

Clay County Board of Supervisor's Minutes from Meeting 22 held on July 9, 2019

The Clay County Board of Supervisors met pursuant to adjournment July 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 Hamrick, seconded by Matthews that the Board meeting agenda for July 9, 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 #20 held June 25, 2019 and Board Meeting #21 held July 2, 2019 are hereby approved as submitted. Motion carried.

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

Publication List by Vendor

A & M Laundry	uniforms	176.68
Advanced Door Systems	Maint.	8.00
Advanced Network Professionals	backups	200.00
Advanced Systems	copier charges	158.82
Advanced Systems	copier charges	673.36
Alliant Energy	utilities	427.25
Alpha Wireless Comm	equip chgs	2870.84
Arctic Ice Company	concessions	142.00
Arnold Motor Supply	parts	60.50
Asher Motor Co	Parts	36.25
Axon Enterprise, Inc	Radio chgs	210.00
Ayrshire Farmers Mutual	Telephone	184.33
Black Hills Energy	Utilities	72.78
Black Hills Energy	Utilities	152.12
Blacktop Service Company	Engineering Services	2634.40
Bomgaars	misc	445.91
Bound Tree Medical	Supplies	134.89
Boyer Trucks	Parts	157.41
Bud's Service	Fuels	53.40
Kristi Busse	depositions	10.00
C & B Operations LLC	Parts & Access	2111.98
Campus Cleaners	Rugs/mops	97.09
Canon Fin Services	copier charges	163.71
Bill Caskey	Rent Payments	520.00
Cemcast Pipe & Precast	materials	13839.16
CenturyLink	Telephone	13249.13
Cintas Corporation	Uniform	40.00
City of Everly	utilities	64.67

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City of Royal	utilities	52.50
City of Spencer	com ctr chgs	20307.88
City of Webb	utilities	85.50
Clark Equipment Co	Parts	59132.89
Clay Co EMS Assn	equip/training	6370.83
Clay Co Flex Plan/Medical Exp	Emp Grp Health Ins-Co Con	6810.12
Clay Co Sec Road Fund	Fuels	1520.66
Coast to Coast Computer Prod	Office Supplies	52.99
Coast to Coast Solutions	Recreational Supplies	785.31
Coffman's Locksmith	Buildings	90.50
Becky Conley	Supplies	69.00
Contech Engineered Solutions	materials	63242.90
Cooperative Energy Company	Buildings	22391.70
Cost Advisory Services, Inc	services	4125.00
Crescent Electric Supply	Buildings	793.90
Culligan	water	19.70
Daily Reporter	publications	17.47
Dave's Sand & Gravel Inc	Construction	172.45
DCI-SOR	Registrations	120.00
Diamond Mowers	Parts	4442.22
Diamond Vogel	paint	1226.24
Dickinson Co News	publications	180.00
DLT Solutions	Engineering Supplies	5519.72
Don Pierson Ford	Parts	211.71
Employee Benefit Systems	PSF Allocation	30000.00
Everttek	Telephone	251.66
FASTENAL	Hardware	188.89
FleetPride	Parts	644.56
Foundation Analytical Lab	testing	428.85
Frank Dunn Company	Cover Aggregate/Sand/Mate	799.00
Galen's Pro-Mow LLC	Buildings	97.85
GeoComm Corporation	Hardware	5610.00
Glen's Sport Center	Parts	369.65
Graham Tire Co	Tires & Tubes	85.90
H & N Chevrolet Buick	Lubricants	46.50
Harrison Truck Centers	Parts	587.92
Hartley Sentinal	Board Proceedings	534.71
HD Supply Facilities Maint	Custodial Supplies	180.10
Hoffman Filter Service	Parts	55.00
Hotsy Equipment Co	Minor Equip & Hand Tools	215.85
Hudson Law Firm	Other Professional & Tech	90.75
Hydraulic Solutions	Parts	900.53
I.C.E.O.O.	Expenses	200.00
IA County Atty's Assn	registration	150.00
IA County Aty Case Mgt	Data Processing Serv.	7350.00
IA Lakes Community College	Parts	264.65
IA Lakes Regional Water	Water	504.79
IA Negotiation Services	services	1350.00
IA Off State Medical Examiner	Services	2109.00
IA Prison Industries	misc	241.40
Iowa State University	registration	65.00
IMWCA	workers comp	8629.00
Innovative Rescue Solutions	Supplies	967.00
ISAC	registration	420.00
Jack's Uniforms & Equipment	Uniforms	98.23
Janitors Closet	Supplies	752.01
Jaycox Implement	Parts	593.16
Johnston Automotive	Parts	108.89

