

LYON COUNTY AUDITORS OFFICE  
May 13, 2013

ROCK RAPIDS, IOWA

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

The minutes of the April 25, 2013 meeting and the open meeting minutes from May 2, 2013 were reviewed. Motion made by Peters to approve minutes, seconded by Behrens. Motion carried.

Chairman Bosch presented Resolution 2013-12 100% Appropriations. The resolution will approve 100% appropriations to all departments. Motion to approve and chairman sign Resolution 2013-12 made by Michael, seconded by Koedam. Motion carried.

**Resolution 2013 - 12**  
**Increase Department Appropriations**  
**FY 12/2013**

**Whereas**, Iowa Code Section 331.434 provides for department appropriations.

With the end of the fiscal year coming to a close, some departments currently at a 98% appropriation, will need a 100% appropriation for fiscal year 12/2013.

**THEREFORE BE IT RESOLVED** by the Lyon County Board of Supervisors to approve a 100% appropriation for all departments in fiscal year 12/2013.

Passed and approved this 13th day of May, 2013.

\_\_\_\_\_  
Randy Bosch, Chairman  
Lyon County Board of Supervisors

ATTEST: \_\_\_\_\_  
Jen Smit  
Lyon County Auditor

The Board appointed Beta Hamon, MD as a county medical examiner effective May 1, 2013. Motion to appoint Hamon made by Koedam, seconded by Michael. Motion carried.

Chairman Bosch presented multiple employment changes. The Sheriff's office has hired certified police officers: Kelli Willet, Darren Wielenga and Blythe Bloemendaal as courthouse security officers at a rate of \$22.83/hr. Willet's first day was April 24, 2013. Bloemendaal's first day was May 9, 2013. Willet and Wielenga both currently serve on the Sioux Center Police Department.

Shanna Geerdes has sent in her resignation as Homemaker-Home Health Aide Director. Her last day will be May 17, 2013. Amy Hartter will be returning

May 2<sup>nd</sup> from her maternity leave in the position of Homemaker-Home Health Aide Director. Her pay will be \$22.77/hour. Health Services of Lyon County will be having a retirement open house for Sherri Boeve on Wednesday, May 29 from 2:30-4:00 pm at the annex building.

Lyon County Riverboat Foundation has contacted the Auditor's office regarding moving their current sign at Frontier Bank across the alley onto county property. Frontier Bank will be doing some remodeling and needs the sign removed. After the remodeling there will no longer be the space in the current spot for the foundation's sign. The Board believes maintaining separation between county and foundation property and business should be a priority to not confuse residents. The Board decided to table the decision for now.

The abstract is done for the Doon shop and the Board would like to move forward with auctioning it off. Attorney Mayer will have the title opinion done this week and will then contact the Engineer's office to make sure the correct public notices are done. Motion to move forward on auctioning off the old Doon Shop, (Lot 3 except the W 21' of Block 8, Original Town of Doon including the 15' vacated alley to the East of Lot 3), pending public notices, made by Koedam, seconded by Behrens. Motion carried.

The Board set the date for the budget amendment for May 28, 2013 at 10:00 A.M. Motion by Peters, seconded by Michael. Motion carried.

Sheriff Vander Stoep joined the meeting to discuss deputies working off duty security jobs. Attorney Mayer joined the meeting also via phone. Vander Stoep discussed the current/past policy of off duty deputies working security for the concerts, street dances or other entertainment venues when asked. The deputies are currently in Lyon County uniform and normally have a patrol car while working these events. Vander Stoep, along with Mayer feel it could be a potential problem if one of the officers would get injured or need to arrest someone at an event as they are not working as an employee of the county at the time. There was discussion on how these situations could cause liability issues, how deputies are currently paid for working the events, how the Board feels deputies should be paid, if deputies would be willing to work overtime hours and what is best for the county. It was decided that if officers are going to work security and be dressed as Lyon County officers that they will be paid overtime for those events. Payment will be made to the county at a rate to cover all costs of the overtime hours for the officers. When asked if this would cause staffing issues, Vander Stoep said it wouldn't affect the schedule, but he would not be able to fill requests of more than 2 to 3 officers per event. The Board, Vander Stoep and Mayer all agreed that this policy should be in effect as of today. The Board thanked Vander Stoep and Mayer for their time in bringing this to them.

Chairman Bosch opened discussion relating to the Emergency Management position. Bosch stated applications are being accepted through today. The commission will be meeting on May 16<sup>th</sup> to look through the applications and discuss how to proceed. Bosch then opened the discussion to include information regarding the May 2<sup>nd</sup> meeting and what the Board's thoughts were.

