

LYON COUNTY AUDITORS OFFICE  
April 22, 2013

ROCK RAPIDS, IOWA

Chairman Randy Bosch convened the adjourned session with Peters, Bosch, Behrens, Michael and Koedam present. Motion carried assumes unanimous vote unless otherwise stated.

The minutes of the April 8, 2013 meeting were reviewed. Supervisor Behrens pointed out that the dollars the county received for reimbursement on the A18 Slide repair were not reduced by 80% but were reimbursed at 80%. Motion made by Behrens to approve minutes with corrections, seconded by Peters. Motion carried.

Attorney Mayer indicated to the Board that Sioux County would like the termination of the temporary engineer agreement between Sioux County and Lyon County noted in Lyon County's minutes. Motion by Peters to terminate the temporary engineer agreement between Sioux and Lyon Counties, seconded by Koedam. Motion carried.

In response to the last ice storm on April 9 and 10, Attorney Mayer was asked to create a contract between the county and the city of Larchwood for assistance in tree cleanup. The city has signed the contract and brought it back to the Board to sign. Mayer stated the contract was worded specifically for this purpose and should not be considered a "blanket" contract for all emergency cleanups that could occur. There was much discussion regarding how emergencies should be handled, how much the county should be involved in other jurisdictions and how the emergency management coordinator fits into the whole scheme. Mayer said her opinion would be to take each situation on a case by case manner and that contracts should be specific as to the work to be done. Motion by Michael to approve and have Chairman sign contract with city of Larchwood for assistance with emergency cleanup, seconded by Koedam. Motion carried. Complete contract can be seen at Auditor's Office.

At 9:30 A.M. Lisa Rockhill, CPC, met with the Board to clarify what claims can be paid for with the transition dollars, \$158,780, the county received. Rockhill stated she is keeping a spreadsheet with the dollars spent and which dollars were used. She will be required to submit this information to DHS for their audit of the dollars.

Scott Te Strote, Brett Kreykes, Ryan De Kruyf and Bryan Bleeker from Premier Communications presented the Board with information on a new IP phone system. Premier also quoted information regarding internet and tech support for all county offices. Te Strote stated that Premier has been handling the IT issues at the Sheriff's office for the past year and would love to help the rest of the county offices also. Premier's quote including the phone system and hardware, internet and tech support was \$32,405.16. Premier thanked the Board for their time.

Steve Simons reminded the Board of the League of Cities meeting to be held this Thursday, April 25<sup>th</sup> at Calico Skies Winery starting at 7:00 p.m. The speaker will be Dick Brown from South Dakota Parks and Wildlife Foundation

presenting a program on the development of the Good Earth State Park at Blood Run.

Chairman Bosch presented the Recorder's Quarterly Report.

Auditor Smit was asked to explain the ambulance back pay report. Smit stated that per Federal Labor Laws the EMT's should have been paid at minimum wage, \$7.25, for the time they spent on a call beginning July 1, 2009. Deputies Krull and Sprock spent much time going back through ambulance runs to figure out what members had been paid already and what they needed to be paid to meet the \$7.25 / hour. The total payout was \$2,169.04.

Chairman Bosch presented the cost allocation plan certification from Cost Advisory Services (CAS). The FY 2012 cost allocation plan will result in about \$10,318.00 from indirect cost recoveries during FY2014. CAS will track the payments each quarter and report the actual results to the county after the close of the year. Motion to approve and sign the cost allocation plan made by Behrens, seconded by Michael. Motion carried.

Supervisor Behrens attended a landfill mtg.

Supervisor Michael presented an employee evaluation form to the rest of the Board. Michael stated that after reviewing many different evaluation forms, he and Smit created the current document. Michael hopes that the Board will strongly recommend that department heads use the evaluations with the understanding that the Board will refer to them during budget/salary time. There was some discussion about employees that the Board itself will evaluate, how elected officials are not subject to the evaluation, and department heads that are currently doing evaluations.

