

LYON COUNTY AUDITORS OFFICE  
JANUARY 14, 2013

ROCK RAPIDS, IOWA

Chairman Randy Bosch convened the adjourned session with Peters, Bosch, Michael and Koedam present. Supervisor Behrens absent.

The minutes of the January 2, 2013 meeting were reviewed. Bosch requested that Auditor Smit note that it was Kyle Peters who addressed the Board regarding the two bridges that have been closed on Ibex Avenue south of 210<sup>th</sup> Street. Minutes were changed to reflect the request. Motion made by Michael to approve minutes with change, seconded by Peters. All "Aye", motion carried.

Attorney Mayer asked the Board if they wanted more explanation regarding the pending litigation. The Board stated they feel like they are currently up to date on the issue. Mayer stated that a closed session would not be necessary then. She had no other business for the Board to review. The Board thanked her for stopping in.

Chairman Bosch stated the Board received letters of appointment for the Auditor and Sheriff's offices. Auditor Smit has appointed LeAnn Krull and Sara Sprock to Deputy Auditor status as of January 1, 2013. Salaries for each are as follows: LeAnn Krull - \$43,516/82% of Auditor's salary; Sara Sprock - \$41,393/78% of Auditor's salary. Sheriff Vander Stoep has appointed Jerry Birkey as Chief Deputy at \$63,661/85% of Sheriff's salary.

Resolution 2013-02 Riverboat Grant Support was presented by Bosch. There are three county departments applying for grants this cycle as follows: Lyon County Ambulance - digital handheld radios, Lyon County Economic Development - Grand Falls Area Development Plan for Tourism Enhancement and Economic Development; and Lyon County Conservation - 6 kayaks for Lake Pahoja and an electrical update to Lakeview campground at Lake Pahoja. Motion was made by Peters to approve and have Chairman sign Resolution 2013-02, seconded by Koedam. All "Aye", motion carried.

Steve Simons, County Economic Development Director informed the Board of upcoming meetings. January 17<sup>th</sup>, 7 pm, Alvord Community Center - League of Cities meeting; January 23<sup>rd</sup>, 11:30 am, Northwest IA Planning & Development; February 4<sup>th</sup>, 6:15 pm at Frontier Bank the Lyon County Riverboat Foundation will be reviewing all grant applications; and February 7<sup>th</sup>, Riverside Casino, the Lyon County Riverboat Foundation will be awarding the grant recipients.

Chairman Bosch stated Loess Hills Development and Conservation Authority has asked for a Lyon County representative to serve on their Board of Directors. Craig Van Otterloo currently is serving and has stated he will accept appointment again. Motion made by Michael to appoint Craig Van Otterloo to Loess Hills Development and Conservation Authority, seconded by Koedam. All "Aye", motion carried.

The City of George has requested the Board to sign a "Recognition of Granted Variance" for Fred Landis as the George county shop shares a lot line with

Landis. Chairman Bosch asked for a motion to sign variance. Motion was made by Peters, seconded by Michael. All "Aye", motion carried.

The Board acted on designating the Official County Newspapers. There was a contest per Iowa Code 349.6, however the Little Rock Freelance has respectfully withdrawn their application from last week. The remaining applications are from the Doon Press and the Lyon County Reporter. Motion made by Koedam to designate the Doon Press and the Lyon County Reporter as official county newspapers, seconded by Michael. All "Aye", motion carried.

The Recorder's quarterly report ending December 31, 2012 was reviewed and will be on file in the Auditor's Office.

Treasurer, Richard Heidloff, presented the Semi-Annual report. Heidloff was questioned as to the interest rates being so low. Heidloff stated that Lyon County is actually getting a higher rate when compared to some of the other counties. The Board discussed both revenue and expense funds and how they compared to last year's numbers. Motion made by Peters to approve and sign Treasurer's Semi-Annual report, seconded by Michaels. All "Aye", motion carried.

