

LYON COUNTY AUDITORS OFFICE  
December 23, 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 December 9, 2013 meeting were reviewed. Motion made by Michael approve minutes, seconded by Behrens. Motion carried.

Shari Kastein with Family Crisis Center talked to the Board about their services. Lyon County has 5 staff members working in the county about 4 days a week. Family Crisis Center is asking for \$5000.00 for FY 2014/2015 to help coverage mileage and other costs of new victim advocates. The Board thanked Kastein for coming.

Attorney Shayne Mayer presented the proposed agreement between the union and county. Mayer will present the formal agreement once it is received from the union.

The Union has ratified the proposed Agreement reached between the parties. The proposed Agreement provides for a two-year contract with a 2.5% raise in salary for each year. The parties have agreed to a 1.5% increase to employee contribution to family health insurance premiums per year. The parties have also agreed to draft a Memorandum of Understanding concerning the reimbursement of increased costs of prescription drugs during the 2013-2014 contract. The Memorandum is not complete at this time, but it essentially will provide that with proper documentation, employees will be reimbursed for increased costs through December 31, 2013. The parties have also agreed to a Memorandum of Understanding concerning the safety equipment to be provided by the County. This Memorandum will be completed by January 31, 2014.

The other changes to the current contract language are as follows:

ARTICLE 13-GROUP INSURANCE- Group Health Insurance benefits are available to employees upon application. The Employer shall provide health insurance benefits that are substantially comparable to the present benefits provided to the employees. The Employer shall have the discretion as to the health insurance provider, plan administrator, stop loss provider, and corresponding pharmacy manager. The Employer shall pay 100% of the premium for an employee on an individual plan. In the event the employee selects dependent coverage, also known as a "family plan" the Employee shall pay \$165.50 per month for the contract year of July 1, 2014 through June 31, 2015. The Employee who has selected family plan/dependent coverage shall pay \$191.38 per month for the contract year of July 1, 2015 through June 31, 2016.

The deductible for a single/individual plan is \$500.00. The deductible (maximum) for family/dependent plan is \$1,000. Family amounts are reached from amounts accumulated on behalf of any combination of family members. The cost of the family/dependent coverage or individual/single insurance approved by the Employer shall be deducted from the individual employee's monthly salary. Upon termination or retirement, the Employee's coverage as provided

by the Employer shall cease at the last day of the month in which the Employee's employment is discontinued by either termination or retirement. The aforesaid provision is subject to the provision in Article 11 as it pertains to sick leave.

The benefits as to prescriptions shall be \$5.00 for generic, \$20.00 for preferred and \$40.00 for non-preferred/specialty. The employee is also offered the benefit of being able to order maintenance prescription drugs through the mail in an amount equivalent to a 90 day supply. The costs of a 90 day supply of maintenance drugs shall be \$10.00 for generic, \$40.00 for preferred, and \$80.00 for non-preferred/specialty. If a new prescription drug, albeit maintenance or otherwise, becomes available, the employee is responsible for determining which tier as listed above the subject prescription drug is classified. In the event currently classified prescription drugs are re-categorized, the Employer shall provide reasonable advance notice of the aforesaid re-classification. Upon notice of such event, the Employee shall be responsible for the corresponding, if any, change to the above listed costs. The Employee understands and agrees for specific policy benefit information not contained herein, they shall refer to the policy information provided to them through their enrollment.

The Parties have agreed to the following change as it pertains to the sick leave. In summary, the parties have agreed to give employees who have worked for a continuous six (6) months five days of vacation. This is new to the contract. Also, the parties have agreed to give one extra day to those employees who have worked continuously for the County for 20 years, one extra day. Lastly, employees will be able to use accumulated sick leave to extend insurance benefits for up to 90 days. This will not apply to employees that have been fired/terminated.

See below for the proposed new language to Article 11.

ARTICLE 11-LEAVE- Outstanding sick leave at the time of separation can be used to extend insurance benefits up to a maximum of 90 days. This provision shall not apply to Employees who are terminated/fired.

1. An employee is eligible to receive five (5) days of paid vacation after six (6) months of continuous full-time employment.

5. An employee is eligible to receive twenty one (21) days of paid vacation after twenty (20) years of continuous full-time employment.

The parties have agreed to give the employees an increase in the amount of money they receive for safety boots. Instead of \$100.00 per year, the employees will be reimbursed up to \$180.00 per year for the purchase of safety boots. See below for the proposed language to Article 15.

