

Clay County Board of Supervisor's Minutes from Meeting #14 held on April 21, 2020

The Clay County Board of Supervisors met pursuant to adjournment April 21, 2020 at 8:30 a.m. in the boardroom with Chairperson Skelton presiding and with the following other members present: Supervisors Swanson, Matthews, Hamrick, Assistant County Attorney Barry Sackett, and Deputy Auditor Ann Baschke as clerk for the meeting. Chairperson Skelton led the meeting in the Pledge of Allegiance. Guests: Alison Kutzbach, Marge Pitts and Joe Hopper via video conference.

Due to the protective measures taken by the Clay County Board of Supervisors from the COVID-19 Pandemic the Board of Supervisor members and guests are attending the meeting via video conferencing.

Unless otherwise indicated, all of the motions offered at this meeting were carried with the following vote: Ayes: Swanson, Anderson, Matthews, Hamrick, and Skelton. Nays: None. Abstentions: None.

Motion by Hamrick, seconded by Swanson that the Board meeting agenda for April 21, 2020 be received and placed on file with the County Auditor as approved. Motion carried.

Motion by Matthews, seconded by Hamrick that the minutes of the Board Meeting #13 held April 7, 2020 are hereby approved with corrections on page 5 regarding the Drainage District #2 meeting attendees and page 8 the attendees during the IGHCP meeting with Denise Ballard. Motion carried.

Supervisor Anderson joins the video conference at 8:34 a.m.

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 April 21, 2020. Ayes: Anderson, Hamrick, Matthews, Skelton, Swanson. Nays: None. Abstentions: None. Resolution adopted.

	Publication List by Vendor	
A-1 Portables	portable toilet	96.00
ANP	dp backup	200.00
Alliant Energy	Electric	169.02
Alpha Wireless Comm	Hardware	9975.42
Arnold Motor Supply	Supplies	188.73
Ayrshire Farmers Mutual Tele	Telephone	617.20
Black Hills Energy	utilities	1502.31
Bound Tree Medical	Supplies	47.43
Bud's Service	service	104.75
Buena Vista Co Treasurer	taxes	762.00
Kristi Busse	flex	959.21
Canon Fin Services	copier charges	478.14
Centec Cast Metal Products	Grave Markers	363.63
Christian Home Association	services	761.98
Cintas Corporation	uniforms	260.00
City of Everly	library allocation	3385.85
City of Peterson	library allocation	3646.30
City of Royal	library allocation	3125.40
City of Spencer	landfill/allocation	18416.00
City of Webb	library allocation	2864.95
Clay Co Emerg Mgt Agency	allocation	7914.58

Clay County Board of Supervisors

April 21, 2020

Clay Co Fair & Event Center	Alloc/LOSST	37890.07
Clay Co Sec Road Fund	Fuels	666.69
Clay County Heritage	allocation	7500.00
Clay County Treasurer	Land	2090.00
Coffman's Locksmith	Buildings	19.50
Crittenton Center	services	1446.15
Daily Reporter	publications	933.42
DASH Medical Gloves	Safety Items	127.80
DAV of Iowa	Motor Vehicle	7500.00
De Linda Leu	services	77.50
Debra McKeever	services	390.00
Dixon Construction Co	Roads	42777.00
Evertex	Telephone	1780.00
FMX	Data Processing Serv.	487.89
Frontier Precision	Drone	10000.00
Galen's Pro-Mow	Lubricants	29.64
Gordon Flesch Company	copiers	472.59
Greg's Repair	service	13.70
H & N Chevrolet Buick	Parts	590.00
Arthur Hamrick	flex	299.15
Hargens Court Reporting	service	36.00
Hodgin's Manufacturing	misc	992.00
Holiday Inn	Expenses	665.28
Hydraulic Solutions	Parts	273.45
IA Lakes Corridor Devlp	allocation	12500.00
IA Lakes Electric Coop	utilities	581.00
IA Lakes Regional Water	Water	486.63
IA Prison Industries	misc	4373.28
IA Workforce Development	Unemployment Compensation	3773.85
ICAP	insurance	5000.00
J.R. Jim Howe Septic Tank	Buildings	685.00
J&T Rentals	Rental	1500.00
Janitors Closet	Supplies	552.65
Karl Chevrolet	key boards	1681.80
Kossuth Co Emergency Mgmt	supplies	120.00
Lexis Nexis	law library	899.52
Joshua Long	flex	128.00
Kevin Maassen	flex	98.32
Mail Services	postage/service	550.94
Mar-Lin Business Supply	Supplies	183.54
Burlin Matthews	flex	803.72
Tammy McKeever	expenses	77.45
Menards	Buildings	49.48
Midwest Fence & Gate C	Buildings	778.21
Molly & You	misc	2710.00
NW IA Planning & Dev	services	80.00
NWIACC	distribution	69594.00
Office Depot	Supplies	186.71
Peterson Heritage	allocation	1000.00
Heather Pullen	flex	85.48
Quadient Leasing	Postage	1525.00
Quail Law, PLC	Services	1250.00
R.S.V.P.	allocation	566.50
Racom Corporation	Radio equip	297.00
Ricoh USA	copier charges	236.96
RIDES	allocation	7500.00
Glenn Rouse	flex	90.25
Royal Telephone Co	Telephone	1016.37