At 11:30 Cassie Radtke and Curt Pemble, HickoryTech representatives, met with the Board to present a quote for a new phone system. Pemble stated that both quotes, (one year and five year), were built on the same number and quantities that our current system has. There were numerous questions asked by the Board relating to IT needs, number of phone lines, tech help and continuation of service if a line is cut. Supervisor Behrens asked if it would be possible to get a 3 yr. quote also. Radtke stated they would send the quote to Smit to send out to the Board. Pemble and Radtke thanked the Board for their time.

There was discussion about both vendors on the phone system. It was stated that the HickoryTech quote was still higher even though it did not contain internet or IT support. There was also discussion that the Board liked the fact that Premier has the system in place to automatically re-route our phone/internet in the situation where a line gets cut. It was decided that the 3 yr. quote from HickoryTech would not be needed as it would more than likely be higher than the 5 yr. quote. After much discussion a motion was made by Michael to accept Premier Communication's quote for a new phone system, internet and IT help for a total of \$32,405.16, seconded by Peters. Motion carried. Chairman Bosch asked Smit to call HickoryTech to let them know the Board would not need the three year contract quote numbers.

Payroll dated 4-15-2013 was reviewed and approved.

Payroll Warrant Register in the amount of \$58,660.86 is listed by fund.

General Basic Fund	10,331.34
Rural Services Basic Fund	13,725.23
Secondary Road Fund	34,604.29

Payroll Disbursement Register in the amount of \$25,499.80 is listed by Fund.

General Basic Fund	3,833.55
Rural Service Basic Fund	5,950.95
Secondary Road Fund	15,715.30

Claims dated 4-9-2013 in the amount of \$31,131.07 were reviewed and approved.  
Check sequence #102956-102980.

Alliance Communications	LPRa Telephone,LD & Inter	70.85
AT & T Mobility	Cell Phone	146.50
B & K Landscaping	Mini-Excavator Rent	500.00
Duane Bajema	Bee Nucs	150.00
Campbell Supply	Couplings & Lock Pin	28.38
CID	Custodial	1076.10
City of Rock Rapids	Office Utilities	277.50
Clasen Excavating	Fish Jetty Contract	23194.05
Cooperative Energy Company	144.66 G Gasahol	517.40
Denny's Sanitation Inc.	Garbage	89.25
Dickinson Co. EMS Assoc.	2 AED Batteries	160.00
Executive Technologies	Duplo Ink & Master Roll	229.00
HickoryTech	Office Telephone & Intern	117.70
Iowa Department of Revenue -	1st Q 2013 State Excise	1375.00
John Deere Financial	Mower Parts	639.02
Lyon & Sioux Rural Water	25,000 G Water	110.25
Lyon Rural Electric Coop	LPRa Electric	944.34
Moen's Farm Store	Tractor-Hose & Hose Ends	29.73
Oak Street Station	Tractor Tires & Tubes	759.00
Emily Ostrander	Reimb:Bee Nucs Downpaymen	63.27
Royle Technology Corp	Repair Mower Gearbox	120.00
Sturdevant's	Filters & Filter Wrench	70.74
Sunshine Foods	EE Supply	5.76
US Bank - Purchase Card Purcha	Dollar General - EE	388.48
WebClimber Services c/o Scott	Computer Service	68.75
Grand Total		31131.07

General Basic Fund 31,131.07

Claims dated 4-16-2013 in the amount of \$927.11 were reviewed and approved.  
Check sequence #103037-103043.

Jerry M. Baatz	Mileage (20) April Mtg	10.00
Dennis Hansmann	Mileage (30) April Mtg	15.00
Corey Heimensen	May Office Space Rent	164.26
HickoryTech	Telephone - March	44.04
Mid American Energy	Utility Provision #0008	126.00
Wilma Miller	Mileage/Brd Shirts/Spring School	567.81

Grand Total 927.11

General Basic Fund 927.11

Claims dated 4-22-2013 in the amount of \$271,423.24 were reviewed and approved. Check sequence #103044-103166.

