

# Clay County Board of Supervisor's Minutes from Meeting 05 held on January 29, 2019

The Clay County Board of Supervisors met pursuant to adjournment January 29, 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 Anderson that the Board meeting agenda for January 29, 2019 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Anderson, seconded by Skelton that the minutes of the Board Meeting #02 held January 15, 2019, Meeting #03 held January 24, 2019 and Meeting #04 held January 28, 2019 are hereby approved as submitted. Motion carried.

Motion by Matthews, seconded by Hamrick 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 29, 2019. Ayes: Anderson, Hamrick, Matthews, Skelton, Swanson. Nays: None. Abstentions: None. Resolution adopted.

## Publication List by Vendor

A-1 Portables	Sanitation	66.00
Advanced Systems	Copier Contract	932.00
Advanced Systems	Copier Contract	580.71
Air Chek	Radon Kits	590.00
Airgas USA	Tools	383.75
Alliant Energy	Utilities	212.08
Alpha Wireless Comm	Radio & Related Equip.	6011.36
Barry Anderson	Employee Travel Expenses	739.30
Appriss	Other	1548.00
Asher Motor Co	Vehicle Maintenance	303.43
Ayrshire Farmers Mutual	Telephone	185.90
Black Hills Energy	Utilities	515.00
LeAnn Black	Employee Travel Expenses	20.64
Bomgaars	Supplies	1184.80
Kristi Busse	Other Premiums	68.96
Canadian Pacific Railway	Construction	1467.83
Cannon Moss Brygger & Arch	Engineering Services	1234.17
Canon Fin Services	Copier Contract	163.71
Carroll Construction Supply	Hand Tools	442.08
Bill Caskey	Rent Payments	260.00
CenTec Cast Metal Products	Grave Markers	783.04
Lucas Christensen	Flex	300.00
Christians Sheet Mtl	Services	16.25
Cintas Corporation	Uniforms	20.00
Cintas Corp	Safety Supplies	10.00
City of Spencer	Comm Center	26075.99
Clay Co Emerg Mgt Agency	Allocation	7400.67

Clay County Board of Supervisors

January 29, 2019

Clay Co Sec Road Fund	Fuels	84.88
Copper Cottage	Buildings	1462.34
Crescent Electric Supply	Supplies	252.77
Crysteel Truck Equipment	Parts	221.00
Custom Welding & Repair	Parts	239.89
Daily Reporter	Board Proceedings	165.44
Diamond Mowers	Parts	4137.30
Dockendorf Equipment Co.	Buildings	797.50
Beverly Dudziak	Township Official	4.90
Evertex	Telephone	658.20
FASTENAL	Buildings	556.39
Galls	Uniforms	91.34
David Glienke	Safety Supplies	64.19
GRACESOFT	Data Processing Serv.	297.00
Graham Tire Co	Tires & Tubes	50.00
Jim Graham	Township Official	37.10
Karen Greene	Township Official	14.00
H & N Chevrolet Buick	Vehicle Maintenance	731.49
Jacalyn Haaland	Township Official	8.75
Gary Halverson	Election Officials	75.00
Arthur Hamrick	Employee Travel Expenses	304.34
Hancock Concrete Products	Steel-Iron-& Relat.Metals	1855.46
Hargens Court Reporting	Depositions	34.00
Robert Heintz	Election Officials	20.00
Francis Hiemstra	Election Officials	140.00
Judith Hiemstra	Election Officials	140.00
Hodgin's Manufacturing	Construction & Maint.	68.00
Hy-Vee	Food & Provisions	4696.04
Iowa Lakes Community College	Buildings - Rental	3084.89
IA Lakes Electric Coop	Utilities	6185.42
IA Lakes Regional Water	Utilities	545.37
IA State Extension-Dickinson	Registration	50.00
IA State University	Registration	900.00
ICAP IA Communities Assurance	Tort Liability Ins.	313.00
ISAC	Registration	70.00
J&T Rentals	Buildings - Rental	1500.00
JAAH	Rent Payments	220.00
Jack's Uniforms & Equipment	Uniforms	908.02
Janitors Closet	Custodial Supplies	1389.63
Jaycox Implement	Parts	73.00
Jennifer Jensen	Custodial	295.00
Debra Jessen	Township Official	7.00
Thomas Jessen	Safety Supplies	100.00
Michael Johnson	Township Official	3.50
Donna Jones	Election Officials	154.00
Keneth Kabrick	Township Official	3.50
Kent Kimball	Township Official	14.00
Kirkham Michael & Assoc	Engineering Services	13198.92
Knight Protection	Buildings	300.00
Kolb Electric	Construction	201.20
Sharon Krile	Election Officials	20.00
L-Tron Corporation	Parts	329.00
David Larsen	Township Official	1.75
Kenneth Lawrence	Township Official	4.90
Lawson Products	Parts	40.06
Lexis Nexis	Subscription	1779.92

