

LYON COUNTY AUDITORS OFFICE  
July 7, 2014

ROCK RAPIDS, IOWA

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

The minutes of the June 23, 2014 meeting were reviewed. Motion made by Behrens to approve minutes, seconded by Koedam. Motion carried.

Steve Simons reported he has been helping RR Development with housing needs due to the flood.

There were no comments received regarding the Stensland Dairy expansion application. Motion to approve Stensland application by Koedam, second by Behrens. Motion carried.

Wilma Miller, county service officer with Veteran's Affairs, joined the meeting to discuss her plans to retire as of December 31, 2014. The Board will need to find a replacement for her as well as an office space. The replacement will need to be a veteran per IA Code. The Board will start looking at an office space and get the ad in the paper.

Engineer Sievers presented Resolution 2014-17 to set bridge widths. Sievers stated the County needs to have a bridge width resolution in place to be able to replace old/damaged bridges with new bridges that fulfill current needs.

**RESOLUTION NO. 2014-17**

The Board of Supervisors advises and consents to the policy for the determination of the width of bridges and culverts constructed in Lyon County, to include replacement bridges and culverts, shall be determined on a case by case basis by the County Engineer.

Factors that are to be considered:

1. Iowa Department of Transportation "Design Aids for Rural Roads" - I.M. 3.210
2. FHWA recommendations
3. Roadway surface
4. Roadway width
5. Traffic count

All bridges and culverts shall be at a minimum 28' wide on non-hard surfaced roadways and 32' on PCC or HMA paved surface roadways. All replacement bridges and culverts will be primarily made of concrete.

Date: July 7, 2014

/s/ Merle Koedam  
/s/ Mark Behrens

/s/ Kirk Peters  
/s/ Randy Bosch, Chairman, Board of Supervisors

ATTEST: /s/ Jen Smit, Lyon County Auditor

Motion by Peters, second by Behrens to approve and have Chairman sign Resolution 2014-17. Motion carried.

Sievers updated the Board on road washouts and structural damages due to the flood. Highway A52 by Doon is a priority to get fixed. The information will be sent in to the State and Sievers is hopeful that due to the road being closed, the county should receive the go ahead to get 3 emergency bids for the project. Slides on A26 and A18 are also a major project priority. FHWA (Federal Highway Administration) requires counties to have High Risk Scour Bridges closed when water comes within 2' under the bridge deck. The Engineer needs to inspect the bridges to open them back up. Due to all of the issues that Sievers is dealing with, she asked Calhoun-Bruns to do the inspections. As a result there are 3 bridges that have full closures on them with fencing because there were deemed unsafe. Calhoun-Bruns will be starting the regular bridge inspection this week as well which may require more bridges to become closed. Sievers is waiting for the President's disaster declaration.

Flood debris cleanup will also need to be done. Sievers stated that due to the amount of work her department currently has, there is no way they will get to that. Sievers would like to have that part let out for bids and hopes local area people are able to get the bids.

The Secondary Road shop is getting back in order. The Board asked Sievers to fence off the area around the Rock Rapids shop before the fair as they feel that area is not safe for people to be parking on.

Resolution 2014-15 was presented by Chairman Bosch for FY 14-15 department appropriations.

**Resolution 2014 - 15**  
**2014/2015 Department Appropriations**

**Whereas** Departments will need their 14/2015 appropriations for the new fiscal year as provided by Iowa Code Section 331.434.

The amounts deemed necessary for each of the departments are as follows:

Department 01, Supervisors	248,784
Department 02, Auditor	325,934
Department 03, Treasurer	403,298
Department 04, Attorney	273,509
Department 05, Sheriff	2,582,432
Department 07, Recorder	183,585
Department 15, Courthouse Annex	21,750
Department 16, Courthouse Security	23,685
Department 20, County Engineer	6,445,628
Department 21, Veteran Affairs	56,075
Department 22, Conservation Board	610,290





ECONOMIC DEVELOPMENT DIRECTOR: Stephen Simons \$61,235

ASSESSOR:	Fred Christians	\$57,598
	Marilee Schleusner	\$45,148 (80%)
	Colette Nath	\$40,633 (72%)
	Pam Tille	\$15.00 per hour
	Board of Review	\$50 per diem

TREASURERS OFFICE:	Cheryl Bos	\$44,584 (79%)
	Hedy Kruger	\$39,505 (70%)

RECORDER: Heather Stubbe (PT)\$13.00/hr., 1-1-2015 \$13.50/hr.

AUDITOR: Carrie Johnson, Clerk (FT)\$13.00/hr.

EMERGENCY MANAGEMENT SERVICES DIRECTOR: Arden Kopischke \$28,630.