Advanced Systems, Inc.	4/23-7/22/13 Copier Maint	76.00
Alliance Communications Attn:	April 911 Recurring	300.00
Alliant Energy	LR Shop and Shed	778.30
AT & T	911 Recurring #233-0016	35.49
AT & T Mobility	2/16-3/15 Cell Phone HS	54.84
Avera McKennan	PTCT Yearly Fee Hospice	3585.51
Ban-Koe Systems, Inc.	Annual Fire Alarm Test/Ma	1144.00
Mark A. Behrens	ISAC reimb for mileage/meals	314.62
Butler Machinery Company	Filters/10 G hyd fluid	60.16
Carpenter Uniform/Promotional	New Deputy Uniforms/Pants	825.03
Chemical Sanitizing Systems	Dishwasher Clip	15.96
City of Doon	1/2 FY2013 Library Allocation	4041.50
City of George	utilities	6869.25
City of Inwood	1/2 FY2013 Library Allocation	8154.50
City of Larchwood Attn: Librar	1/2 FY2013 Library Allocation	7348.50
City of Little Rock	1/2 FY2013 Library Allocation	4124.50
City of Rock Rapids Attn: Libr	1/2 FY2013 Library Allocation	8239.50
Compass Pointe	4thQ FY2013 Prevention Funds	2895.00
Cooperative Energy Company	Mar Fuel 357 G Gasahol/tire rep	1406.33
Corner Rexall Drugs	Medical Supplies-AMB	21.42
Cost Advisory Services, Inc.	FY2012 Plan/FY2014 Recovery	3950.00
CoZO Charlie E. Dissell	Spring Conference-Christians	65.00
Culligan Soft Water Serv.	Feb/March Salt - Jail	89.50
Dr.Chet DeJong	3/11/13 Medical Examiner	105.00
Department of Human Services D	May 2012 Service Clarinda	6619.45
Dollar General-Regions 410526	Marketing Expense/HomeShow	20.00
Doon Press	RETax Due Ad/pub notices/brd min	238.25
Ed Roehr Safety Products	(32) Taser Cartridges	683.74
Electronic Engineering	(15) Antennas for Amb Rad	332.50
Electronic Engineering	Replace City Siren-Narrow Band	385.00
Emergency Medical Products, Inc	Medical Supplies/3 port suction	1865.98
Erv's Farm Repair	road grader bracket #63	63.00
First Administrators, Inc.	4/9/2013 Claim run	52020.55
First Administrators, Inc.	May Insurance & Admin fees	25144.06
Frontier	April 911 Recurring/GE phone	172.17
George Office Products	Office Supplies	17.54
H & S Homebuilding Center	2 G Paint Atty/bits/door knob	130.50
Allen D. Hansman	March Transportation	960.00
Richard Heidloff	Solutions Mtg - 428 Miles	214.00
Heather Heimensen	Reimb:Postage 4/12/13	6.51
Hillyard / Sioux Falls	Custodial towels	62.04
Hope Haven	March Service	16843.27
Hound Dog Promotions	SRT Shirts	306.00
I Wireless	4/8-5/7 Cell Phone #6619	507.46
Iowa County Attorney Ass'n.	Spring Conference-Mayer	270.00
Iowa Dept. of Human Services D	Dec 11 - April 2012 Service	43245.74
IA Dept. of Public Safety ATTN	IOWA Jan-March Terminal	3060.00
Iowa DNR NW Regional Office	Rotenone	23598.75
Iowa Law Enforcement Academy	Jail In Service 4 Personnel	580.00
Iowa Secretary of State	NCOA Cards/No Activity cards	249.41

