

Clay County Board of Supervisor's Minutes from Meeting 13 held on April 09, 2019

The Clay County Board of Supervisors met pursuant to adjournment April 9, 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 April 9, 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 #11 held March 26, 2019 and Board Meeting #12 held March 29, 2019 are hereby approved as submitted. Motion carried.

Motion by Anderson, 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 April 9, 2019. Ayes: Anderson, Hamrick, Matthews, Skelton, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Publication List by Vendor

A & M Laundry	Parts	176.68
Doug Abel	Safety Supplies	100.00
Advanced Network Professionals	Data Processing	100.00
Alliant Energy	Electric Light & Power	420.43
Arnold Motor Supply	Parts	4.05
Ayrshire Farmers Mutual	Telephone	185.66
Berg Bags Company	Traffic & St Sign	297.13
Black Hills Energy	Natural & Lp Gas	3010.99
Blackhawk Sprinklers	Buildings	313.00
Boulders Inn & Suites	Engineering Supplies	229.82
Boyer Trucks	Parts	860.71
Bud's Service	Lubricants	1447.90
Campus Cleaners	Custodial Supplies	4.00
Canon Fin Services	Copier Contract	314.43
Carroll Construction Supply	Minor Equip & Hand Tools	229.36
CenturyLink	Telephone	45.95
Heidi Chapman	Flex	15.00
Cintas Corporation	Uniforms	60.00
City of Everly	Water & Sewer	321.06
City of Royal	Water & Sewer	99.00
City of Webb	Water & Sewer	91.50
Clay Co E M S Assn	Allocation	11000.00
Clay Co Fair & Event Center	Allocation	58128.88
Cooperative Energy Company	Parts	64756.62
Crysteel Manufacturing	Parts	778.37

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Culligan of Spencer	Office Supplies	7.10
Custom Cut Gutters	Buildings	596.00
Daily Reporter	Board Proceedings	716.91
Evertex	Telephone	247.42
Exhaust Pros	Parts	36.95
Fareway Stores	JV Drug Court Meals	34.67
FASTENAL	Buildings	157.70
FleetPride	Parts	500.31
Galls	Uniform	92.41
GRACESOFT	Data Processing	297.00
Billy Gunnerson	Flex	528.41
Marc Gustafson	Flex	20.00
H & N Chevrolet Buick	Vehicle Repairs	3642.45
H & S Roofing Co	Buildings	425.00
H T C Inc	Parts	207.04
Tyler Heck	Postage	33.51
IA County Atty's Assn	Dues & Memberships	520.00
Iowa Lakes Community College	Buildings - Rental	3092.35
IA Lakes Regional Water	Water & Sewer	41.00
IA Negotiation Services	Consulting	1200.00
IA Off State Medical Examiner	Medical Services	2086.00
IA Workforce Development	Buildings	350.00
ICAP IA Communities Assurance	Equipment Insurance	2118.75
ISAC	Data Processing Equipment	12790.00
Jack's Uniforms & Equipment	Uniforms	15.40
Jaycox Implement	Motor Vehicle	4082.90
Jennifer Jensen	Custodial	265.00
Johnston Automotive	Parts	143.95
KAPCO Postal Pack & Ship	Postage	16.76
KC Nielsen	Parts	8533.38
Jeremy Kelley	Rent Payments	400.00
Zachary Larsen	Flex	300.00
Sheryl Lee	Employee Travel Expenses	9.97
Lexis Nexis	Subscription	889.96
Lube-Tech & Partners	Supplies	118.75
L-3 Com Mobile Vision	Radio Equipment	1361.80
Kevin Maassen	Flex	540.00
Mail Services	Mailing	542.70
Mar-Lin Business Supply	Office Supplies	14.17
Marcus News	Board Proceedings	698.00
Matheson Tri-Gas	Grounds Maintenance	19.22
Burlin Matthews	Employee Travel Expenses	243.25
Maxwell Food Equipment	Supplies	11.47
MaxYield Cooperative	Natural & Lp Gas	727.56
McDonald Supply	Buildings	92.51
Tammy McKeever	Flex	104.00
Menards	Buildings	283.23
Midstates Builders	Buildings	11225.00
Midwestern Mechanical	Buildings	3806.00
MSC Industrial Supply	Grounds Maintenance	345.55
Kathryn Murphy	Office Supplies	101.19
Nielsens Tire & Appliance	Service	42.00
North Central Int'l	Parts	1674.24
Northwest Glass Co	Buildings	122.96
Office Systems Company	Office Supplies	309.93