Michael stated he feels there was good conversation generated at the meeting but gets the sense that the three entities involved are not wanting to combine the ambulance duties with emergency management and E911. He has done some research into the costs associated with using an outside entity for transport services. There was much discussion on how to implement a new system, the benefits of providing an ALS rather than BLS service, the costs and importance of providing a transport service for the county and the invaluable asset the current squad has been. The Board is trying to look 5 to 7 years ahead and worries that there will not be enough squad members to fulfill Lyon County Ambulance's transporting requirements.

Deputy Auditor Sprock presented the Board with ambulance write offs in the amount of \$8,319.91. Sprock commented that about half of the runs are from visitors at the casino who are not Iowa residents. These patients are very hard to find and quite expensive to serve if taken to small claims. Sprock noted that if in the future she finds information about them, she reopens the collection process. Motion made by Behrens to approve ambulance writeoffs of \$8,319.91, seconded by Koedam. Motion carried.

Engineer Sievers and Gary Vogel joined the meeting. Sievers presented the bridge to culvert projects that she would like to use for next year's TIF funding projects. There are 5 different locations that will be bid as one project. Sievers would like the Board's approval so the bid can be let by July of this year. Motion to approve and sign TIF project plans made by Koedam, seconded by Behrens. Motion carried.

The current culvert projects should be done soon. They have moved to the one in Wheeler township and hope to be done with the projects by June.

Siever's told the Board there will be an informational meeting for the public on May 20<sup>th</sup> from 5-7 pm at the conference room at the courthouse regarding the closed bridges and the proposed project on 220<sup>th</sup> Street and Ibex Avenue. Siever's stated she will be sending out letters to landowners that live within a mile of the intersection. She would also like the Board to give her names of anyone else they think should receive notice. There will also be a public notice in the Lyon County Reporter and the Lyon County News.

There was a materials inspection cost bill presented by Sievers. It is for a test done for project #STP-SC60(89)-SE60 contract 29780, for hot mix asphalt with Tri-State paving doing the work. The bill is for \$2,618.02 and needs to be signed by the Board. Motion made by Michael to approve bill, seconded by Behrens. Motion carried.

Road Superintendent Vogel brought Highway 13 in Wheeler Township to the Boards attention. It has not been maintained by the county for many years and is in horrible shape. There is a 16'x18' single span bridge on it with no side rails. It was decided that the Engineer's office will do the research to see if it has ever been vacated. If not, it might be in the county's best interest to do so.

Secondary Roads has hired 4 college students to work for the summer. Two are returning employees from last year and two are new hires. Ethan Ageson and Cody Lupkes, 1<sup>st</sup> year workers to be paid at \$10.10/hr. Hunter Sieperda, 2<sup>nd</sup> year will be paid at \$10.35/hour and Tylor Hoogeveen, 4<sup>th</sup> year will be paid at \$10.85/hr. All are starting May 13, 2013.

Vogel also commented that Dunnick is about a third done with gravel crushing at the Egebo pit.

There was discussion about how to handle situations where farmers are planting in the ROW. Supervisor Peters stated he had been contacted regarding utility companies rights for damages to their pedestals. The Board talked about a notice in the paper, but said there hasn't been a policy in the past.

The secondary roads will be having their summer safety meeting the morning of May 21<sup>st</sup>. Sievers plans to include work comp information as well. Sievers commented on the NACE convention she attended the week of April 22<sup>nd</sup>. She said she got ideas not only from other counties but also other states. It was a great conference and she was very glad she went.

All supervisors attended the meeting with the Emergency Management, E911 Board and Lyon County Ambulance.

Supervisor Koedam attended Mid Sioux, Mid Sioux annual meeting and Compass Pointe.

Supervisor Behrens attended Regional Housing, League of Cities, NW Iowa Contracting Consortium.

Payroll dated 4-30-2013 was reviewed and approved.