ARTICLE 15-HEALTH AND SAFETY: Each employee shall be allowed to be reimbursed for the purchase of a pair of safety insulated and a pair of non-insulated safety boots. The total reimbursement amount shall not exceed \$180.00 every twelve (12) months.

Auditor Smit mentioned that more clarity should be added to the 90 day supply amounts to make sure it is understood that the \$10, \$40 and \$80 copays are only if ordered by mail. Mayer stated she could clarify that more. Motion to approve contract by Peters, seconded by Michael. Motion carried.

Resolution 2013-34 to fund the Lyon County Economic Development Consortium was presented by Mayer and Steve Simons, Lyon County Economic Development Director. The Lyon County Economic Development Consortium has received a \$50,000 grant from the Lyon County Riverboat Foundation with a \$50,000 match from Lyon County.

#### **Resolution 2013-34**

#### **RESOLUTION AUTHORIZING CONTRIBUTION TO THE LYON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM**

**WHEREAS**, Lyon County has a "Development Project Fund" that was created with the mission of encouraging economic development by providing a secondary funding source/option that is intended to compliment the primary funding source/option for qualifying business start-up, expansion, retention or relocation projects within Lyon County.

**WHEREAS**, in accordance with Chapter 15A of the Code of Iowa, the Lyon County Board of Supervisors believes providing and or loaning funds to businesses for development projects in Lyon County meets and accomplishes a public purpose as contemplated by Iowa Code in that such actions lead to increased employment opportunities and expansion of the tax base which in turn benefits Lyon County residents.

**WHEREAS**, the Lyon County Economic Development Consortium (LCEDC) is a non-profit 28E organization that consists of representatives from Lyon County and various communities within the political boundary of Lyon County, Iowa. The LCEDC is an organization with a Board of Directors, by-laws, and has written policies and procedures that ensure compliance with Chapter 15A of the Iowa Code.

**WHEREAS**, the mission of the LCEDC is to implement economic development projects within Lyon County by the lending of monies and/or working with conventional lenders to lend to businesses located in Lyon County, Iowa for various economic development projects.

**WHEREAS**, the mission of Lyon County's "Development Project Fund" and the LCEDC parallel each other and the public purpose of providing loans to businesses is properly documented.

**WHEREAS**, the LCEDC is in need of \$50,000 in matching funds in order to receive a \$50,000 grant from the Lyon County Riverboat Foundation. LCEDC has requested that the Lyon County Board of Supervisors provide the initial \$50,000.00 to the LCEDC from the "Lyon County Development Project Fund" so to allow the LCEDC to obtain the matched funds from the Lyon County Riverboat Foundation.

**WHEREAS**, the Lyon County Board of Supervisors understand and agree the funds requested shall be provided as a one-time grant to the LCEDC; however, this does not preclude the Board of Supervisors authorizing future grants to the LCEDC. Furthermore, the Lyon County Board of Supervisors understand and

agree such funds shall be given to the LCEDC with the understanding the LCEDC shall not have to repay such funds to Lyon County.

**WHEREAS**, by agreeing to the above grant, the parties agree that the Lyon County Board of Supervisors do not represent nor shall they be held responsible for any issues arising from LCEDC's projects, any failure of LCEDC to comply with Iowa law, or any other complaint arising from potential borrowers and partnering lending institutions.

**WHEREAS**, the Lyon County Board of Supervisors and the LCEDC understand and agree that there are no guarantees as to success of loan(s) made by the LCEDC and partnering conventional lenders. Therefore, Lyon County, and the Lyon County Board of Supervisors, by virtue of their duties as supervisors and for the aforesaid reasons, agree to forever hold harmless the LCEDC as to subsequent loans made using all or part of the above requested funds.

**THEREFORE, BE IT RESOLVED**, the Lyon County Board of Supervisors has determined that a public purpose will reasonably be accomplished by the dispensing of \$50,000.00 to the LCEDC and hereby authorizes such contribution from the "Development Project Fund" to the Lyon County Economic Development Consortium in order to satisfy the matching requirements of the Lyon County Riverboat Foundation.

Passed and approved this 23<sup>rd</sup> day of December, 2013.

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

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Randy Bosch, Board Chairman

Simons notified the Board also of the Riverboat Foundation's per year distribution amount requirements and that the county may need to give the \$50,000 match in 2013 or 2014 depending on the Foundation's distributions. The Board gave permission for the Auditor's office to cut the \$50,000 check as a handwritten warrant in either year (2013 or 2014) to work with the Foundation's requirements. Simons will let the Auditor's Office know when to cut the check. Motion by Behrens to approve and sign Resolution 2013-34, seconded by Michael. Motion carried.

