39
Clay Co Mental Health Fund	corrections	182.01
Clay Co Sec Road Fund	Fuels	184.93
Clay County Homes	Rent	260.00
Casey E Climer	leave credit	18.15
U S Postal	DHS Postage	5000.00
Cooperative Energy Company	fuels	28375.80
Copper Cottage	Buildings	911.77
Crittenton Center	care	1446.15
Culligan of Spencer	water	26.80
Daily Reporter	Publications	190.16
John Davenport	Supplies	112.49
Bradley Day	leave credit	7.50
Matthew Dehrkoop	leave credit	91.90
Des Moines Stamp Mfg Co	stampers	79.00
Michael Determan	leave credit	7.50
Diamond Mowers	Parts	4076.04
Dickinson County Sheriff	Service	42.00
Pamela Doran	leave credit	77.50
Andrea Dreckman	drug ct meal	26.74
Employment Publishing	Notice pub	474.24
Evertex	Telephone	34.54
Exhaust Pros	service	77.95
Fareway Stores	drug ct meal	33.77
FASTENAL	Buildings	162.25
FleetPride	Parts	2830.82
Gene Fliss	leave credit	103.75
Foundation Analytical Lab	Supplies	47.65
Frank Dunn Company	Cover Aggregate/Sand/Mate	799.00
Galen's Pro-Mow	Parts	150.31
David Glienke	leave credit	101.55
Tim Gray	Safety & Protect.Supplies	486.85
Billy Gunnerson	leave credit	107.50
Marc E Gustafson	leave credit	100.00
H & N Chevrolet Buick	service	79.45
Hancock Concrete Products	materials	11358.84
Maurice Hansen	leave credit	39.05
Hartley Sentinel	Board Proceedings	191.49

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Jason Hass	leave credit	15.65
Andre Hendrickson	well closings	800.00
Henry M Adkins & Son	election	3238.46
Thomas Herrig	leave credit	87.50
Hiway Truck Equipment	Parts	140.68
Hoffman Filter Service	Parts	55.00
Holmes Lock & Safe	keys	65.00
Nicole L Huckfelt	leave credit	98.80
Hy-Vee	EMS supplies	587.92
IA Dept Ag & Land Stewardship	Permits	72.54
IA Dept Natural Resources	permits	125.00
Iowa Lakes Community College	rent/utilities	3091.88
IA Lakes Regional Water	Water	41.00
IA Negotiation Services	charges	1200.00
IA Water Well Assoc	registration	90.00
IA Workforce Development	Unemployment	170.37
ICAP	damages	763.42
IGL Teleconnect	election internet	26.00
IA Municipalities Workers Comp	Workers Comp	9057.00
Innovative Monitoring Systems	Supplies	65.00
Iowa Information Inc	Notice	91.84
ISAA	membership	680.00
ISAC	registration	1330.00
ISACA	registration	170.00
Janitors Closet	Supplies	502.24
Johnston Automotive	Parts	274.86
Justice Fire & Safety	Buildings	625.00
Jeremy Kelley	Rent	400.00
Robert Kluender	leave credit	103.75
Scott Knudtson	leave credit	96.25
Angela Lawson	Expenses	37.28
Sheryl Lee	mileage	13.03
Lexis Nexis	law library	2669.88
Joshua Long	leave credit	54.30
Kevin Maassen	leave credit	80.00
Mac Tools	Tools	99.99
Mar-Lin Business Supply	Office Supplies	179.66
Marcus News	publication	638.80
Matheson Tri-Gas	Supplies	9.30
Burlin Matthews	Flex	70.05
MaxYield Cooperative	gas	751.44
Tammy McKeever	flex/ leave credit	257.50
Menards	Supplies	475.74
Michael Todd & Co	Parts	315.75
Mid-States Org Crime	Memberships	150.00
Miller Plumbing & Heating	sevice	3345.00
James Montgomery	leave credit	112.50
Kathryn Murphy	mileage/ leave credit	145.22
NACVSO	Memberships	150.00