COUNTY HEALTH SERVICES: The Lyon County Board of Health recommends:

Jody Folkens, Administrator	\$58,519
Angela Beek (PT)	\$21.85/hr
Vicki Borman, HCA, (FT)	\$14.14/hr
Mel DeJong (PT)	\$25.45/hr
Connie Douglass (FT)	\$15.50/hr
Char Huisman, HCA, (FT)	\$13.30/hr
Marilyn LaFrenz, HCA, (FT)	\$13.01/hr
Melissa Stillson(FT)	\$24.93/hr.
Chris Vander Zee(FT)	\$26.11/hr.
Bonnie Wilson, Secretary(FT)	\$17.50/hr.
Vision Screening Tech	\$10.88/hr.

ATTORNEY'S OFFICE:

Shelly Palmer, secretary	\$46,277 (82%)
Heather Heimensen, crime victim witness coord. (PT)	\$23.43/hr.
Karlee Nagel (PT)	\$13.20/hr.

COURTHOUSE SECURITY 3<sup>RD</sup> FL - per Board minutes from 3-11-2013, courthouse security will receive a minimum of 4 hours pay when scheduled.

Blythe Bloemendaal	\$23.33/hr.
Donald Fastert	\$23.33/hr.
Greg Harson	\$23.33/hr.
Nathan Herman	\$23.33/hr.
Wayne Jepsen	\$23.33/hr.
Matthew Ross	\$23.33/hr.
John Sells	\$23.33/hr.
Darren Wielenga	\$23.33/hr.
Kelli Willett	\$23.33/hr.

POLL WORKERS: Per Diem set at \$130.00 for full day / \$80.00 for Noon to 8:00 p.m. / School of Instruction \$16.00 and mileage @ .50 cents per mile for fiscal year 2014/2015.

SHERIFFS DEPARTMENT: Deputies based on Sheriff's salary-\$79,648

Jerry Birkey, Chief Dep.-Det.	\$67,701 (85%)
Rick Bos, Deputy	\$66,108 (83%)
Mark Dorhout, Deputy	\$66,108 (83%)
Chad Klosterbuer, Deputy	\$66,108 (83%)
Fred Landis, Lieutenant	\$66,904 (84%)

Nyron Moore, Deputy	\$55,754 (70% until certified)
Kyle Munneke, Deputy	\$59,736 (75% until 4-15-15 then 77%)
Kyle Oostra, Deputy	\$55,754 (70% until certified)
Stephanie Schreurs, Deputy	\$66,108 (83%)
Rob Ver Meer, Deputy	\$66,108 (83%)
Charles Zech, Deputy	\$59,736 (75% until 6-6-15 then 77%)

OFFICE:

Beth Lupkes, Secretary (PT)	\$20.58/hr.
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DISPATCHERS:

Heidi Borer (PT)	\$14.26/hr.
Roberta Flier (FT)	\$19.27/hr.
Joseph Grady (PT)	\$14.26/hr.
LuAnn Serck (FT)	\$19.27/hr.
Heather Sinnett (PT)	\$16.51/hr.
Barb Sprock (FT)	\$21.58/hr.
Sandy Wissink (FT)	\$19.27/hr.
Starting wage	\$14.26/hr.

JAILERS: Jailers pay is based on a percentage of the administrator's wages.

Dean Schubert, Administrator	\$23.38/hr.
Craig Bontje (FT)	\$19.17/hr. (82%)
DeAnn Drewes (FT)	\$19.87/hr. (85%)
Joseph Grady (PT)	\$15.20/hr. (65%)
Jason Kelly (FT)	\$17.77/hr. (76%)
Rebecca Kirkland (PT)	\$14.26/hr (until certified then \$15.20)
Gonzalo Morales, Jr. (FT)	\$17.30/hr. (74%)
Diane Schroeder (FT)	\$19.87/hr. (85%)
Cindi Steenblock (FT)	\$19.17/hr, (82%)
Leigh Stewart (FT)	\$19.87/hr. (85%)
Richard Vanden Top (FT)	\$18.47/hr. (79% until 6-1-2015 then 85%)
New Hire	\$14.26/hr until certified
Matron Fee	\$12.00/hr.
Per Diem	\$25.00
Interpretation Fees	\$25.00/hr.

CONSERVATION BOARD:

Craig Van Otterloo, Director	\$69,304
Kyle Ciesielski, Park Ranger	\$52,209
Justin Smith, Park Ranger	\$49,755
Emily Ostrander, Naturalist	\$41,220
Kayla Gerloff, Secretary (PT)	\$14.00/hr.