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Pitney Bowes	Office Supplies	242.22
Premier Communications	Telephone	643.97
Quality Traffic Control	Traffic & St Sign	225.00
Quill	Office Supplies	46.46
Rage Inc Bubbles Dry Cleaning	Custodial Supplies	76.50
Road Machinery & Supplies Co.	Parts	1939.01
Royal Telephone Co	Telephone	30.00
Schoeneman Bros	Construction	184.66
Schuelke Powersports	Parts	49.99
Secure Shred Solutions	Shredding	48.00
Solutions	Data Processing	500.00
Spencer Auto Parts	Parts &	2692.06
Spencer Family Care	Medical & Health Services	166.00
Spencer Hospital	Medical & Health Services	3219.58
SMU	Utilities	13757.89
Spencer Office Supplies	Office Supplies	541.35
Sta-Mel Enterprises	Cover Aggregate/Sand/Mate	12356.75
Stanard & Associates	Educational	212.00
Star Energy	Fuels	4272.70
State Steel Supply Co.	Parts	400.30
Terril Telephone Coop	Telephone	8.04
Eric Tigges	Employee Travel Expenses	26.61
Town & Country Disposal	Sanitation & Disposal	146.60
US Cellular	Telephone	599.87
Vander Haag's	Parts	1750.00
Verizon	Telephone	472.74
Windstream	Telephone	41.69
Pam Wingert	Legal	609.85
Woodman Controls Company	Buildings	3000.00
Youngs	Buildings	46.00
Ziegler	Parts	19042.75
Grand Total		277120.96

Motion by Anderson, seconded by Hamrick to approve drainage expenditure from Joint Drainage District #61 CDE, Branch 61 dated April 2, 2019 totaling \$967.00 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 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 April 9, 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.

Hudson Law Firm, PO Box 210, Pocahontas, IA 50574

DD #37 Tel Confs with Co Attorney/Goodwin Re: Status of Lawsuits	\$ 159.50 Stamped
Goodwin Law Office, 311 W Lincoln Way, Suite 1, Ames, IA 50010	
DD#37 Professional Services	<u>\$4,763.75</u> Stamped
Total Drainage Warrants:	\$ 4,923.25

Resolution adopted

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Motion by Skelton, seconded by Hamrick to accept County Auditor's Report of Fees Collected for quarter ending March 30, 2019 totaling \$632.00 with detail on file at the County auditor's office. Motion carried.

Motion by Matthews, seconded by Skelton to accept County Recorder's Report of Fees Collected for period ending March 30, 2019 totaling \$35,138.22 with detail on file at the County auditor's office. Motion carried.

Motion by Anderson, seconded by Skelton to approve the Clay County Clerk's Report of Fees Collected for the quarter ending March 30, 2019 totaling \$27,772.55 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 Matthews, seconded by Hamrick to accept the Sheriff's Quarterly Report of Fees collected for the quarter ending March 30, 2019 totaling \$30,759.81 with detail on file in the County Auditor's office. Motion carried.

Motion by Skelton, seconded by Anderson to accept the March 30, 2019 Sheriff's Quarterly Commissary Account Report with December 31, 2018 beginning account balance of \$6,566.80; total deposits of \$7,868.67; total disbursements of \$7,389.60 and ending bank balance of \$7,045.87. Full account detail on file in the County Auditor's office. 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.

Motion by Anderson, seconded by Matthews to set a Construction Permit Application (Master Matrix) public hearing for Steve Gustin, 3950 300th Avenue, Dickens, Iowa for one new 800 head deep pit swine finisher confinement building as an expansion to an existing swine confinement facility located in the SW ¼ of the SW ¼ of Section 23 of Freeman Township on April 23, 2019 at 11:00 a.m. at the Clay County Administration Building board room. Motion carried.

Motion by Skelton, seconded by Anderson to set a public hearing date of May 21, 2019 at 11:00 a.m. for a change in zoning district from Residential Lake to Lake Multi Family R3 Residential from Dustin Reynolds for a property located at 3284 335th Avenue, Ruthven, IA. Motion carried.

Motion by Anderson, seconded by Matthews to approve and authorize the Chairperson to sign the ISG Scope of Services proposal totaling \$39,000.00 for a facilities assessment for the Clay County Administration Building, Courthouse and Governmental Services Center. Motion carried.

Motion by Matthews, seconded by Skelton to approve and authorize the chairperson to sign the bid of \$7,625.00 from Northwest Iowa Chimney Sweeping, Box 177, Dickens, Iowa 51333 to clean and seal the air ducting system at the Clay County Administration Building. Bid includes 125-man hours at \$55.00 and \$750.00 for materials, which includes sealer. Work will be done between 5:00 p.m. to 10:00 p.m. during the week or Saturday. Motion carried.

Motion by Anderson, seconded by Matthews to approve and authorize the chairperson to sign the estimate of \$6,675.00 from Warren Meier Electric, 526 West 7th Street, Spencer, Iowa 51301 to replace lights in hallway, board room and conference room of the Clay County Administration Building with flat panel LED lights with a lasting time of approximately ten years. This estimate also includes replacing exit lights with LED exit lights. Motion carried.