**Clay County Board of Supervisors
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Nielsens Tire & Appliance	tires	1008.76
North Central Int'l	Parts	4442.29
NW IA Planning & Devlpmnt	service	22500.00
O'Brien County Implement	Tools	133.00
Office Systems Company	Supplies	180.31
James O'Hearn	flex/ leave credit	303.65
L Elaine Orthmann	leave credit	37.50
Palo Alto County Sheriff	Service	73.35
Performance Car & Truck Acc	Accessories	119.36
Robert Peters	leave credit	98.41
Plumbing & Heating Wholesale	Parts	11.59
Premier Communications	Telephone	642.47
Rage	rugs/mops	81.88
Monica Rehnstrom	leave credit	118.15
Ricoh USA	copier charges	208.36
Cheryl Riley	flex/ leave credit	46.34
Travis Riley	leave credit	110.00
Glenn Iouse	leave credit	57.50
Royal Telephone Co	Telephone	30.00
Jesse Rustad	leave credit	103.55
Aaron Rutter	leave credit	113.75
Safelite AutoGlass	repair	238.66
Darrel Santage	flex/leave credit	622.97
Schoeneman Bros	Buildings	403.57
Jim Schomburg	well closure	300.00
Joseph Schueller	leave credit	32.25
Secretary of State	Voter Registration Servic	2057.65
Darla Sheasley	Flex	28.00
Michael Skonhovd	leave credit	114.40
Solutions, Inc	services	871.26
Spencer Auto Parts Inc	Parts	2907.48
Spencer Hospital	Services	113.25
SMU	utilities	10676.60
Spencer Office Supplies	Supplies	682.23
Spencer Ready-Mix Inc Div-Grea	Cover Aggregate/Sand/Mate	3676.00
Ann Spooner	flex/ leave credit	222.52
Sta-Mel Enterprises Inc	Cover Aggregate/Sand/Mate	17976.00
State Hygienic Laboratory	Supplies	45.00
State Steel Supply Co.	Parts	247.71
Amy Strohman	leave credit	35.65
Terril Telephone Coop	Telephone	8.04
The Schneider Corporation	Data Processing Serv.	1000.00
Mark Thompson	leave credit	94.05
Eric Tigges	leave credit	90.65
Casey Timmer	leave credit	101.20
Titan Machinery	Parts	41.76
Kristine Toay	leave credit	118.00
Underground Vaults & Storage	Data Processing Serv.	294.00
Unity Point Clinic	Services	42.00

**Clay County Board of Supervisors
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US Cellular	cell phones	566.41
U S Postmaster	Postage	440.00
Randy Van Kley	leave credit	106.25
Megan Van Schepen	leave credit	88.35
Vander Haag's Inc	Parts	500.00
Laura Ver Mulm	leave credit	115.00
Verizon	cell phones	701.98
VISA	misc	1870.18
Warner Funeral Home	Services	210.00
Sheila Weeks	leave credit	88.65
Jeffrey Wiemann	leave credit/flex	149.81
Kimberly Wilson	leave credit	115.85
Windstream	Telephone	41.69
Woodward Youth Corporation	services	2892.30
James Worm	leave credit	82.65
Ziegler Inc	Parts	7336.28
Grand Total		

Motion by Skelton, seconded by Anderson 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 January 15, 2019. The County Auditor is directed to issue stamped warrants from drainage districts which currently have insufficient funds. Ayes: Supervisors Anderson, Matthews, Skelton, Hamrick, and Swanson. Nays: None. Abstentions: None.

Gary Atherton, 318 NW 10 th St, Pocahontas, IA	
FEMA Assessments	\$ 14.41
Total Drainage Warrants:	\$ 14.41
Resolution adopted.	

Motion by Anderson, seconded by Skelton to approve drainage expenditure from Joint Drainage District #61 CDE, Branch 61 dated January 4, 2019 totaling \$633.00 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.