COURTHOUSE: Full time custodial, Lance Iwen \$18.30/hr.

SECONDARY ROAD ENGINEER OFFICE:

Laura Sievers, Engineer	\$95,040
Gary Vogel, Road Superintendent	\$29.33/hr.
Lori Van Maanen, Office Manager	\$46,277

SECONDARY ROAD SALARIES: All hourly wages and title are set by the Union Contract.

Kyle Peters, Inspector I	\$23.79/hr.
Jared Van Engen, Mechanic	\$22.22/hr.
Inspector II, vacant	\$22.45/hr.

All Maintenance II employees are listed hourly as follows:

Bradley Ageson	\$21.10/hr.
Robert Ageson	\$21.10/hr.
Steven Ageson	\$21.10/hr.
Timothy Dammann	\$21.10/hr.
Rickie Denekas	\$21.10/hr.
Gerald Graves	\$21.10/hr.
Robert Gruis	\$21.10/hr.
Dustin Horstman	\$21.10/hr.
Alvin Huyser	\$21.10/hr.
David Jackson	\$21.10/hr.
Gene Kruger	\$21.10/hr.
Jeffrey Kruse	\$21.10/hr.
John McCarty	\$21.10/hr.
Kenneth Roemen	\$21.10/hr.
Jeffery Schmidt	\$21.10/hr.
Dan Schreurs	\$21.10/hr.
William Schreurs	\$21.10/hr.
Martin Schoening	\$21.10/hr.
Daniel VanGeest	\$21.10/hr.
Lyle VerHoeven	\$21.10/hr.
Jay Vogel	\$21.10/hr.

ZONING ADMINISTRATOR: The Board reviewed Zoning Administrator and Secretary appointments.

Fred Christians, Zoning Administrator	7-1-2014 to 6-30-2015	\$3,800/yr.
Pam Tille, Zoning Board Secretary	7-1-2014 to 6-30-2015	\$13.40/hr.
Zoning Board of Adjustment and Zoning Commission members		\$20.00 per diem.

TOWNSHIP CLERKS/TRUSTEES: \$15.00 per diem.

VETERAN AFFAIRS: Wilma Miller, Administrator \$15,000/yr.  
Board Members: Dennis Altman, Dennis Hansmann, Jerry Baatz \$50.00/meeting.

WEED COMMISSIONERS:

John C. Van Veldhuizen	\$3,600/yr.
John Smidstra	\$3,600/yr.

AMBULANCE SQUAD: \$3.50 per hour for scheduled time and \$7.25/hr. for time on a call. Races 2 EMT's \$75 per night.

Sherry Bakker, Amy Borman, Marlene Bowers, Bonnie Haviland, Richard Heidloff, Stanley Knobloch, Eric Kupferschmid, Jennifer Miller, Deb Mowry, Sara Schubert, Dale Slack, Jennifer Smit, Sara Sprock and Craig Wynia.

Health Insurance Costs for fiscal year 2014/15 are as follows: Single Plan Cost \$700/Deductible \$500; Family Plan Cost \$1580/ Deductible \$1000.

Employee Health Insurance Rates: Non-Union Employees: Single Plan \$0, Family Plan \$177.12; Union Employees: Single Plan \$0; Family Plan \$165.50.

Auditor Smit presented the tax levy rates for FY2014-2015 taxes. Motion by Behrens, second by Peters to approve tax levy rates. Motion carried.

The Board reviewed the five Disabled Veterans Homestead Credit applications that had been received by the Assessor's office. Motion by Koedam, second by Behrens to approve and have Chairman sign the applications.

Supervisor Koedam attended MidSioux, NW IA Planning and Development, Rides, and Compass Pointe meetings and Congressman King's flood visit.

Supervisor Peters attended Congressman King's flood visit.

Supervisor Behrens attended NWIA Care Connections Luther Snow Community Support meeting and Congressman King's flood visit.

Supervisor Bosch attended Seasons and NW IA Early Childhood meetings.

Payroll Disbursement Register dated 6-26-2014 in the amount of \$271,551.53 was reviewed, approved, and is listed by fund.

General Basic Fund	97,191.96
General Supplemental Fund	56,040.00
Mental Health Fund	3,290.34
Rural Service Basic Fund	29,795.32
Economic Development Fund	4,094.30
Secondary Road Fund	68,452.10
Emergency Management Serv	757.38
Co Assessor Agency Fund	11,930.13

Payroll Warrant Register dated 6-26-2014 in the amount of \$198,850.45 was reviewed, approved, and is listed by fund.