ISCTA Attn: Judy Crain	May Conference-Treas Office	350.00
Jack's Uniforms & Equipment	Holster	105.94
JCL Solutions-Janitors Closet	AirFresheners/custodial items	125.74
JEO Consulting Group Inc	Project thru 3/22/13 - 49	2291.40
Jim Hawk Tr Trailers Inc.	boxliner #11/strobe #83	802.00
John Deere Financial	Snowblower Parts	10.00
K & L Electric	2nd Fl Sup Entry & Elevat	924.05
Klay, Veldhuizen, Bindner, DeJ	Atty Fee Substance Abuse	160.00
LeLoux Diversified	Camera Inspect 3rd Fl Toilet	225.00
Lewis Family Drug, LLC	March Inmate RX	30.35
LexisNexis	March online services	103.00
Little Rock Free Lance	RE Tax Due Ad 3/2013	11.40
Lyon County Engineer	Jan-March Well Admin	375.00
Lyon County News	RE Tax Due Ad 3/2013/subscript	44.40
Lyon County Sheriff Dept.	Sheriff Fees	404.45
Lyon Rural Electric Coop	utilities - Lester shop	481.72
Mainstay Systems Inc.	April-June IA system main	237.00
Martin Marietta Materials	10.80 tons chips	233.82
Matheson Tri-Gas Inc	4/4/13 Oxygen	75.33
Mid American Energy	Inwood and Alvord shops	611.33
Modern Gas Company	150 gal LP gas -Larchwood	225.00
Moore Medical LLC.	Disinfectant	83.18
NACCTFO Cheryl Remington, Gove	NACO Registration - Heidloff	150.00
Neopost USA Inc	4/30-7/29/13 Stamp Mach	53.85
North Iowa Transition Center	March Service	233.50
Northern States Supply Inc.	18 volt cut off tool	149.99
Northwest Iowa Planning & D	SHIELD - final draw	2200.00
Oak Street Station	Mar Fuel 161 G Gasahol/oil chg	609.82
PCC, Inc. Physician's Claim Co	4/2-4/5/2013 Amb Billing	672.59
Peters Enterprises, LLC	40' Ethernet Cable	13.00
Kirk J. Peters	ISAC - Meals	27.42
Premier Network Solutions	4/10 AS400 power outage	85.00
Project Lifesaver	Transmitter batteries	31.56
Rock Rapids Ace Hardware	1 G Paint Annex/torch kit	40.98
Lisa R. Rockhill	March Mileage/ISAC meals	479.48
Sam's Club	Atty Office Supplies	25.20
Sanford Health	2/11/13 Autopsy/inmate visit	2172.00
Sanford USD Medical Center	2/27/13 Jail Visit/Mar PT/OT	782.10
Seasons Northwest Iowa Mental	Jan-Feb Service/April Consult.	7063.00
Sioux County Engineer	March Septic Permits/Revi	92.95
Solutions, Inc.	IT help	4386.81
Sara Sprock	4/17/13 IT Mtg Cherokee	77.50
Stan Houston Equip Co Inc	parts for chain saw	84.40
Stanard & Associates, Inc.	Deputy Test	114.00
Sunshine Services, Inc.	March Service	1615.68
The Shop	Rotate Tires 604	21.40
Tyco / Simplex Grinnell	5/1/13-4/30/14 Sprinkler maint	327.00
United Farmers Coop	March Fuel 54.6 G Gasahol	233.00
US Bank - Purchase Card	433.3G gasahol/lodging/meals/ sensaphone/registrations	6733.24
Vermeer Equipment	bracket for chipper #109	32.07
Village Northwest Unlimit	March Service	616.66
Wall Street Printers	Color Paper/envelopes/bus cards	508.25
WebClimber Services c/o Scott	Hosting-domain name renewal 1 yr	230.00
Ziegler Inc.	parts/hrdware&gasket#83/10 bits	1554.85
Grand Total		271423.24

General Basic Fund	63,467.65
General Basic Sub Fund	2,291.40
Mental Health Fund	77,949.61
Rural Services Basic Fund	39,311.31
Economic Development Fund	60.00
Secondary Road Fund	7,704.22
REAP	2,359.88
Surcharge on E911	465.44
Emergency Management Services	122.57
Co. Assessor Agency Fund	526.55
Health Insurance Fund	77,164.61

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

ATTEST

APPROVED

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County Auditor

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Chairman