Clay County Board of Supervisors

April 21, 2020

Safety-Kleen Systems	Parts	367.00
Sentinel	publication	1258.06
Shield Technology Corp	Hardware	200.00
Shred-It USA	shredding	65.27
Solutions, Inc	data proc	1776.10
Spencer Area Activity Center	allocation	5750.00
Spencer Auto Parts Inc	Parts	2557.45
Spencer Family Care	Services	745.00
Spencer Hospital	PHN/IDPH funding	22812.69
SMU	utilities	9172.98
Spencer Office Supplies	Supplies	4098.92
Star Energy LLC	Fuels	3390.94
Amy Strohman	training/mileage	96.50
Catherine Swart	flex	300.00
The Cartridge Connection	Supplies	394.90
Thrifty White Stores	Services	83.73
Eric Tigges	Supplies	42.80
Eric Tomlinson	Rent Payments	240.00
Town & Country Disposal	garbage	74.00
Treas - State of Iowa Sales/Us	Hotel / Motel Tax	131.00
U S Postmaster	Postage	165.00
Verizon	Telephone	367.27
Walmart Community/SYNCB	Supplies	52.61
Warren Meier Electric	Buildings	621.60
Danika Welsch	flex	39.79
Windstream	Telephone	41.69
Woodward Youth Corporation	Sevices	93.30
Grand Total		348796.99

Motion by Matthews, seconded by Swanson to adopt the following resolution: BE IT HEREBY RESOLVED by the Board of Supervisors approve expenditures for the bi-weekly payroll covering April 3, 2020 through April 16, 2020 payable on April 21, 2020 and that the County Auditor be hereby authorized and directed to issue the warrants. Ayes: Anderson, Hamrick, Matthews, Skelton, Swanson. Nays: None. Abstentions: None. Resolution adopted.

Motion by Matthews, seconded by Anderson to adopt the following resolution: BE IT HEREBY RESOLVED by the Board of Supervisors to approve the payment of drainage claims from Bolton & Menk, 1960 Premier Drive, Mankato, MN 56001 of \$1,235.00 for Wetland Rules Compliance, Court and testimony on Drainage District #37; of \$437.50 for FEMA disaster repairs on Drainage District #2 and of \$350.00 for Mitigation Wetland, permit compliance monitoring for Drainage District 2 . Claims totals \$2,022.50 and will be issued as a stamped warrant. Detail on file with the County Auditor's Office. Ayes: Anderson, Hamrick, Matthews, Swanson, and Skelton. Nays: None. Abstentions: None. Resolution adopted.

Motion by Swanson, 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 be hereby authorized and directed to issue warrants, against the various settlement of such claims as allowed April 21, 2020. County Auditor is directed to issue stamped warrants from drainage districts which currently have insufficient funds. Detail on file with the County Auditor's Office. Ayes: Anderson, Hamrick, Matthews, Swanson and Skelton. Nays: None. Abstentions: None. Resolution adopted.