Payroll Warrant Register in the amount of \$191,685.23 is listed by fund.

|                           |            |
|---------------------------|------------|
| General Basic Fund        | 123,667.47 |
| Mental Health Fund        | 2,404.90   |
| Rural Service Basic Fund  | 15,795.25  |
| Economic Development Fund | 3,108.23   |
| Secondary Road Fund       | 36,509.18  |
| Emergency Management Serv | 1,668.38   |
| Co Assessor Agency Fund   | 8,531.82   |

Payroll Disbursement Register in the amount of \$268,857.20 is listed by Fund.

|                           |           |
|---------------------------|-----------|
| General Basic Fund        | 95,431.49 |
| General Supplemental Fund | 58,800.00 |
| Mental Health Fund        | 3,216.62  |
| Rural Services Basic Fund | 26,515.44 |
| Economic Development Fund | 3,952.58  |
| Secondary Road Fund       | 69,251.93 |
| Emergency Management Serv | 1,156.81  |

Co. Assessor Agency Fund 10,532.33

Claims dated 5-13-2013 in the amount of \$550,542.16 were reviewed and approved. Check sequence #103316-103492.

|                                |                                  |           |
|--------------------------------|----------------------------------|-----------|
| Advanced Systems, Inc.         | 1/21-4/20/13&4/20-7/20/13 Copier | 136.00    |
| Alliance Communications Attn:  | May 911 Recurring/shop phones    | 425.25    |
| Arrow Manufacturing, Inc.      | switch #83                       | 24.99     |
| AT & T                         | 911 Recurring 233-0016           | 37.05     |
| AT & T Mobility                | 3/16-4/15 Cell Phones #41        | 56.15     |
| Sherry Baker                   | EMT 3,202 Mi/tests               | 1701.00   |
| Bankers Trust ACH              | GO Bond Interest Payment         | 228661.25 |
| Barnes Distribution            | hardware                         | 301.03    |
| Sheryl Boeve                   | April 8-10/25 conferencs/miles   | 585.63    |
| Amy Borman                     | 4/26/13 CouncilBluffs A3         | 11.21     |
| Vicki Borman                   | April Mileage - 800 Miles        | 400.00    |
| Boyer Trucks                   | starter #22                      | 435.01    |
| George Bruns, Jr.              | Reimb:SepticPermit Pd Twice      | 225.00    |
| C.J. Cooper & Associates       | 4 random drug tests              | 128.00    |
| Campbell Supply                | Bulbs/Cable Ties/supplies        | 521.38    |
| Carpenter Uniform/Promotional  | Uniform/security uniforms        | 496.91    |
| Century Link                   | 4/11/13-4/10/14 DN Listin        | 296.64    |
| Century Link - Business        | 3/24-4/23 long distance          | 557.69    |
| Fred J. Christians             | 4/26/13 Mileage DistMtg(5        | 25.00     |
| City of Alvord                 | utilities                        | 45.80     |
| City of Doon                   | utilities                        | 33.00     |
| City of Larchwood              | utilities                        | 100.56    |
| City of Rock Rapids Municipal  | March Utilities                  | 6812.03   |
| Cooperative Energy Company     | Fuel-518.9 G Gasa/5874 G Diesel  |           |
|                                | Oil/generator/110 G oil          | 26491.31  |
| Cooperative Gas & Oil Company  | 600 gal diesel fuel              | 6459.10   |
| Corner Rexall Drugs            | Batteries/glucose/supplies       | 61.80     |
| Corner Service                 | 4/9/13 Oil Change/Service        | 38.40     |
| Culligan Soft Water Serv.      | May/June Rental/Sheriff/salt     | 75.50     |
| D-P Tools Inc.                 | impact socket - LR shop          | 152.74    |
| Dave's Bulk Service            | 4359 gal diesel fuel             | 14378.81  |
| Deep Clean Inc. c/o Jerry Smit | April Jail Cleaning Contr        | 1083.33   |
| Melinda DeJong                 | April Mileage - 375 Miles        | 187.50    |
| Denny's Sanitation Inc.        | garbage serv - Larchwood         | 35.70     |
| Department of Justice Attn: Co | 10% Cash Forfeited/Slade         | 865.90    |
| Designing Performance          | 5/2/13 Oil Change/Service        | 58.10     |
| DJ's Service                   | 28 gal gasohol/739 gal diesel    | 2602.94   |
| Doon Press                     | 4/8/13 Zoning/Brd minutes        | 373.72    |
| Electronic Engineering         | 911 May Console/Rep. maint.      | 1283.75   |
| First Administrators, Inc.     | 5-7-13 Claim run                 | 130107.00 |
| Jody Folkens                   | April Conf Mileage/meals         | 74.29     |
| Frontier                       | May 911 Recurring/GE shop        | 172.17    |
| Frontier Bank                  | 4/11/13 Snow Removal Anne        | 93.75     |
| Shanna Geerdes                 | April Mileage - 279 Miles        | 139.50    |
| GeoComm, Inc.                  | 4/1/13-3/31/16 911 System        | 4220.00   |
| George Office Products         | 20 Cases Paper/toner/ink         | 2478.30   |
| Morales Gonzalo Jr             | IDPH Practical Test Exam         | 30.00     |
| Graham Tire S.F. North         | 1 Eagle Tire 6011                | 109.49    |
| Amie Griesse                   | 5/10/13 Supplies JH              | 26.21     |
| H & S Homebuilding Center      | Board for Auditor's Offic        | 91.02     |
| HickoryTech                    | 4/25-5/24 Phone #115013          | 3385.36   |

