

## Clay County Board of Supervisor's Minutes from Meeting 18 held on June 4, 2019

The Clay County Board of Supervisors met pursuant to adjournment June 4, 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 June 4, 2019 be amended to include the County Sheriff employee request to hire the Criminal Administrative Assistant position and to receive 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 #17 held May 21, 2019 are hereby approved as corrected in the narrative from the Spencer Hospital and then 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 as allowed June 4, 2019. Ayes: Anderson, Hamrick, Matthews, Skelton, Swanson. Nays: None. Abstentions: None. Resolution adopted.

### Publication List by Vendor

Advanced Door Systems	Construction	88.00
Advanced Systems	Copier Contract	351.27
Advanced Systems	Copier Contract	590.35
Airgas USA	Supplies	257.16
Albert Lee Seed	Fertilizer & Seed	66.00
Alliant Energy	Electric Light & Power	248.72
Barry Anderson	Flex	393.45
Arctic Ice Company	Concessions	46.00
Arnold Motor Supply	Parts	737.37
ASP Promotions	Uniforms	149.20
Ayrshire Farmers Mutual	Telephone	28.76
Barco Municipal Products	Traffic & St Sign	1548.40
Black Hills Energy	Natural & Lp Gas	50.31
Rodney Boernsen	Mileage	7.70
Bomgaars	Safety Supplies	727.10
C & B Operations	Parts	357.12
Campus Cleaners	Supplies	79.84
Central Iowa Distributing	Custodial Supplies	228.00
Cintas Corporation	Uniforms	40.00
Cintas Corp	Safety Supplies	64.22
City of Royal	Water & Sewer	52.50
City of Spencer	Allocation	25000.00
City of Webb	Water & Sewer	88.50

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Clay County Treasure	Land Improvements	32625.26
Casey Climer	Flex	140.00
Coffman's Locksmith	Buildings	13.00
Crescent Electric Supply	Construction	284.00
Daily Reporter	Publication	99.00
Debra M Mc Keever	Depositions	54.00
David Decker	Flex	300.00
Matthew Dehrkoop	Flex	300.00
Del's Garden Center	Recreational Supplies	361.60
Diamond Mowers	Parts	1110.82
Diamond Vogel	Parts	1350.99
Stephanie Early	Depositions	19.00
Evertex	Telephone	337.02
FASTENAL	Buildings	84.27
Galen's Pro-Mow	Parts	540.96
Graham Tire Co	Tires & Tubes	489.84
Marc Gustafson	Data Processing Serv.	390.94
Arthur Hamrick	Employee Travel Expenses	344.10
Hargens Court Reporting	Depositions	91.00
Jason Hass	Safety Supplies	80.00
Tyler Heck	Flex	820.81
Michael Heikens	Mileage	3.50
Hy-Vee	Food & Provisions	5927.75
IA County Conservation System	Dues & Memberships	2000.00
IA Division of Labor Services	Buildings	160.00
Iowa Lakes Community College	Rental	3147.88
IA Law Enforcement Academy	Education	75.00
IA Prison Industries	Buildings	5074.38
IA State Bar Assoc	Dues & Memberships	260.00
Janitors Closet	Custodial Supplies	200.86
Jaycox Implement	Parts	1126.44
Jennifer Jensen	Custodial	200.00
Debra Jessen	Mileage	18.90
Johnston Automotive	Parts	156.39
Kent Kimball	Mileage	11.90
Robert Kluender	Safety Supplies	80.00
Koenig Portable Toilets	Engineering Services	656.25
Mail Services LLC	Postage & Mailing	602.78
MAILFINANCE	Postage & Mailing	419.88
Mar-Lin Business Supply	Office Supplies	66.39
Mastercard	Recreational Supplies	112.19
Matheson Tri-Gas	Grounds Maintenance	21.08
MaxYield Cooperative	Chemicals & Gasses	445.00
Menards - Spencer	Buildings	1200.33
Michael Todd & Co	Buildings	688.81
Midwest Technology Services	Telephone	187.50
Miller Plumbing & Heating	Buildings	154.56
James Montgomery	Safety Supplies	50.00
MSC Industrial Supply	Grounds Maintenance Suppl	79.34
No Limits Outdoors	Recreational Supplies	26.17
North Central Int'l	Parts	240.94
North Star Insulation	Buildings	500.00
NW IA Chimney Sweeping	Fixed Plant Equip	7625.00
Premier Communications	Telephone	572.82
Presto X Company	Buildings	135.00