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KC Nielsen LTD	Parts	1158.53
Jeremy Kelley	Rent Payments	400.00
Lexis Nexis	Law library	889.96
Joshua Long	Flex	619.00
Lost Island Sanitary Dist	Sanitation & Disposal Ser	875.00
Lube-Tech & Partners	Lubricants	2625.18
Mar-Lin Business Supply	Supplies	180.70
Marcus News	publications	546.00
The Master's Touch	Office Supplies	47.33
Matheson Tri-Gas	Supplies	20.40
Tammy McKeeever	Expenses	43.54
MD Products & Solutions	Construction & Maint.	2898.00
Menards	Buildings	100.16
Michael Todd & Co	Traffic & St Sign	765.34
Midwest Unlimited	Hand Tools	7968.00
Kathryn Murphy	mileage	27.71
New Sioux City Iron Co	misc	16.98
Nielsens Tire & Appliance	tires	182.00
North Central Int'l Inc	Parts	491.45
Office Systems Company	Supplies	59.99
James OHearn	Safety	100.00
Kyle Patten	mileage	14.00
Carolyn Plueger	Legal serv	146.25
Premier Communications	Telephone	638.12
Quail Construction	Buildings	8929.00
Racom Corporation	Equipment	14871.36
Christopher Raveling	Expenses	18.95
Monica Rehnstrom	Mileage	13.03
Road Machinery & Supplies	Parts	797.40
Royal Telephone	Telephone	30.00
Barry Sackett	Flex	1000.00
Secretary of State	Notary	30.00
Sherwin Williams	Paint	36.17
Sidwell Company	misc serv	1754.00
Snap On Tools Corp	Tools	55.00
Solutions	Data Processing Serv.	13859.00
Southeast Dist of Assr	registration	350.00
Spencer Auto Parts	Parts	945.69
Spencer Hospital	IDPH Funding	5050.94
SMU	utilities	11205.81
Spencer Office Supplies	Supplies	3338.67
Spencer Red Power	Parts	919.50
Squire Shoppe	Wearing Apparel & Uniform	78.00
Star Energy	Fuels	522.07
Stratford Gravel	Engineering Services/Cont	141115.20
Kristin Teel Official Court Re	Depositions	16.50
Terril Telephone Coop	Telephone	8.04
Mark Thompson	misc	19.14
Thrifty White Stores	Supplies	262.11
Town & Country Disposal	Sanitation & Disposal Ser	920.57
US Cellular	Telephone	713.84
U S Postmaster	Postage	165.00
Megan Van Schepen	Flex	201.62
Verizon	Telephone	472.12
Warner Funeral Home	Burial Services	1800.00
Wells Fargo	Lease agrmt	577.12
Danika Welsch	flex	44.80
Wessels Oil Co Inc	Cover Aggregate/Sand/Mate	5231.25

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Western IA Tourism Region	Dues	150.00
Windstream	Telephone	41.69
Jackie Woodall	well closure	500.00
Woodbury County Sheriff	services	30.00
James A Worm	Expenses	174.82
Ziegler Inc	Construction & Maint.	522230.00
Grand Total		1060818.77

Motion by Matthews, seconded by Hamrick to approve drainage expenditure from Joint Drainage District #61 CDE, Branch 61 dated July 2, 2019 totaling \$3,155.45 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 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 June 9, 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.

Clay County Secondary Roads, 300 W. 4 th Street, Spencer, IA 51301		
DD #38	Tile Excavation & Jetting	\$ 156.95
Hudson Law Firm, PO Box 210, Pocahontas, IA 50574		
DD #37	Tel Conference	\$ 68.75
Plumbing & Heating Wholesale, Inc., PO Box 294, Sioux Center, IA 51250		
DD #38	Tile Supplies	\$ 91.84
Koenig Portable Toilets, PO Box 1312, Spencer, IA 51301		
DD #40	Jet field tile	\$ <u>125.00</u>
Total Drainage Warrants:		\$ 442.54

Motion by Skelton, seconded by Anderson to accept County Auditor's Report of Fees Collected for quarter ending June 30, 2019 totaling \$501.50 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 June 30, 2019 totaling \$38,377.99 with detail on file at the County auditor's office. Motion carried.

Motion by Anderson, seconded by Hamrick to approve the Clay County Clerk's Report of Fees Collected for the quarter ending June 30, 2019 totaling \$27,133.84 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 Skelton, seconded by Matthews to accept the Sheriff's Quarterly Report of Fees collected for the quarter ending June 30, 2019 totaling \$30,215.76 with detail on file in the County Auditor's office. Motion carried.

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Motion by Matthews, seconded by Anderson to accept the June 30, 2019 Sheriff's Quarterly Commissary Account Report with March 31, 2019 beginning account balance of \$7,045.87; total deposits of \$24,579.18; total disbursements of \$27,80.47 and ending bank balance of \$3,784.58. Full account detail on file in the County Auditor's office. Motion carried.

Motion by Skelton, seconded by Hamrick to accept the County Treasurer's Semi-Annual Report for period ending June 30, 2019 with detail on file at the auditor's office. Motion carried.