Motion by Anderson, seconded by Hamrick to approve and authorize the Chairperson to sign the amended and revised Flexible Benefits Plan Document for Clay County as of July 1, 2019. The document was prepared by Employee Benefit Systems. Motion carried.

Motion by Hamrick, seconded by Skelton to approve license application for Class C Native Wine Permit for David Barglof, 2004 360th Street, Spencer, Iowa for Westside Vineyard located at 2055 360th Street, Spencer, IA 51301 pending dram shop insurance certification. Permit is valid for twelve (12) months with effective date of May 1, 2019 and will expire April 31, 2020. Motion carried.

Motion by Skelton, seconded by Matthews to accept and authorize the chairperson to sign the Employee Payroll Request from the Clay County Sheriff's Office for Brian L. Mehan for full time status at an hourly rate of \$28.76 effect April 1, 2019. Brian has been a certified police officer for eleven years and will not receive a raise on July 1, 2019 but will be up for review for a raise with the sheriff's recommendation and the Board's approval in 2020. He will start with two weeks of vacation. Motion carried.

Motion by Anderson, seconded by Skelton to purchase RX radios, antenna, duplexer, repeater controller, coax and adapters from Eric's Repeater Service in the amount of \$1015.00. Motion carried.

9:30 a.m. County Assessor Danika Welsch met with the Board to discuss and review the assessing process of the office. Welsch explained the main components of Iowa's property tax system from valuations, rollback, and tax rates. Some reasons for value changes are construction costs and material changes, community and neighborhood changes, property changes, and real estate or land as an asset or investment. If a property owner disagrees with their value the informal protest period is April 2 thru April 25th. During this period an agreement may be reached with the assessor in the form of a Stipulation Agreement. Due to the federal disaster declaration, the formal protest period has been extended to June 5, 2019.

10:06 a.m. Supervisor Anderson discussed the Compass Pointe Board's decision to close the facility in April, 2019.

10:15 a.m. County Treasurer LeAnn Black gave the Board a departmental update regarding the office to be closed on Tuesday, April 23rd for regional training in Storm Lake, the report of property tax collections totaling over \$28 million leaving \$523 thousand outstanding between now and the June 2019 tax sale which is held the first Monday in June. Black will be bringing forward this April a 28E agreement between the County and the City of Spencer to collect city parking tickets for Board approval.

10:30 a.m. Upper Des Moines Opportunity Executive Director Jamey Whitney and Operations Manager T. J. Thayer presented their semi-annual report to the Board and discussed the annual summary of activities supported by the financial support of Clay County. The UDMO semi-annual program activity summary for Clay County has served 1,684 individuals in 759 household for services ranging from emergency energy services, food and housing programs, senior and youth enrichment programs, and weatherization at a cost of services of \$353,453 at this point. Director Whitney announced that UDMO is moving from the Elderbridge facility to 2512 Hwy Blvd near the KICD Radio Station on April 24th.

10:50 a.m. County Engineer William Rabenberg discussed the construction costs and work done by Secondary Roads for new entrances, widening existing entrances, and removing existing entrances. There are, on an average, forty new driveways installed per year. Engineer Rabenberg will draft proposed changes to the current Driveway and Entrance Policy for the Board's consideration. Road crossing permits were also discussed. Clay County does not require boring under all roads. An update on the blading of grass along roadside in Everly is underway and the delivery of dirt along the west side of the Courthouse was also given.

11:05 a.m. Don Etlter, Senior Project manager at Bolton & Menk, Inc. of Algona, IA spoke with the Board regarding FEMA flooding repairs regarding drainage districts. A neighboring county received an email about placement of riprap in ditches. A Federal request to use bio-engineered solutions instead of riprap was started in eastern Iowa. If bio engineering is used there would not be the Federal Environmental Assessment required.

11:30 a.m. Iowa Drainage District Assoc. Executive Director John Torbert gave the Board the semi-annual Drainage update regarding the new Clean Water Act law progress, Iowa appropriations associated with Conservation sales tax initiative, and the fact that the Waters Of The US (WOTUS) is still in the Federal appeal process.

The Board discussed County Government activities opportunities and notifications.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Anderson reported on the Compass Pointe Board meetings, and the oath of office with Deputy Sheriff Mehan. Supervisor Skelton updated on the Law Enforcement Planning Council (LEPC) meeting and a phone call from a Clay County resident. Supervisor Swanson reported on the Public Health Board meeting, the Spencer Industries Foundation meeting, and an upcoming Emergency Medical Services meeting. Supervisor Matthews updated on the Airport Board meeting, the Conservation Board meeting, and meetings with ISACS and ISAC. Supervisor Hamrick reported on the County Custodial meeting.

The Chairperson adjourned the meeting at 1:00 p.m. to convene at the next Auditor's called meeting April 16, 2019 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Randy Swanson, Chairperson

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