Due to Emmet, Dickinson and Palo Alto counties discussing moving to other mental health regions, the Board tabled signing the 28E agreement for the Northwest Iowa Care Connections Region. The Board will contact Kim Wilson, elected director of the region, and the other regions to gain insight as to which region is best for Lyon County.

Lisa Rockhill, CPC, presented the Seasons contract that will be effective from 1-01-2014 until 6-30-2014 as after that date services will be paid by whichever region Lyon County joins. Motion by Michael to approve and Chairman sign Seasons contract, seconded by Peters. Motion carried.

County Engineer Laura Sievers informed the Board that the DOT lettings for the Bridge deck overlay on A18 over the Sioux River and the PCC Overlay came in under estimates. The Board recommended media announcements before starting

on the bridge overlay. Sievers will bring the contracts in for approval when she receives them.

The bridge replacement on Jay Avenue will use federal funds. Sievers stated the project was designed by the Engineer's office with an originally estimated cost of \$170,000-\$180,000. The estimate is now closer to \$220,000.

In regards to the Little Rock Shop project, Supervisor Peters has talked with the landowner who is firm on price. The Board and Sievers agree that the location is ideal and will take very little prep work. The Board decided to have Peters talk to the landowner about buying at the price the owner is asking.

Sale of the George shop property was discussed. Sievers compiled costs incurred by the county so far to estimate a minimum bid. The sale will be a sealed bid sale with a minimum bid set at \$6,000.00. Motion by Behrens to set a public hearing date for January 20<sup>th</sup> at 11:00 a.m., second by Michael. Motion carried.

Compensation Board President, Jim Haberkorn, and Vice President, Jim McConnell, addressed the Board to give the Supervisors the Compensation Board salary recommendations for fiscal year 2014/2015. The Compensation Board recommended a 2.75% increase in salary for Auditor, Recorder, Treasurer and Sheriff. Their recommendation for Attorney was 2.50% as was requested by the Attorney and 0% for the Board of Supervisors as requested by the Supervisors. The Supervisors thanked Haberkorn and McConnell for their time. Motion by Koedam to accept recommendation by the Compensation Board as presented, second by Behrens. Motion carried.

The Board had a lengthy discussion regarding increasing employee health insurance costs. Items discussed were matching the union's proposal, leaving it as is, increasing it by a different percentage. The Board decided to raise employee family insurance plan costs by 1.5% making the new employee cost \$169.22 per month. This increases the employee percentage from 9.21%(140.00) to 10.71%(169.22).

Motion by Michael, seconded by Koedam to appoint Craig Van Otterloo, Lyon County Conservation Director, to the Loess Hills Development & Conservation Authority. Motion carried.

The 2013 Weed Commissioner reports were reviewed and motion made by Koedam, seconded by Behrens to approve reports. Motion carried.

Conservation Director Van Otterloo's Board approved hiring Kayla Gerloff at 13.00/hr. as an office manager/secretary at their November 11, 2013 meeting.

Supervisor Michael will be meeting with Sioux Falls Two Way Radio 9:30 a.m. on the 26th to do a walkthrough to evaluate our panic alarm system.

Supervisor Bosch attended a Seasons meeting.

Supervisor Peters attended a Judicial Magistrate meeting. Peters stated Jenny Winterfield was appointed to be the incoming Magistrate.

Supervisor Behrens attended a Mental Health redesign meeting, a landfill meeting and the Lyon County Economic Advisory Board meeting.

Payroll dated 12-13-2013 was reviewed and approved.

Payroll Warrant Register in the amount of \$24,231.57 is listed by fund.

General Basic Fund	3,294.45
Rural Service Basic Fund	6,856.73
Secondary Road Fund	14,080.39

Payroll Disbursement Register in the amount of \$53,532.58 is listed by Fund.

General Basic Fund	8,752.38
Rural Services Basic Fund	13,614.44
Secondary Road Fund	31,165.76

Claims dated 12-10-2013 in the amount of \$48,984.44 were reviewed and approved. Check sequence #107059-107080.