9:00 a.m. William Rabenberg – County Engineer

It was moved by Matthews, seconded by Anderson, to adopt the following resolution:

**Resolution to Revise Clay County
2020 Five Year Construction Program
Resolution No. 2019-23**

WHEREAS, Unforeseen circumstances have arisen since adoption of the approved Secondary Road Construction Program, and previous revisions, requiring changes to the sequence, funding and timing of the proposed work plan, and

WHEREAS, The Board of Supervisors of Clay County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project(s) in the accomplishment year (State Fiscal Year 2020), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instructional Memorandum 2.050.

WHEREAS, the Clay County Board of Supervisors; approved the following Priority Year projects to be ADDED to the Program's Accomplishment year: Project Number LFM-6719-7X-21; Local ID North Y Paving; TPMS# 39484 located on B19 from 175' East of Hwy #71 East 444' along NLINE S31-T97-R36 a length of .08 mile; and AADT Length 1655. The type of work is PCC Paving and on a LOCAL fund basis. The Accomplishment year new amount is \$180,000.00.

Fund ID	Accomplishment Year (\$100's of dollars)		
	Previous Amount	New Amount	Net Change
Local Funds	\$0	\$0	\$0
Farm to Market Funds	\$1800	\$1800	\$0
Special Funds	\$300	\$480	\$180
Federal Aid Funds	\$0	\$0	\$0
SWAP Funds	\$1697	\$1697	\$0
Total Construction Cost (All funds)	\$3797	\$3797	\$180
Local 202 Construction cost totals (Local Funds + BROSJ FA funds)			\$0

The above and foregoing resolution was adopted by the Board of Supervisors of Clay County, Iowa, this 9th day of July 2019, and the vote thereon being as follows:

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

/s/Randy Swanson, Chairperson

ATTEST: /s/ Marjorie A. Pitts, County Auditor

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Engineer Rabenberg gave the Board an update on utility permits issued to Iowa Lakes Electric Coop and Black Hills Energy. The Board and Rabenberg also discussed the upcoming INREC 7 County Grant meeting to be held in Fort Dodge, IA on July 17, 2019.

9:30 a.m. Assistant County Attorney Barry Sackett gave the Board a departmental update from the civil division of the County Attorney's office.

9:45 a.m. The Board met with GIS Coordinator James Worm and received a departmental update regarding a recent training session with county fire department personnel. The training involved information on the National Grid System. Worm explained the components of the grid system and furnished examples of the map notebooks that each fire department has received. The training exercise to utilize the National Grid System was held at the Clay County Fairgrounds 4-H Building.

10:00 a.m. Adam Harris-System Administrator and Shanae Haan, Sales Account Administrator for GMD Solutions, Inc., Spencer, IA met with the Board to present proposals for Office 365 SaaS Protection to provide back up and recovery of emails, contacts, calendar events, email attachments, and SharePoint documents for all county users. Harris and Haan also discussed a hardware upgrade related to our SIRIS server backup system. The SIRIS 4 has 10 TB local storage and configured for 15% annual growth allowance. The SIRIS 4 error correcting RAM ensures no data corruption and allows virtualization in under a minute.

Motion by Hamrick, seconded by Anderson to accept and authorize the county auditor, Marjorie Pitts to sign the three-year proposal from Solutions, Inc., 2311 West 18th Street, Spencer, Iowa 51301 for SIRIS 4-rack mounted system with automated backups for total data protection. This agreement is \$1,040.75 per month or \$12,489.00 per year. Motion carried.

Motion by Anderson, seconded by Hamrick to accept and authorize the Chairperson to sign the Employee Payroll Request for Michael E. Garland, Jr from the Clay County Jail for full time status at an hourly rate of \$16.55 per hour starting July 2, 2019. Motion carried.

Motion by Matthews, seconded by Skelton to accept and authorize the Chairperson to sign the Employee Payroll Request for Jim Joenks from the Secondary Roads Department for change in hourly rate to \$24.56 per hour starting July 26, 2019 due to longevity increase for twenty years of continued service. Motion carried.

Motion by Matthews, seconded by Anderson to approve and authorize the Chairperson to sign the Amendment to Contract for Sanitary Landfill Services with the City of Spencer. The amendment provides for a term continuing until the 30th day of June 2020 and the charge commencing with the month of July 2019 shall be increased to the amount of \$7,998.00 per month, which shall be paid monthly through the month of June 30, 2020. Motion carried.

Auditor Marge Pitts gave the Board a departmental update and summary analysis of the FY2019 year end status of fund balances and expense summaries of each of the County's administrative buildings.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Matthews reported on the Airport Board meeting, RIDES Board meeting, and the

Season's Center Board meeting. Supervisor Anderson updated on the close out processes of Compass Point, the Iowa Workforce Development (IWD) Board meeting, and the NWIACC Mental Health Board meeting. Supervisor Skelton reported on the Upper Des Moines Opportunity newsletter. Supervisors Hamrick and Swanson had no meetings to report on at this time.

The Chairperson adjourned the meeting at 10:56 a.m. to convene at the next Auditor's called meeting July 23, 2019 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Randy Swanson, Chairperson