**Clay County Board of Supervisors  
January 29, 2019**

Lube-Tech & Partners	Parts	562.00
Kevin Maassen	Other Premiums	98.31
Kimberley Maclean	Township Official	4.90
Mail Services	Postage	512.70
Mar-Lin Business Supply	Office Supplies	422.35
Burlin Matthews	Employee Travel Expenses	769.88
Chad McCarty	Township Official	19.25
Robert McCarty	Township Official	14.00
Tammy McKeever	Flex	198.64
Menards	Custodial Supplies	1136.94
John Metcalf	Township Official	8.40
Midwest Technology Services	Buildings	572.89
Midwestern Mechanical	Buildings	4.76
MSC Industrial Supply	Supplies	236.04
Murphy Tractor & Equipment	Parts	38.68
Nielsens Tire & Appliance	Tires & Tubes	128.00
NW IA Youth Emergency Serv Ctr	Sheriff Transport Charges	551.00
Office Depot	Office Supplies	16.65
Marjorie Pitts	Employee Travel Expenses	389.48
Pocahontas Healthcare FDN	Registration	195.00
Presto X Company	Buildings	181.00
Quill	Office Supplies	154.73
Rage Inc Bubbles Dry Cleaning	Custodial Supplies	135.43
Christopher Raveling	Flex	342.40
Recon Prox	Parts	1070.00
Monica Rehnstrom	Flex	231.28
River Valley Telecom Coop	Telephone	259.06
Alice Roghair	Township Official	10.50
Glenn Rouse	Flex	83.54
Safety-Kleen Systems	Parts	523.82
Schoeneman Bros	Construction	110.36
Shred-It	Disposal Service	61.00
Daniel Skelton	Employee Travel Expenses	320.80
Matthew Smith	Employee Travel Expenses	19.08
Solutions	Data Processing	2023.60
James Sonius	Township Official	5.60
Speed Printers	Office Supplies	58.00
Spencer Area Jobs Trust	Local Housing	2500.00
Spencer Auto Parts	Parts	51.94
Spencer Hospital	Medical & Health Services	18552.56
SMU	Utilities	1307.04
Spencer Office Supplies	Office Supplies	590.39
Spencer Red Power	Parts	393.50
SS Collision & Cycle Works	Maintainence	437.77
Sta-Mel Enterprises	Cover Aggregate/Sand/Mate	8816.50
Star Energy	Fuels	3474.69
State Industrial Products	Custodial Supplies	210.37
State Steel Supply	Parts	1257.20
Kate Stouffer	Educational	165.00
Sunset Law Enforcement	Other	1537.39
Laura Taylor	Election Officials	22.00
TD Tools	Tools	168.48
Jesse Timmer	Safety Supplies	100.00
Darrel Tonderum	Election Officials	147.00
Town & Country Disposal	Sanitation & Disposal Ser	71.00
Treas - State of Iowa	Sales Tax	448.00

**Clay County Board of Supervisors  
January 29, 2019**

Tritech Forensics	Safety Supplies	112.30
Unity Point Clinic Occupationa	Medical & Health Services	60.00
U S Postmaster	Postage & Mailing	60.00
Verizon	Telephone	318.57
VISA	Fuels	1273.30
Craig VonEhwegen	Township Official	9.80
Alex Waagmeester	Witness Fee	10.00
Walmart Community/SYNCB	Recreational Supplies	237.88
Warner Funeral Home	Medical & Health Services	1200.00
Warren Meier Electric	Buildings	630.00
Sheila Weeks	Employee Travel Expenses	20.11
Wells Fargo Vendor Fin Serv	Motor Vehicle	577.12
Danika Welsch	Employee Travel Expenses	200.32
West Central Construction	Cover Aggregate/Sand/Mate	5470.45
Kevin White	Township Official	11.90
Grand Total		162327.72

Motion by Anderson, 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 be hereby authorized and directed to issue warrants, against the various settlement of such claims as allowed January 29, 2019. County Auditor is directed to issue stamped warrants from drainage districts which currently have insufficient funds. Ayes: Supervisors Anderson, Hamrick, Matthews, Skelton, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Abel Drainage & Excavating Inc, 2380 440<sup>th</sup> St, Greenville, IA 51343

Tile Repair	D.D. #52	\$ 462.00
Bolton & Menk, Inc, 1960 Premier Dr, Mankato, MN 56001		
Survey/Study/Report/Wetlands Rules	D.D. #37	\$ 29,358.00 Stamped
Mitigation Wetland, Permit Compliance	D.D. #2	\$ 3,253.00 Stamped
Construction Engineering Services	D.D #80	\$ 5,667.00 Stamped
Hagedorn Excavating, 315 Main St., Royal, IA 51357		
District Improvements	D.D. #80	\$ <u>108,278.63</u> Stamped
Total Drainage Warrants:		\$ 147,018.63

**8:50 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**

The Board met with Engineer Rabenberg to review the Secondary Road fiscal year 2020 proposed budget.