General Basic Fund	130,810.67
Mental Health Fund	2,486.08
Rural Services Basic Fund	15,039.80
Economic Development Fund	3,170.21
Secondary Road Fund	36,357.85
Emergency Management Serv	1,574.22
Co. Assessor Agency Fund	9,411.62

Handwritten claim dated 6-25-2014 in the amount of \$31,290.61 to Wellmark BlueCross BlueShield was reviewed and approved. Check sequence #110287.

Health Insurance Fund	31,290.61
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Claims dated 7-7-2014 were reviewed, approved and are listed by fund. Check sequence #110436-110494.

Alliance Communications	IW, LW, AV & LT telephone	133.24
Angie Beek	6/16-6/30/14 Mileage (197)	98.50
Blue Tarp Financial, Inc.	water pump - RR	439.99
Vicki Borman	Mileage (282 mi), cellphn reimb	156.00
Cheryl Bos	Mileage (145 Mi)	72.50
Rick Bos	5/6/14 Illinois Toll, meal	8.49



Century Link	6/13-7/12 Recurring,911 recurr	403.98
Century Link - Business	5/16/14-6/15/14 Long Dist.	236.71
City of Doon	utilities	33.00
City of Larchwood	utilities	62.54
City of Rock Rapids Municipal	May Utilities	4732.31
Corner Service	tire repair #44	18.50
Dockendorf Equipment Co	Gas pump w/ meter-Larchwd	1226.82
Connie Douglass	June Mileage(75 mi),cellph reimb	52.50
Enventis	6/25-7/24/14 phone/recurring	1382.16
Jody Folkens	Mileage (172 mi),cellphn reimb	101.00
George Office Products	warrant boxes, markers	201.06
Hallett Materials	30000 ton gravel @ 4.25/ton	127500.00
Hiller Lumber	bridge lumber,steel Tposts	324.98
Char Huisman	June Cell Phone Reimb	15.00
IMWCA	FY2015 WC Premium	181323.00
Iowa Communities Assur Pool	FY2015 General Liability	170243.65
ISAC Group Unemployment Fund I	2nd Q 2014 Unemployment	2797.18
Jim Hawk Tr Trailers Inc.	A/C machine RR,battery charger	4735.99
Arden Kopischke	6/20/14 Mileage - 382 Mil	191.00
Marilyn Lafrenz	6/16-6/30/14 Mileage (456 mi)	228.00
Larchwood Quick Stop	45 gal gasahol	155.05
Lyon & Sioux Rural Water	water - Lester/Larchwood shop	56.00
MidAmerican Energy	Doon Shop	77.78
Myrl & Roy's Paving Inc.	427.9 ton 3/4" shdr mat	1711.60
New Century Press	Notice to Bidder LR shop	68.64
Northern Iowa Construction Pro	18" CMP, 18" bands	7633.60
Premier Communications	Little Rock telephone	28.76
Richarz Repair LLC.	brakes, oil bath seal #26.labor	462.26
Xochitl Robison	June Contract hrs / 16.75	368.50
Rock Rapids Ace Hardware	liquid bleach,bugspray,pails	118.60
Lisa R. Rockhill	June Mileage(1000 mi),meal	513.89
Marilee Schleusner	6/20/14 Mileage (117 mi)	58.50
Steve Simons	Mileage (587 Mi),mtg regist	318.50
Sioux Falls Two Way Radio	1 pager & 1 charger	550.00
Melissa Stillson	Mileage (185 mi),Cellphn Reimb	107.50
Sturdevant's	parts, filters	52.81
Todd's True Value	glass cleaner	2.79
Trackside Repair & Towing - D	winching, towing #22	950.00
U.S. Postal Service Postage-By	Postage	600.00
United Farmers Coop	57 gal gasohol,DEF,steel posts	319.98
Chris VanderZee	Mileage (293 mi),cellphn reimb	161.50
Jody VandeWeerd	June Mileage (34 mi)	17.00
Jared VanEngen	7 digital cameras	282.32
Verizon Wireless	Hotspot,cellphone,patrol aircard	546.82
Wellmark BlueCross BlueShield	6/12/14-6/27/14 Claims	12948.95
Bonnie Wilson	June Cell phone Reimb	15.00
Ziegler Inc.	alternator,labor,batteries #59, Oil sample kits	2706.12

General Basic Fund	8,054.59
General Basic Sub Fund	152,118.65
Mental Health Fund	706.28
Rural Services Basic Fund	25,232.95
Economic Development Fund	3,203.27
Secondary Road Fund	316,629.99
Surcharge on E911	2,077.39
Emergency Management Services	1,647.71

Co. Assessor Agency Fund           4,930.79  
Health Insurance Fund               12,948.95

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

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