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Prosecuting Aty Training	Education	70.00
William Rabenberg	Employee Travel Expenses	208.60
Eric Ring	Flex	300.00
Sanford Health	Education	942.40
Darrel Santage	Flex	677.50
Joseph Schueller	Flex	240.00
Darla Sheasley	Flex	50.74
Snap On Tools Corp	Hand Tools	332.00
Lynnette Soden	Flex	476.18
Solutions	Data Processing Equipment	16332.95
Spencer Hospital	Flex	7988.09
SMU	Telephone	1151.01
Spencer Office Supplies	Office Supplies	394.56
Staples	Office Supplies	163.44
State Steel Supply Co.	Parts	112.68
Staybridge Suites West DM	Employee Travel Expenses	105.28
Terril Telephone Coop	Telephone	8.04
US Cellular	Telephone	684.65
Van Diest Supply Co	Chemicals & Gasses	600.00
Verizon	Telephone	472.12
VISA	Parts	3506.05
Walmart Community/SYNCB	Office Supplies	69.88
Warren Meier Electric	Buildings	630.00
Windstream	Telephone	41.69
Grand Total		138821.48

Motion by Matthews, seconded by Skelton to approve drainage expenditures from Joint Drainage District #61, dated July 3, 2018 totaling \$15,025.29, \$170.00 for backhoe services on ditch clean out, payable to Sam Wedeking Excavating, Inc., 25187 Hwy 9 & 71, Spirit Lake, Iowa 51360; \$579.90 for engineering services to Jacobson-Westergard & Assoc, 105 South Street, Estherville, IA 51334; \$13,727.84 to Dickinson County News, PO Box AE, Spirit Lake, IA 51360 for publication of Reclassification and Dickinson County Auditor, 1802 Hill Avenue, Spirit Lake, IA 51360 for \$547.55 for Reclassification postage. County Auditor is instructed to return the billing to Dickinson County Auditor for payment after approval. Motion carried.

Motion by Anderson, seconded by Hamrick 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 June 4, 2019. The County Auditor is directed to issue stamped warrants from drainage districts which currently have insufficient funds. Ayes: Supervisors Anderson, Hamrick, Matthews, Skelton and Swanson. Nays: None. Abstentions: None.

Julian Johnson, 520 Allen Street, Laurens, Iowa 50554

Jt DD #22 Main	Beaver Bounty	\$ 650.00
Hudson Law Firm, PO Box 210, Pocahontas, IA 50574		
DD#37	Tele Conf's regarding D.D. #37	\$ 409.75 Stamped
Clemen Construction, 2416 210 <sup>th</sup> Street, Milford, Iowa 51351		
DD#78	Tile Repairs, Sec 8, Lake Twp	\$ 195.00
Hass Construction, 403 East Front Street, Peterson, Iowa 5147		
DD#120 Main	Tile Repair	\$ 334.00
Total Drainage Warrants:		<b>\$ 1,588.75</b>

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Resolution adopted.

**8:35 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. LeAnn Black- County Treasurer**

Motion by Hamrick, seconded by Anderson to approve Certificate of Adjustment #2302 on receipts #10-15391-01, #90-12290-01 and #10-15434-01 for City of Spencer on a property located at 221 West 2<sup>nd</sup> Street, Spencer, IA for fiscal year 2015/2016 and 2016/2017 and payable 2016/2017 and 2017/2018. Adjustment made necessary due to the following: Delinquent property taxes on abandoned property in the City of Spencer which is now owned by the City of Spencer. Total to deduct \$2,517.00. Motion carried.

Motion by Skelton, seconded by Hamrick to approve Certificate of Adjustment #2303 on receipts #10-15459-01 and #90-12323-01 for City of Spencer on a property located at 222 West 2<sup>nd</sup> Street, Spencer, IA for fiscal year 2016/2017 and payable 2017/2018. Adjustment made necessary due to the following: Delinquent property taxes on abandoned property in the City of Spencer which is now owned by the City of Spencer. Total to deduct \$1,360.00. Motion carried.

Treasurer Black gave the Board a departmental update related to the upcoming County tax sale scheduled for Monday, June 17<sup>th</sup> on-line from 9:00 a.m. to 10:30 a.m. There is nearly \$95,000 in delinquent taxes that will be offered for tax sale. Black also stated that the driver's license portion of her office will be closed on June 19<sup>th</sup> for training.

**9:15 a.m. Kim Wilson - Community Services Director -**

Motion by Anderson, seconded by Matthews to approve and authorize the Chairperson to sign an exception to policy for the burial assistance of a deceased Clay County resident. Motion carried.

**9:45 a.m. William Rabenberg - County Engineer**

Motion by Anderson, seconded by Matthews to approve FY2019-2020 Fuel Contract between Clay County and Cooperative Energy and authorize the Chairperson to sign the contract.