At 10:00 am Shari Kastein, Executive Director from Family Crisis Centers of NW Iowa presented to the Board. Shari talked about the State naming them as a model agency as a service provider for victims of domestic violence and sexual assault. This will also increase their service area to 9 counties. Along with this distinction, their agency has also been asked by DCI to write grants and run a homicide program for the western part of the state (about 30 counties). Family Crisis Center continues to offer the Emergency Shelter services, Transitional Housing services, counseling and crisis intervention services. Kastein said all of their new building projects will be paid off this year. She has been diligent to make sure projects are paid so that the dollars received can be put to direct services. Shari requested \$2500 for next year's budget. The Board complemented Kastein on her work and her passion for her job. Kastein thanked the Board for her time with them.

Chairman Bosch said David Griesse has agreed to accept the appointment of Riverside Township Clerk. Smit stated that Jerry Kracht has declined the appointment. Bosch asked Smit to do some calling to see if she could find another person willing to fill a trustee vacancy. Motion made by Koedam to appoint David Griesse as Riverside Township Clerk as of 1-1-2013, seconded by Peters. All "Aye", motion carried.

Doug Julius, Gary Vogel and Lori Van Maanen joined the meeting to give updates on Secondary Road Department. Van Maanen said their office has received a letter from FEMA stating the Altena Bridge project has been approved. The County should be receiving a check from FEMA in the amount of \$128,000.

Gary Vogel reported that the new mechanic started this morning. Gary had taken him around to a couple of the different businesses they regularly work

with to introduce him. He feels he will be a great addition to the crew. They are working on getting his truck set up this morning. Vogel also commented on how some of the roads are quite rough. The warmer wet weather softened the roads and then they froze during the cold snap. They are trying to work on them when the weather is favorable. Chairman Bosch asked if the crews are still working on brush removal in the ditches. Vogel stated they are where the ditches are not full of snow.

Doug Julius presented the Board with forms that need to be signed. The first is a certificate of completion of work from Caswell Excavating. The work was the shoulder stabilization on A18 west of Larchwood. The County has already paid for the work and needs the form to be signed to be able to be reimbursed from the State emergency funds. The county should receive \$174,000. Motion made by Michael to sign certificate of completion of work, seconded by Koedam. All "Aye", motion carried.

Julius also presented two Material & Inspection cost forms on DOT projects that need the Chairman's signature. The costs are from DOT inspections on 2 bridge projects. By signing the forms the county is giving the State the permission to transfer funds from our Farm to Market funds to the DOT. The first project is for BRS 0135-6016060 (Bridge N of Alvord) for an amount of \$3,764.74 to Duinick and the second project is for BRS CO6086 (Bridge S of Doon) for an amount of \$4,278.76 to Godsbersen-Smith. Motion made by Koedam to approve and sign Material & Inspection cost forms for each project, seconded by Peters. All "Ayes", motion carried.

Supervisor Michael asked Julius about road right of ways and best practices when working with landowners as the City of Larchwood is looking as possibly expanding their walking trail. Julius said he would be willing to give advice when needed. Michael also asked about the county doing any asphalt work on the cemetery road west of Larchwood. Michael stated the City of Larchwood is thinking about working on that this summer and he was asked to see if the county had it in their plans. Vogel stated they were not doing any of that kind of work this year, but maybe they should talk with the city about the possibility of working something out for the future. Vogel commented that the cemetery road is rough and could use some slurry work.

Julius stated that budget work is in the preliminary stages and he has been working with Lori on it.

Chairman Bosch asked Smit to open a discussion on funding of Emergency Management. Smit stated that Emergency Management is currently funded through the county's General Basic Fund and the cities currently do not provide any support. The Emergency Management Commission is comprised of a County Supervisor, the Sheriff and the Mayors of each city per Iowa Code Chapter 29C. Senate File 413 that was passed this April, 2012 made changes to Iowa Code Chapter 29C stating that counties and cities support for their local emergency management agency shall be identified separately on tax statements and also on their budget forms. The budget can be funded by five different ways per Iowa Code 29C.17(2). Currently the county gives a voluntary share allocation to cover the costs of the department minus the federal grant

amount. The discussion then turned to funding the budget by a per capita amount for the county and each city. The Board talked about that by doing so the cities would then be paying out of their general fund also. There was discussion on how that might burden some of the cities, how that might look like a double tax to some, and how it is easy for the Emergency Management Commission to approve a budget when most of the members really have no financial obligation to the funding of the department. The Board stated at this time they feel that the county is able to fund the department solely.