Stacey Krieger

Beaver Trapping

D. D. #37

\$ 1,500.00

Clay County Board of Supervisors

April 21, 2020

Laef Lundbeck	Beaver Trapping	D.D. #23	\$ 200.00
Tim Boisen	Beaver Trapping	D.D. 47	\$ 150.00
Brian Bland	Beaver Trapping	D.D. #112	\$ 400.00
Brian Bland	Beaver Trapping	D.D. #16	\$ 300.00
Total Drainage Warrants:			\$ 2,550.00

Motion by Matthews, seconded by Swanson to accept County Auditor's Report of Fees Collected for quarter ending March 31, 2020 totaling \$453.00 with detail on file at the County auditor's office. Motion carried.

Motion by Anderson, seconded by Hamrick to accept County Recorder's Report of Fees Collected for period ending March 31, 2020 totaling \$35,976.53 with detail on file at the County auditor's office. Motion carried.

Motion by Swanson, seconded by Matthews to approve the Clay County Clerk's Report of Fees Collected for the quarter ending March 31, 2020 totaling \$26,445.99 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 Hamrick, seconded by Matthews to accept the Sheriff's Quarterly Report of Fees collected for the quarter ending March 31, 2020 totaling \$28,944.97 with detail on file in the County Auditor's office. Motion carried.

Motion by Anderson, seconded by Swanson to accept the March 31, 2020 Sheriff's Quarterly Commissary Account Report with December 31, 2019 beginning account balance of \$2,863.39; total deposits of \$9,453.38; total disbursements of \$8,216.58 and ending bank balance of \$4,100.19. Full account detail on file in the County Auditor's office. Motion carried.

Motion by Hamrick, seconded by Matthews to approve the expenditure budget amendment for administrative corrections to the FY2020 Secondary Roads budget. The corrections will result in a zero-net difference to the FY2020 Secondary Roads county budget. Acct code: 20000-07000-2442-20-729 decrease from \$40,487 to zero; Acct code: 20000-07000-2561-20-721 increase from \$3,000 to \$40,487; Acct code: 20000-07000-2591-20 increase from zero to \$3,000; Acct code: 20000-07000-2593-20 decrease from \$28,000 to zero; Acct code: 20000-07000-2599-20-345 increase from zero to \$28,000; Acct code: 20000-07000-2599-20-654 decrease from \$446,821 to zero; Acct code: 20000-07000-2674-20 increase from \$15,000 to \$446,821; Acct code: 20000-07000-3500-20 decrease from \$34,000 to \$15,000; and Acct code 20000-07000-6100-20 increase from zero to \$34,000. 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. Subjects of discussion covered the COVID-19 issues and status, the wind turbine road damage settlement, the county liability in fencing issues, final Compass Pointe returns with the Department of Revenue, the county's opioid class action lawsuit update, the use of remote notary signatures in real estate platting, and an update on the Iowa Great Lakes Trail funding application.

9:30 a.m. The Chairperson recessed the regular board meeting at 9:33 a.m. to convene as Trustees of Drainage Districts #5, 7, 38, 55, 65, 69, 112, 119 and Joint Drainage Districts # 14-42-Branch 198, 52, 44-2, 22 Branch 173, 22 Branch 310, 22 Branch 19-9 and 22 Branch 76.

The Chairperson recessed the regular board meeting at 9:33 a.m. to convene as Trustees of Drainage Districts #5, 7, 38, 55, 65, 69, 112, 119 and Joint Drainage Districts # 14-42-Branch 198, 52, 44-2, 22 Branch 173, 22 Branch 310, 22 Branch 19-9 and 22 Branch 76 Meeting on Tuesday, April 21, 2019 at 9:33 a.m. Members present: Trustees: Anderson, Matthews, Skelton, Hamrick, and Swanson.

Motion by Anderson, seconded by Matthews to appoint Trustee Skelton as Chairperson and Deputy Clay County Auditor Ann Baschke as Secretary for this meeting. Motion carried.

Motion by Hamrick, seconded by Swanson to adopt the following drainage resolution:

WHEREAS, there are now insufficient funds to cover costs of maintenance and repairs to said drainage districts.