Engineer Rabenberg gave the Board a departmental update regarding roads.

Motion by Matthews, seconded by Anderson to accept and authorize the Chairperson to sign the Employee Payroll Requests from the Conservation Department for a one time annual pay increase of \$.25 per hour for: Erin Lenz, Norb Manwarren, Logn Heissel, and Chandler Halverson, starting May 20, 2019. Motion carried.

Motion by Matthews, seconded by Skelton to accept and authorize the Chairperson to sign the Employee Payroll Requests from the Conservation Department for Scharnberg Concessions Staff with Temporary/Seasonal status and a start date of May 24, 2019: Angela Graham at \$9.75 per hour; Kim Weeks at \$9.75 per hour; Audra Echtenkamp at \$9.75 per hour; Becky Conley at \$11.25 per hour; Karen Bauermeister at \$10.00 per hour; Ryan Nemmers at \$10.00 per hour; Missy Fox at \$10.00 per hour; and Julie Hanson at \$10.00 per hour. Motion carried.

Motion by Anderson, seconded by Skelton to accept and authorize the Chairperson to sign the Employee Payroll Requests from the Sheriff Department to hire Danielle L. Julius as the Criminal Administrative Assistant effective June 17, 2019 at an hourly rate of \$18.00 based on 2080 hours per year. The next wage review will be for FY2021 and will be with the recommendation of the County Sheriff and approval of the Board of Supervisors. Motion carried.

Motion by Skelton, seconded by Matthews to approve quote of \$8,929.00 from Quail Construction, 4045 Highway 71, Spencer, IA 51301 for materials and labor to remove and replace concrete at the Clay County Courthouse and build a metal roof access ladder at the Governmental Services Building and authorize the Chairperson to sign. Motion carried.

Motion by Anderson, seconded by Hamrick to approve the proposal of \$2,700.00 to furnish materials and labor from Roofing Technologies, 2712 Highway Blvd, Spencer, IA to repair the roof at the Governmental Services Center Building (GSC) and authorize the Chairperson to sign. Motion carried.

Motion by Anderson, seconded by Hamrick to approve the quote of \$5,024.00 for eight (8) WatchGuard AP325 access points and WatchGuard Mobile VPNSec-Licenses to secure the Precinct Atlas laptops for elections and authorize the County Auditor to sign. Motion carried.

Motion by Matthews, seconded by Hamrick to authorize the Chairperson to sign the annual Licensed Code Support Agreement between Clay County and Solutions, Inc., 2311 West 18<sup>th</sup> Street, Spencer, IA. This agreement is effective July 1, 2019 at a total cost of \$37,400.00 which covers the computer software modules used by each county office or department according to Exhibit A of the Agreement. Motion carried.

Motion by Skelton, seconded by Matthews to authorize the Chairperson to sign the annual Information Technology Services Statement of Work between Clay County and Solutions, Inc., 2311 West 18<sup>th</sup> Street, Spencer, IA. This agreement is effective July 1, 2019 at a total cost of \$31,392.00 which covers the Web Hosting Agreement with three domain names at no additional cost, the IBM I Server Management at \$2,400.00, and the "Silver" Managed Services Agreement at \$28,992.00 with discounted travel of \$250.00 per technician per day. Motion carried.

Motion by Anderson, seconded by Hamrick to authorize the Clay County Sheriff to sign the annual Information Technology Services Statement of Work between Clay County and Solutions, Inc., 2311 West 18<sup>th</sup> Street, Spencer, IA. This agreement is effective July 1, 2019 at a total cost of \$12,522.00 which covers the "Silver" Managed Services Agreement with discounted travel of \$250.00 per technician per day. Motion carried.

Motion by Matthews, seconded by Skelton to schedule Drainage District #37 Trustee Petition Canvass for June 18, 2019 at 1:30 p.m. in the boardroom of the Clay County Administration Building, 300 W 4<sup>th</sup> Street, Spencer, Iowa 51301. Motion carried.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Swanson had no meetings to report. Supervisor Skelton updated on the UDMO meeting, and the Local Emergency Planning Committee (LEPC) meeting. Supervisor Anderson reported on the Season's Board meeting, the IWD meeting, an APEX meeting, the YES Center Board

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meeting, the NWIACC Board meeting, and the Spencer Hospital meeting with Kim Wilson regarding psychiatric care. Supervisor Matthew reported on a Revolving Loan meeting and a meeting with Representative Jones. Supervisor Hamrick reported on the County safety meeting.

The Chairperson adjourned the meeting at 10:24 a.m. to convene at the next Auditor's called meeting June 18, 2019 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Randy Swanson, Chairperson