Motion by Matthews, seconded by Anderson to approve drainage expenditure from Joint Drainage District #61 CDE, Branch 61 dated January 4, 2019 totaling \$48,657.60 for open ditch cleanout payable to Rezac Machine Shop, 615 East 240ht Street, Ringsted, IA 50578. 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 Hamrick to approve drainage expenditure from Joint Drainage District #61 CDE, dated January 2, 2019 totaling \$248.50 for repair work payable to Ron Eick, PO Box 263, Terril, IA 51364. County Auditor is instructed to send the billing to Dickinson County for payment after approval. Motion carried.

Motion by Matthews, seconded by Anderson to accept County Auditor's Report of Fees Collected for quarter ending December 31, 2018 totaling \$439.50 with detail on file at the County auditor's office. Motion carried.

Motion by Skelton, seconded by Anderson to accept County Recorder's Report of Fees Collected for period ending December 31, 2018 totaling \$39,769.93 with detail on file at the County auditor's office. Motion carried.

Motion by Matthews, seconded by Skelton to approve the Clay County Clerk's Report of Fees Collected for the quarter ending December 31, 2018 totaling \$23,158.08 for surcharge, county ordinance fines, court cost and reimbursement of sheriff fees, depositions, filing fees, and blood test. Detail on file at the auditor's office. Motion carried.

Motion by Anderson, seconded by Matthews to accept the Sheriff's Quarterly Report of Fees collected for the quarter ending December 31, 2018 totaling \$40,978.80 with detail on file in the County Auditor's office. Motion carried.

Motion by Anderson, seconded by Skelton to accept the December 31, 2018 Sheriff's Quarterly Commissary Account Report with September 30, 2018 beginning account balance of \$5,376.38; total deposits of \$9,147.92; total disbursements of \$7,957.50 and ending bank balance of \$6,566.80. Full account detail on file in the County Auditor's office. Motion carried.

Motion by Matthews, seconded by Hamrick to accept the County Treasurer's Semi-Annual Report for period ending December 31, 2018 with detail on file at the auditor's office. Motion carried.

Motion by Skelton, seconded by Anderson to re-appoint Marc E. Gustafson, 3855 180th Ave., Spencer, IA as Clay County Weed Commissioner pursuant to Code of Iowa, Chapter 317.3 for calendar year of 2019. There shall be an annual compensation of \$2,000.00 for the responsibilities. Motion carried.

8:44 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. William Rabenberg – County Engineer

Clay County Board of Supervisors
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Meeting #2

CLAY, THAT:

The City/County is hereby directed to submit the grant application and request for signing materials to replace signs that have been identified as deficient in their review. This application is to be submitted to the Iowa Department of Transportation's Program Coordinator for the Sign Replacement Program for Cities & Counties, and

BE IT FURTHER RESOLVED THAT:

- A) All signing materials must be ordered within 90 days of application approval.
- B) All signing materials will be installed by the City/County of CLAY, within 180 days after the sign materials are furnished, and,
- C) All signs will be installed in compliance with the Manual of Uniform Traffic Control Devices, Federal Highway Administration, U.S. Department of Transportation, as adopted per Iowa Administrative Rules 761, Chapter 130, and,
- D) The City/County of CLAY, will certify in writing to the Department of Transportation's Program Coordinator within 30 days after the sign materials and/or signs have been installed.
- E) The City/County of CLAY, recognizes that submission of this agreement along with an application, requesting signs and sign posts, represents approval by the city/county to participate in the Sign Replacement Program for Cities & Counties.
- F) Cities and counties not complying with the SRPFCC rules will be prohibited from applying for the program for two years.
- G) **Application must be approved by Iowa DOT prior to ordering signs. Reimbursement, up to the program maximum, will be sent to the grantee AFTER the signs/posts have been installed, the DOT receives a copy of the sign-order invoice and the cancelled sign-order payment check.**

PASSED AND APPROVED THIS 15th DAY OF January 2019

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

County Engineer / Mayor

County Board of Supervisors Chair / City Clerk

Clay County Board of Supervisors
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Meeting #2

Motion by Skelton, seconded by Matthews to approve the Maintenance Agreement for Freeman Township and authorize the Chairperson to sign the agreement. Motion carried.