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|--------------------------------|----------------------------------|----------|
| Hillyard / Sioux Falls         | Floor Finish                     | 116.64   |
| Char Huisman                   | April Mileage - 998 Miles        | 499.00   |
| ICIT c/o Alissa Julius         | Registration 6/12-6/14 Sp        | 250.00   |
| IMAGETek, Inc.                 | 3/25-4/24 New Scanner Pro        | 337.50   |
| Institute of Iowa Certified As | Registration July 17-19          | 315.00   |
| Iowa DNR Water Supply Section  | Well Permits(3)                  | 125.00   |
| Iowa Prison Industries         | Vehicle Markings                 | 499.29   |
| ISACA Treasurer Attn:Sandy Hys | SEAT 2013 Annual Dues            | 125.00   |
| JEO Consulting Group Inc       | Service thru 4/19/13 Visi        | 1644.00  |
| Jim Hawk Tr Trailers Inc.      | orings #120/altenator/lights     | 447.13   |
| K & L Electric                 | 3rd Fl Electrical/State          | 333.50   |
| Keith's Korner                 | April Fuel - 82.5 G Gasah        | 279.53   |
| Jolene Korthals                | April Mileage - 1,095 Mil        | 547.50   |
| LeAnn Krull                    | SEAT 5/8/13 Mileage-291 Mi       | 145.50   |
| Eldon E. Kruse                 | 5/3/13 Mileage DistMtg(15        | 326.50   |
| Eric Kupferschmid              | 2/26/13 UPS Charge EE            | 5.27     |
| Marilyn Lafrenz                | April Mileage - 862 Miles        | 431.00   |
| Larchwood Quick Stop           | 54 gal gasahol                   | 184.51   |
| LeadsOnline LLC                | 7/1/13-6/30/14 Online Inv        | 1758.00  |
| Lewis Family Drug, LLC         | April Inmate RX                  | 12.00    |
| LexisNexis                     | April on-line services           | 103.00   |
| Lyon & Sioux Rural Water       | water - LW/LT shop               | 56.50    |
| Lyon County Fair               | Booth @Fair Health services      | 175.00   |
| Lyon County Sheriff Dept.      | Sheriff Fees                     | 138.16   |
| Lyon Manor & Rehab Center      | April Jail Meals 276x\$4.5       | 1242.00  |
| Mail Services. LLC             | May Renewal Notices/Posta        | 356.62   |
| Marco                          | Copier Contract                  | 207.50   |
| Matheson Tri-Gas Inc           | welding tips/glasses/gases       | 810.20   |
| Matt Parrott & Sons Co.        | TimeStamp Labels                 | 242.60   |
| Shayne Mayer                   | April Mileage - 292 Miles        | 146.00   |
| Mid American Energy            | IW and AV shops                  | 535.22   |
| Mike's Sales & Service         | rep hi pres washer-Doon          | 761.07   |
| National Ass'n of County Engr  | NACE reg fee - L Sievers         | 650.00   |
| New Century Press              | Brd Minutes/audit prop./wantads  | 622.05   |
| Northern Iowa Construction Pro | 25-18"X30'CMP/4-48"x20'CMP       | 10376.20 |
| Northwest Iowa Comm. College N | Child Abuse Cert-S.G.            | 25.00    |
| Northwest Iowa Planning & Dev  | 4/16/13 CPR/AED Training         | 228.00   |
| Oak Street Station             | 219.16 G fuel/tire rep/serv call | 937.40   |
| OakLeaf Property Management    | Rental Assistance                | 200.00   |
| Olson Construction             | Block in Basement Window         | 175.00   |
| PCC, Inc. Physician's Claim Co | 4/6-4/12 4/13-16 Amb Billing     | 902.37   |
| Popkes Car Care, Inc.          | Fuel 129.1 G Dyed Diesel amb.    | 456.86   |
| Premier Communications         | May Cable/911 recurring/LR shop  | 725.29   |
| Premier Network Solutions d/b/ | May IT Maint - Sheriff           | 850.00   |
| Rapid Auto Repair Michael D. K | 4/15/13 A-2 Oil Ch/Filter        | 69.95    |
| Rock Rapids Ace Hardware       | Outside Bldg Bulbs/supplies      | 187.86   |
| Rock Rapids Machine & Welding  | steel - durapatcher #90          | 3.08     |
| Lisa R. Rockhill               | April Mileage                    | 416.80   |
| Sanford Health                 | 3/8/13 Inmate Medical            | 6777.97  |
| Dean Schubert                  | Reimb:Tripod for jail cam        | 14.84    |
| Scotty's Paint & Body          | Collison Deductible 6011         | 350.00   |
| Steve Simons                   | 4/30/13 Conf /mileage            | 417.00   |
| Heather Sinnett                | 4/17/13 Mileage Primghar         | 55.00    |
| Sioux County Engineer          | April Septic Insp/mileage        | 230.00   |
| Vicki Slack                    | April Amb Laundry                | 100.00   |
| Solutions, Inc.                | Computer tech support/monitors   | 5497.39  |
| Southwest District ISAA        | Registration 6/12-6/13 Ag        | 175.00   |