The discussion then turned to the donation of a vehicle to Emergency Management from the Sheriff's Department. The Board feels it is in the best interest of the Sheriff's Department to keep that vehicle in their budget. The vehicle should be made available to the Emergency Management Director when it is needed to pull the mass disaster trailer, get to the disaster, assess damages etc. The Board stated it would be more beneficial to the county to have the Director drive a personal vehicle to meetings and such as the vehicle that was being donated does not make economical sense to drive long distances. It would be more fiscally responsible to pay a mileage cost to the Director for personal miles. Chairman Bosch stated he was going to attend the Budget Hearing today for Emergency Management and would state the Board's feelings on the line items for the vehicle.

Auditor Smit said their office has received a new construction permit for a confinement feeding operation in Liberal Township section 20 for Keith Kooiker. Smit said she would put the public notice in the paper and take written comments through January 28<sup>th</sup>. The Board will need to make their recommendation by February 11<sup>th</sup>. It will be on the agenda for February 4<sup>th</sup>.

Supervisor Bosch and Peters attended the Mental Health Re-Design Meeting in Spirit Lake on January 9<sup>th</sup>.

Payroll dated 1-15-2013 was reviewed and approved.

Payroll Warrant Register in the amount of \$60,894.27 is listed by fund. Check sequence #101426-101472

General Basic Fund	13,612.12
Rural Service Basic Fund	13,725.23
Secondary Road Fund	33,556.92

Payroll Disbursement Register in the amount of \$27,125.83 is listed by Fund. Check sequence #101473-101475

General Basic Fund	5,388.63
Rural Service Basic Fund	5,950.95
Secondary Road Fund	15,786.25

Claims dated 1-14-2013 in the amount of \$90,597.03 were reviewed and approved. The Board asked Smit to ask for more information regarding Claim #1708. Check sequence #101476-101599.

Lyon County Board of Supervisors Claims  
 Approved January 14, 2013

A & B Business, Inc.	Engineering Equipment	234.95
Bradley Ageson	Engineering Services	50.00
Alliance Communications Attn:	Data Processing Service	427.47
Arrow Manufacturing, Inc.	Repair-Motor Vehicle	96.06
AT & T	Data Processing Service	35.85
Sheryl Boeve	Mileage & Subsistence	78.50
Vicki Borman	Mileage & Subsistence	436.00
Boyer Trucks	Engineering Services	5835.73
C.J. Cooper & Associates	Mileage & Subsistence	114.43
Calhoun-Burns & Associate Inc.	Engineering Services	624.30
Campbell Supply	Repair & Maintenance Buil	759.25
Carpenter Uniform/Promotional	Uniforms	77.13
City of Alvord	Engineering Services	45.80
City of Doon	Engineering Services	33.00
City of Larchwood	Engineering Services	48.06
City of Little Rock	Engineering Services	8412.67
Cooperative Energy Company	Fuels	17881.65
Cooperative Gas & Oil Company	Engineering Services	4661.05
Corner Service	Lubricants (Change Oil)	157.52
CoZO Charlie E. Dissell	Dues & Memberships	75.00
Culligan Soft Water Serv.	Soft Water Service	209.25
Dakota Data Shred DDS	Sanitation & Disposal Ser	71.02
Dakota Fluid Power Inc.	Engineering Services	429.67
Dan's Repair	Engineering Services	159.58
Dave's Bulk Service	Engineering Services	4603.20
Deep Clean Inc. c/o Jerry Smit	Repair & Maintenance Buil	90.00
Melinda DeJong	Mileage & Subsistence	127.50
Denny's Sanitation Inc.	Sanitation & Disposal Ser	303.82
DJ's Service	Engineering Services	2098.88
Doon Press	Public Educational Servic	250.53
Doon Welding Inc.	Engineering Services	110.34
Farmers Elevator Co	Engineering Services	26.00
Frontier	Data Processing Service	173.20
Frontier Bank	Snow Removal	103.12
GeoComm, Inc.	Repair/Maint. Radio Equip	1238.00
George Office Products	Office Supplies & Forms	409.34
Glass Doctor - North West IA	Engineering Services	159.68
H & S Homebuilding Center	Repair & Maintenance Buil	101.21
Amy Hartter	Mileage & Subsistence	273.50
Char Huisman	Mileage & Subsistence	525.00
I Wireless	Telephone Service	13.10
ISAC	Educational & Training	185.00
ISAC Group Unemployment Fund I	Unemployment Compensation	342.82
Jack's Uniforms & Equipment	Uniforms	11.45
Jaymar Business Forms Inc	Office Supplies & Forms	178.95
Keith's Korner	Fuels	351.01
Jolene Korthals	Mileage & Subsistence	487.50
Marilyn Lafrenz	Mileage & Subsistence	333.00
Larchwood Lumber Company	Engineering Services	14.07
Larchwood Mini Mart	Fuels	27.51
Larchwood Quick Stop	Engineering Services	335.86
Lewis Family Drug	Health Supplies & Equipme	222.00
Lewis Family Drug, LLC	Medical & Health Services	19.53