Motion by Skelton, seconded by Anderson to approve the purchase of a T870 T4 bobcat Compact Track Loader from Jaycox Implement, Inc., Lake Park, IA for a net purchase price of \$58,912.89 which included the trade in of a 2002 Cat236, a 67" broom, a 60" snow blower, a 72" bucket, and set of 4 tire/rims. The payment date scheduled for July 1, 2019. Motion carried.

Engineer Rabenberg and Drainage Technician Aaron Rutter discussed drainage district tile crossings that require boring. Rabenberg also updated the Board on the Gillett Grove bridge project permit that is valid until March 2022 from the Corp of Engineers. There were no utility permit requests to report.

9:30 a.m. Cindy Voss, Chief Operations Officer of RIDES presented an annual report to the Board and requested \$15,000 in funding for fiscal year 2020 that includes operational and capital replacement funding for services in Clay County that aids in the operations of the countywide ADA Demand Response Service, taxi service, and the Medivan bus service.

9:45 a.m. Mandie Muehlhausen, Director of the Spencer Public Library and representative of the Clay County Library Association presented the annual reports from five of the six libraries in Clay County. The reports summarized circulation of books, magazines, audio and video holdings; the visits from residents of Clay County; and services offered by the libraries. The Clay County Library Association requested \$52,090 in funding for fiscal year 2020.

10:00 a.m. Clay County Conservationist Will Horsley and Conservation Board Chair Lee Schoenewe gave the Board a progress of the Oneota Environmental Learning Center and discussed their intent to pursue grant funding and fundraising events as the project continues. Horsley and Schoenewe approached the Board to see if they would consider re-evaluating the distribution of Scharnberg Park revenues between the County General fund and the Conservation Capital Project fund for a short term to allow use of the Conservation Capital Project fund as matching funds on grant applications.

10:30 a.m. Peterson Mayor Carolyn Roberts spoke with the Board regarding the availability of funding support to the Peterson Senior Center in fiscal year 2020. Mayor Roberts shared the location of the center and activities and meals that are provided to area residents. The Board suggested that Mayor Roberts approach her city council for a possible allocation and then to let the Board know if they can be of further assistance.

11:00 a.m. Clay County Fair CEO/Manager Jeremy Parsons and Board Member Charles Elser presented their 2018 Annual Report and spoke to the Board regarding the charitable trust capital campaign for building the future. The Fair requested funding for the 4-H exhibitors of \$35,000 for fiscal year 2020 and \$40,000 towards the Events Center operations which is the same as the 2019 request.

Meeting #2

11:30 a.m. The Board met with Don Etler from Boton & Menk, Inc. regarding the Water Quality Funding Opportunities from IDALS. In 2018 the Iowa Legislature passed Senate file 512 which provided funding of up to \$150 million over a ten-year period for edge of field practices advanced by the Iowa Nutrient Reduction Strategy. The IDALS is administering this fund and has issued a request for proposals from SWCDs, counties, CCBs, WMAs and non-profit NGOs toward development of plans to be implemented quickly when funded for installation of conservation practices that will achieve reductions in nutrient loads to surface waters. The Iowa Nutrient Research & Education Council (INREC) organization would write the application and manage the funds. Bolton & Menk would assist. Etler is looking for stakeholders and wetland sites that could be maintained by drainage districts and then banked for use to partner with mitigation streams. No local dollars are requested. There is a need for 40 to 50 fundable sites by mid-February. Etler will furnish a Resolution for the Board's consideration at their next regular meeting.

Motion by Matthews, seconded by Anderson to approve and authorize the Chairperson to sign the elevator maintenance contract for the Courthouse and Administration building elevators with Otis Elevator Company, 520 Nebraska Street, Rm 223, Sioux City, Iowa 51101 for \$220.00 per month with payments to be made annually beginning February 1, 2019 for a period of five years and automatically renewed for subsequent five-year periods until terminated with a ninety day written notice. Price adjustments may be made annually on the anniversary date of the contract. Motion carried.