|                                |                                    |           |
|--------------------------------|------------------------------------|-----------|
| Jeremy Spaans                  | 3/19-3/20 Jail School Meals        | 34.62     |
| Dr. Dave Springer              | Medical Exam Fee / mileage         | 335.50    |
| Stan Houston Equip Co Inc      | synthetic oil - chainsaws          | 25.59     |
| Melissa Stillson               | April Mileage - 521 Miles          | 260.50    |
| Sturdevant's                   | parts/oil/filters/supplies         | 175.66    |
| Sunshine Foods                 | inmate supplies/HS supplies        | 604.24    |
| Superior Garage Door Inc       | repair 3 OH doors Rrapids          | 388.75    |
| SYSCO Lincoln                  | 4/18/13 Inmate Food                | 838.03    |
| The Shop                       | Wipers 602                         | 40.00     |
| Thomson Reuters                | Iowa Practice Vols. 9-10           | 408.00    |
| Three Rivers Pheasants Forever | 3 BlackHills Spruce Trees          | 44.94     |
| Town & Country                 | April garbage service              | 55.50     |
| TriTechForensics               | Specimen Collection Kits           | 89.90     |
| U.S. Cellular                  | 4/22-5/21 Cell phone/wifi          | 220.31    |
| U.S. Postal Service CMRS-TMS # | Stamps - Sheriff                   | 500.00    |
| United Farmers Coop            | Fuel 122.1 G Gasahol/111 G Dies    | 861.87    |
| United States Postal Service   | Postage-BRM Acct Election          | 50.00     |
| US Bank - Purchase Card        | Fuel/methlab recert/postage/laptop |           |
|                                | /civil school meals/camaera        | 5821.30   |
| Richard VanDenTop              | 3/19-3/20 Jail School Mea          | 25.64     |
| Vander Lee Motors Inc.         | 2-2013 Chev Impalas/oil chg        | 54495.43  |
| Leah VanDerBrink               | April Mileage - 280 Miles          | 140.00    |
| Chris VanderZee                | April Mileage - 403 Miles          | 201.50    |
| Ev VerHoeven                   | 5/10/13 Supplies JH                | 59.00     |
| Verizon Business               | acct 4512330                       | 2.91      |
| Verizon Wireless               | 4/15/18 Wireless Hotspot           | 50.08     |
| WebClimber Services c/o Scott  | 2 Dell Computers 608/HS            | 2346.25   |
| Ziegler Inc.                   | temp sensor/filter #21/labor/      |           |
|                                | Water pump                         | 1775.57   |
| Grand Total                    |                                    | 550542.16 |

|                               |            |
|-------------------------------|------------|
| General Basic Fund            | 69,688.74  |
| General Basic Sub Fund        | 1,644.00   |
| Mental Health Fund            | 687.67     |
| Rural Services Basic Fund     | 37,110.00  |
| Economic Development Fund     | 1,430.32   |
| Secondary Road Fund           | 71,749.42  |
| Debt Service Fund             | 228,661.25 |
| Surcharge on E911             | 7,231.31   |
| Emergency Management Services | 152.08     |
| Sheriff Assesst Forfeiture    | 865.90     |
| Co. Assessor Agency Fund      | 1,214.47   |
| Health Insurance Fund         | 130,107.00 |

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

ATTEST \_\_\_\_\_ APPROVED \_\_\_\_\_  
County Auditor Chairman