Motion by Anderson, seconded by Skelton to review bid totals and award contract to low bidder (Heartland Asphalt, Inc., 2601 S. Federal, Mason City, IA 50401) for project nos. HSIP-SWAP-CO21(139)--FJ-21, STBG-SWAP-CO21(140)--FG-21, & FM-CO21(141)--55-21 for HMA Resurfacing with Cold In-Place Recycling on B17 East of Hwy 71 and on B53 East of Gillett Grove, IA. and authorize the Chairperson to sign the contract (electronically if so required) after the contractor has signed the contract. Motion carried.

Motion by Anderson, seconded by Matthews to review and approve the gravel contract extension and authorize Engineer Rabenberg to sign. Motion carried.

Motion by Matthews, seconded by Skelton to review and approve timber plank price quote. Motion carried.

Motion by Matthews, seconded by Anderson to review and approve lease termination for Don Olson, Section 5 of Summit Twp. Motion carried.

Motion by Anderson, seconded by Skelton to review and approve lease termination for Todd Meyer, Section 5 of Summit Twp. Motion carried.

Motion by Hamrick, seconded by Skelton to review quotes and approve quote for concrete box culvert and concrete pipe culvert material for B63. Motion carried.

No Board action taken to approve the Maintenance Agreement for the City of Gillett Grove and authorize the Chairperson to sign the agreement.

Engineer Rabenberg updated the Board on the approval of a permit issued to the United Farmers Telephone Company and informed the Board of the department being awarded the Sign Materials Grant.

**10:25 a.m.** Ryan Odor, Executive Director of Arts on Grand presented the Board the 2018 Report of Activities and shared upcoming events. Odor requested the Board to consider funding in fiscal year 2020 to be allocated to the Arts on Grand.

**10:35 a.m. January 22, 2018 Spencer Ward 1 Council Member Special Election Canvass**

The Board of Supervisors proceeded to canvass the results of the votes of the Special Clay County Spencer Ward 1 Council Member Election held on January 22, 2019 and now embodies its findings:

Tom Nelson is declared elected to the office of City of Spencer Ward 1 Council Member to fill vacancy.

A copy of the Abstract of Votes and the original tally lists are hereby delivered to the Commissioner of Elections for filing as required by law. The County Auditor is to send an original signed copy of the Abstract to the City of Spencer.

**10:40 a.m.** The Board met with Sheriff Chris Raveling and Chief Deputy Zach Larsen to review the Sheriff fiscal year 2020 proposed budget.

**11:48 a.m.** The Board met with the Grand Avenue Community Outreach Director Kevin Brown who shared the activities and outreach efforts of the volunteer non-profit organization. Brown shared plans to balance their budget and take the organization to the next level in partnerships with other organizations. Brown requested the Board to consider funding in fiscal year 2020 to be allocated to the Grand Avenue Community Outreach.

**12:00 a.m.** Tammy McKeever-Zoning, Environmental Health, Safety & EMS Director

Motion by Skelton, seconded by Hamrick to authorize the Chairperson to sign the OSHA 300A Form Log that will be posted January 29, 2019. Motion carried.

Director McKeever gave the Board an update on the new flood plain map for rural Clay County, discussed the Clay County Safety Handbook requirements regarding annual motor vehicle reports on county employees, and shared requested data on the number of recorded confinement operations in Clay County since 1996.

Chairperson Swanson recessed the meeting at 12:24 p.m.  
Chairperson Swanson reconvened the meeting at 1:30 p.m.  
Supervisor Anderson absent from the afternoon meeting.

**1:30 p.m:** The Board met with Zoning, Environmental Health, Safety and EMS Director Tammy McKeever to review the proposed fiscal year 2020 budgets for Zoning, Environmental Health, Safety and EMS.

Motion by Hamrick, seconded by Skelton to approve estimate from Custom Cut Gutters, PO Box 102, Fostoria, IA for \$498.00 for gutters and downspouts in the Clay County Maintenance Building. Motion carried.

Motion by Matthews, seconded by Hamrick to approve estimate from Black Hawk Sprinklers, Inc, PO Box 998, Cedar Falls, IA for \$1,120.00 to repair the leaking fire sprinkler pipe at the Clay County Courthouse. Motion carried.

Motion by Skelton, seconded by Hamrick to approve Transfer #391 of \$2,500 from LOSST-Any Lawful Use to fund the Quality Housing Initiative fund for Dorothy DeGroot. Motion carried.

Motion by Hamrick, seconded by Matthews to authorize the Chairperson to sign the contract service agreement with Secure Shred Solutions, LLC, PO Box 1072, Carroll, Iowa for Shredding Services for the Department of Human Services. Terms of the lease are 24 months at \$24.00 per month to be billed bi-monthly. Motion carried.

Supervisors shared information from committees and boards they have attended. Supervisor Matthews reported on the Seasons Center Annual and regular Board meetings. Supervisor Skelton reported on the ISAC New Officers School and the EMS Board meeting. Supervisor Swanson updated on the NW IA Regional Housing Trust meeting and the EMS Board meeting.

The Chairperson adjourned the meeting at 2:34 p.m. to convene at the next Auditor's called meeting February 5, 2019 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Randy Swanson, Chairperson