Lyon & Sioux Rural Water	Engineering Services	48.00
Lyon County Engineer	Medical & Health Services	675.00
Lyon County News	Public Educational Servic	50.70
Lyon County Sheriff Dept.	Service & Mileage	30.00
Lyon Manor & Rehab Center	Food & Provisions	999.00
Lyon Rural Electric Coop	Engineering Services	527.45
Mainstay Systems Inc.	Repair/Maint Office Equip	237.00
Mid American Energy	Engineering Services	884.43
MOCIC Membership	Dues & Memberships	150.00
Modern Gas Company	Engineering Services	357.63
Moen's Farm Store	Engineering Services	209.73
Joanne Montag	Mileage & Subsistence	175.50
Joel Moser	Other Misc. Service or Ch	225.00
New Century Press	Official Publication & No	55.77
Northern Truck Equip Corp	Engineering Services	316.36
Oak Street Station	Fuels	672.34
Pettengill Concrete and Gravel	Engineering Services	260.00
Physio-Control, Inc. formerly	Miscellaneous Maint or Re	3348.96
Popkes Car Care, Inc.	Fuels	215.74
Premier Communications	Food & Provisions	724.89
R & S Sanitation Inc.	Engineering Services	35.50
Reserve Account/Pitney Bowes	Postage & Mailing	4599.44
Richarz Repair LLC.	Engineering Services	366.61
Xochitl Robison	Technical Services	230.00
Rock Rapids Machine & Welding	Engineering Services	523.60
Sanford USD Medical Center	Health Supplies & Equipme	925.90
Steve Simons	Mileage & Subsistence	178.50
Sioux County Engineer	Medical & Health Services	248.90
Sioux Falls Two Way Radio	Engineering Services	56.93
Solutions, Inc.	Data Processing Service	115.00
Melissa Stillson	Mileage & Subsistence	282.50
Sturdevant's	Engineering Services	1127.83
Sudenga Industries	Engineering Services	65.00
Sunshine Foods	Food & Provisions	506.02
SYSCO Lincoln	Food & Provisions	780.46
TE Underground LLC	Engineering Services	3000.00
The Shop	Lubricants (Change Oil)	219.59
Todd's	Fuels	61.17
Todd's True Value	Engineering Services	56.18
Town & Country	Sanitation & Disposal Ser	37.50
Trackside Repair & Towing	Engineering Services	186.00
United Farmers Coop	Minor Motor Vehicle Parts	360.70
US Bank - Purchase Card Purcha	Fuels	2288.61
Chris VanderZee	Mileage & Subsistence	229.00
Verizon Business	Engineering Services	4.74
Wall Street Printers	Office Supplies & Forms	45.00
WebClimber Services c/o Scott	Official Publication & No	41.25
WebDataDynamics	Computer Software	1200.00
Youth and Family Resource	Juvenile Detention & Shel	1446.15
Ziegler Inc.	Engineering Services	7146.39
Grand Total		90597.03

General Basic Fund	23,528.70
General Basic Sub-Fund	1,200.00
Mental Health Fund	206.56

Rural Services Fund	1,272.75
Economic Dev. Fund	178.50
Secondary Road Fund	61,588.06
Surcharge on E911	2,318.54
Emerg. Management Serv.	66.72
Co. Assessor Agency Fund	237.20

There being no further business there was a motion by Michael, seconded by Peters to adjourn. All "Aye" motion carried.

ATTEST	APPROVED
_____ County Auditor	_____ Chairman