Motion by Anderson, seconded by Matthews to approve proposal of \$810.00 from Northwest Glass, LLC, 511 S Grand Avenue, Spencer, IA 51301 to caulk inside of all windows at the Governmental Services Center. Motion carried.

Motion by Anderson, seconded by Skelton to re-appoint the following list of Clay County residents, by category, to serve on the Commission to Assess Damages pursuant to Section 6B.4 of the *Iowa Code* for the year 2019. Motion carried.

FARMERS

Gary Jackson	2780 340 th Street	Dickens, IA 51333
Cynthia Kress	4830 270 th Ave	Webb, IA 51366
Javotte McCarty	1760 440 th Street	Linn Grove, IA 51033
John Olson	2150 460 th Street	Sioux Rapids, IA 50585
Frank Parks	3 Grandview Blvd	Spencer, IA 51301
John Goeken	1445 350 th St	Everly, IA 51338
Jack D Sylvester	4800 Sylvester Road	Webb, IA 51366

CITY OWNERS

Kathy Anderson	102 5 th Ave SW	Fostoria, IA 51340
Jon Bang	110 2nd Street	Peterson, IA 51047
Robert Becker	204 N Washington St-Box 382	Everly, IA 51338
Pam Virelli	203 King Ave	Royal, IA 51357
Jan Yungbluth	120 Willow Lane	Rossie, IA 51357

Clay County Board of Supervisors
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Meeting #2

<u>BROKERS</u>	Clark Marshall	1102 St Luke Drive	Spencer, IA 51301	<u>REAL ESTATE</u>
	John Cotton	2075 355 th Street	Spencer, IA 51301	
	Vance Frommie	1021 N Grand-PO Box 961	Spencer, IA 51301	
	John Goede	700 3 rd Ave SE	Spencer, IA 51301	
	Norma Haack	722 4 th Ave East	Spencer, IA 51301	
	Richard Hallett	1413 Country Club Drive	Spencer, IA 51301	
	Jon Hjelm	PO Box 833	Spencer, IA 51301	
	Dave Jacobsen	1217 18 th Ave W	Spencer, IA 51301	
	Kyle Norris	1205 W 9 th Street	Spencer, IA 51301	
<u>OTHER</u>				
	JoAnn Anderson	105 Ash Street	Peterson, IA 51047	
	Bryan Bailey	3580 130 th Ave	Everly, IA 51338	
	Kenneth Essick	302 W Main Street	Webb, IA 51366	
	Eldon Goff	1310 W 9 th Street	Spencer, IA 51301	
	Dennis Johnke	401 Long Street	Royal, IA 51357	
	Melissa Loving	4975 260 th Ave	Webb, IA 51366	
	Shirley Nalley	101 W 10 th Street	Spencer, IA 51301	

Motion by Matthews, seconded by Hamrick to set 10:00 a.m. on January 29, 2019 for the Special Election Canvass in the board room of the Clay County Administration Building, 300 West 4th Street, Spencer, Iowa. Motion carried.

Motion by Anderson, seconded by Skelton to accept and authorize the Chairperson to sign the lease agreement with Pitney Bowes, PO Box 371887, Pittsburg, Pennsylvania 15250 for a Postage Meter for the Department of Human Services. The terms of the lease are 60 months at \$68.96 per month to be billed quarterly. Motion carried.

Motion by Anderson, seconded by Matthews to set the date and time for the fiscal year 2020 County Budget public hearing to be 9:30 a.m. March 12, 2019 at the Clay County Administration Building, 300 W. 4th St., Spencer, IA. Motion carried.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Swanson had no report. Supervisor Anderson reported on the Early Childhood meeting and the Compass Point meeting. Supervisor Matthews updated on the Seasons Center Board meeting, a meeting with Representative Zach Whiting, the Iowa Great Lakes Corridor meeting, and the Conservation Board meeting. Supervisor Hamrick reported on the Township/Clerk meeting and the County Safety meeting. Supervisor Skelton had no report.

The Chairperson adjourned the meeting at 12:24 p.m. to convene at the next Auditor's called meeting January 29, 2019 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Randy Swanson, Chairperson

Clay County Board of Supervisors
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