A & J Electric Allen VanEngen	SeasonalSites-Electrical	12017.80
Alliance Communications	LPRA Telephone, LD,Internet	72.00
Campbell Supply	Hitch Pin, Lynch pins	17.77
City of Rock Rapids Municipal	Office Utilities	160.18
Cooperative Energy Company	84.3 G Gasahol	254.18
Dave's Bulk Service	250 G Off Road Diesel	850.00
George Office Products	Desk Calendars,Planners	146.59
Gleason's Instant Tree Co,INC.	SeasonalSites-Trees (31)	4185.00
I Wireless	Cell Phones	166.06
Leuthold Plumbing/Heating Inc	Season Sites,PVC Pipe,Trenching	3923.20
Lyon & Sioux Rural Water	19,000 G Water	97.75
Lyon Rural Electric Coop	LPRA Electric	785.28
Premier Communications	Office Phone,LD,Internet	99.52
Rock Rapids Ace Hardware	Oil & Antifreeze	82.50
Sam's Club	5 phone headsets for shop	129.86
Sturdevant's	Seat Cover	103.97
Tama County Conservation Bob E	Winterfest Registration	190.00
Todd's True Value	12 oz Blk Enamel	9.48
US Bank - Purchase Card Purcha	Galls-Lights for Truck	683.55
Valley Excavating	S.Sites-239.65T Crushed concrete	4989.75
Warren County Conservation Att	IAN Membership Dues	20.00

General Basic Fund	5,791.89
CS Projects & Acq. Fund	43,192.55

Claims dated 12-17-2013 in the amount of \$1,302.24 were reviewed and approved. Check sequence #107147-107156.

Jerry M. Baatz	Mileage (20) Dec Mtg	10.00
Dennis Hansmann	Mileage (30) Dec Mtg	15.00
Corey Heimensen	Office Space Rent Jan 2014	160.60

HickoryTech	Telephone - November	48.50
Lewis Family Drug, LLC	RX Assistance	272.40
Marco	Quarterly Copier Maint	89.74
MidAmerican Energy	Utilities Assistance	156.00
Rocky Schlichter	Rent Assistance	350.00
Total Stop Food Store	Food Assistance	200.00

General Basic Fund 1,302.24

Claims dated 12-23-2013 in the amount of \$174,744.68 were reviewed and approved. Check sequence #107157-107275.

Airgas USA LLC	hardhats,welding lens, gascans	513.50
Alliant Energy	LR Shop/Shed utilites	648.93
AT & T	911 Recurring 233-0016	40.72
Barnes Distribution	hardware	95.05
Allen Blauwet	12/18/13 LCED Brd Mtg (27 mi)	13.50
Larry Boeve	12/18/13 LCED Brd Mtg (29 mi)	14.50
Rod Borer	12/18/13 LCED Brd Mtg (31 mi)	15.50
Boyer Trucks	core return #6 p/s gear	439.98
Brown Supply Company	3 bolts red flag material	236.25
Campbell Supply	hydraulic hoses, clevis,welder	1156.85
Century Link - Business	10/24-11/14 Long Dist #71972893	62.29
Fred J. Christians	2013 Non-Tax Mileage	234.39
City of Alford	utilities	45.80
City of George	utilities	21.25
City of Rock Rapids City Offic	12/18/13 Rent Mtg Room LC	40.00
Clearview Windshield Inc.	tinted glass/install #86	145.56
Cooperative Energy Company	Sheriff Nov Fuel 368.45 G Gasah	1106.79
Corner Rexall Drugs	Health Supplies	12.30
Custom Truck Equipment Inc.	blade guide #26	16.20
Deep Clean Inc. c/o Jerry Smit	Dec Cleaning Contract	1083.33
DGR Engineering	Boundary Survey George Shop	947.04
Doon Press	Public Not/minutes/Ads/hearings	931.88
Driveline Service, Inc.	ujoint installation #17	27.01
Electronic Engineering	2 Pagers / Amb	1036.00
Erv's Farm Repair	skidplate repairs #22,#26	127.00
First Administrators, Inc. ACH	12/17/13 Claims	138.94
Foundation 2	Nov Juv Care (30 Days)	1399.50
Frank Dunn Company	high performance patch	579.00
Frontier	Dec 911 Recurring/GE phone	173.01
Frontier Bank	Snow Removal	80.00
George Office Products	Office Supplies	611.77
Griggs Environmental Strategie	archaeological survey	4000.00
H & S Homebuilding Center	2 recievers-RR shop doors	540.00
Allen D. Hansman	Oct/Nov Transportation	1920.00
Elwyn Hoogendoorn	Fill 3 Wells	1200.00
Hope Haven	November Service	8844.14
Alvin C. Huyser	steel toe shoes	74.25
I Wireless	12/3/13-1/2/14 cellphones	619.64
Iowa Plains Signing Inc.	6 rolls reflective fence	1140.00
Iowa Secretary of State	Notary Renewal - Krull	30.00
JCL Solutions-Janitors Closet	Fresh Cans	79.85
Jim Hawk Tr Trailers Inc.	tail lights#29/air dryer filters	152.18
K & L Electric	12/6/13 Replace Ballast A	57.25
Keizer Plumbing	12/9/13 Check Boiler/Amb	50.00