BE IT THEREFORE RESOLVED, by the Clay County Board of Supervisors that there is hereby levied against all land tracts, real estate, highway or railroads in Clay County, Iowa the following:

- 18% DD #5 to raise \$3,376.00
- 80% DD #7 to raise \$3,809.00
- 30% DD#38 to raise \$2,110.00
- 3% DD#55 to raise \$1,892.00
- 65% DD#65 to raise \$1,037.00
- 6% DD#69 to raise \$1,256.00
- 12% DD#112 to raise \$3,648.00
- 10% DD#119 to raise \$2,564.00
- 8% JT DD#14-42 to raise \$2,167.00
- 7% JT DD#52 to raise \$1,214.00
- 29% JT DD44-2 to raise \$1,542.00
- 220% JT D#22 Branch 173 to raise \$4,468.00
- 20% JT DD#22 Branch 310 to raise \$ 808.00
- 65 % JTDD#22 Branch 19-9 to raise \$3,207.00
- 150% JT DD #22 Branch 76 to raise \$ 656.00

BE IT FURTHER RESOLVED, that said assessments be so levied per current classification schedule with a date of Levy set as April 28, 2020 due and payable upon notice through May 29, 2020 without interest. If paid after May 29, 2020 an interest rate of 5% will accrue from date of levy to September 30, 2020 on any single assessment. Any assessment on any tract of land, parcel, or lot within the District which is computed at less than \$5.00 shall be fixed at \$5.00 as provided by Iowa Code Section 468.50.

The above and foregoing resolution was adopted by the Board of Trustees this 21st day of April, 2020 and the vote thereon being as follows:

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

Clay County Board of Supervisors

April 21, 2020

The Chairperson recessed the Drainage Districts#5, 7, 38, 55, 65, 69, 112, 119 and Joint Drainage Districts # 14-42-Branch 198, 52, 44-2, 22 Branch 173, 22 Branch 310, 22 Branch 19-9 and 22 Branch 76 meeting at 9:41 a.m. to convene the regular Board of Supervisors meeting.

Motion by Hamrick, seconded by Matthews to accept and authorize the Chairperson to sign the Employee Payroll Request for Melissa Loehr. from the Northwest Iowa Care Connections Mental Health & Disability Services (NWIACC) for full time status at an annual base rate of \$70,000.00 starting April 9, 2020 as the Chief Executive Officer. Motion carried.

Motion by Swanson, seconded by Matthews to approve Transfer #402 of \$250,000 from the Local Option-Rural Use fund to the Secondary Roads fund. Motion carried.

Motion by Matthews, seconded by Hamrick to discuss and approve the Clay County Flex Plan Amendments for Plan Year 2020 to include provisions of the CARES ACT of March 24, 2020, the addition of over-the-counter medicines, and approving the grace period for filing flex claims. Motion carried.

Assistant County Attorney leaves the meeting at 9:19 a.m.

County Engineer William Rabenberg joined the board meeting to give the Board a departmental update regarding the Dickens Bridge Project that will do the bid letting later today and the City of Dickens will need to approve the plan for the work to begin this fall. The Board and Rabenberg discussed a resident's question regarding the dirt being hauled near the Logan Township Cemetery.

Motion by Hamrick, seconded by Anderson to accept the report from the Clay County Revolving Loan Committee for a change in the payment structure of Loan Account #103-01-01. Motion carried.

Motion by Swanson, seconded by Hamrick to approve and make the Clay County Revolving Loan Committee's recommended change to the payment structure of Loan Account #103-01-01 to convert the loan to interest payments only for the three months of May, June, and July 2020. Motion carried.

Supervisors discuss/share information from committees and boards they have attended. Supervisor Matthews reported on the RIDES Board meeting, the Conservation Board meeting, the Airport Board meeting, and NACO and ISAC video conferencing and webinars. Supervisor Anderson updated on the Elderbridge Board meeting, the IWD regional meeting, and the NWIACC Region's interviews with potential DSC (Disability Services Coordinators) that will take place next week. Supervisor Hamrick will meet with NWIAPDC later this week. Supervisor Swanson reported on the NW IA Regional Housing Trust Board meeting and discussed the county's ATV Ordinance in relationship with the City of Spencer. Supervisor Skelton reported that many of his meetings have been cancelled or postponed and then updated on the daily COVID-19 Task Force that he and Supervisor Swanson attend along with city mayors, EMA, E911, and the Spencer Hospital.

The Chairperson adjourned the meeting at 10:37 a.m. to convene at the next Auditor's called meeting May 5, 2020 at 8:30 a.m.

/s/Marjorie A. Pitts, County Auditor

/s/Dan Skelton, Chairperson

Clay County Board of Supervisors

April 21, 2020