Wes Koedam	12/18/13 LCED Brd Mileage	12.50
LeAnn Krull	12/18/13 Mileage MH Mtg	31.50
LexisNexis	Nov On-Line Sevices	106.00
Little Rock Free Lance	PT Sanit. Job Vac./snow notice	51.30
Lyon County Historical Society	FY2014 Allocation	7000.00
Lyon County News	PT Sanit. Job Vac./snow notic	93.60
Lyon Rural Electric Coop	security light rental/LT util.	1073.45
Marco	7/27/13-10/26/13 Copier Maint.	646.41
Matt Parrott & Sons Co.	5,000 Laser AP Checks	442.49
McCarty Motors	2014 Ford Explorer XLT	26734.00
MidAmerican Energy	IW/AV shop utilities	550.43
Mills & Miller	102.99 tons salt	6076.41
Modern Gas Company	325.2 gal LP gas	585.36
Colette Nath	2013 Non-Tax Mileage	134.10
New Century Press	Brd Min/Ord 2013-03	321.76
Northwest Iowa Comm. College N	Amb Mtg Cert (21 certs)	105.00
Northwest Iowa Planning	SHIELD 3rd Draw	2000.00
Oak Street Station	80.1G Unld/80.3G E10/oil chg	459.55
PDI Professional Developers of	2014 Member Dues	310.00
Kirk J. Peters	Magistrate Comm Mileage	62.00
Kyle Peters	436 mi@.50 Engr Conf Ames	218.00
Pitney Bowes	Oct-Dec postage meter	370.59
Postmaster	Stamps - HS	184.00
Xochitl Robison	Nov Contract Hrs/4.75	104.50
Rock Rapids Ace Hardware	Supplies Wire/Ladder Hang/tools	81.93
Sanford Health	5 random drugtests/4 hear tests	240.00
Sanford USD Medical Center	Nov Physical Therapy/supplies	381.63
Marilee Schleusner	Dist Mtg 386 Mi/2013 Nontax mi.	385.92
Seasons Northwest Iowa Mental	December Consult/Oct 13 service	6855.00
Sioux County Engineer	Nov Septic Inspections	890.13
Siouxland District Health Dept	Hospital/PH Contract L.Orr	5213.97
Sirchie Finger Print Laborator	Fingerprint Lifts	108.05
Stensland Gravel Co.	14.32 Rock 2'-3'/delivery	699.40
Sturdevant's	Battery for Van less core	101.64
Sunshine Foods	coffee	32.67
Trane	Dec Generator Maint	313.25
U.S. Cellular	11/22-12/21/13 Cellphones	221.64
United States Postal Service	10 sheets Stamps	92.00
US Bank - Purchase Card Purcha	Fuel/ISAC Fall school/MAEDC Conf/ Printer/ICD9 manual	7435.55
J.C. VanderZee D.D.S. Family D	12/10/13 Sharp Container	20.00
Darrell VandeVegte	Magistrate Comm Mileage	28.00
Brent VanRegenmorter	12/18/13 LCED Brd Mtg (36 mi)	18.00
Verizon Business	acct 4512330	2.80
Verizon Wireless	12/3/13-1/2/14 Cells/patrolair	674.22
Village Northwest Unlimit	October Service	233.96
Wall Street Printers	Client Financial	97.50
WebClimber Services c/o Scott	Posting Past Supv Mtg	41.25
Wellmark BlueCross BlueShield	12/1/13-12/13/13 Claims	62883.09
Kathi Wilke	12/18/13 LCED Brd Mtg (17 mi)	8.50
Ziegler Inc.	radio#83/filters#55/seals injector Brgs, overhaul #59	9310.48
General Basic Fund	29,840.55	
Mental Health Fund	18,127.40	
Rural Services Basic Fund	2,173.28	
Economic Development Fund	2,443.80	

Secondary Road Fund	57,148.62
Surcharge on E911	170.67
Emergency Management Services	108.41
Co. Assessor Agency Fund	1,709.92
Health Insurance Fund	63,022.03

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

ATTEST

APPROVED

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County Auditor

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Chairman