

LYON COUNTY AUDITORS OFFICE  
May 11, 2015

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 27, 2015 meeting were reviewed. Motion made by Michael to approve minutes, seconded by Peters. Motion carried.

Arden Kopischke was present to answer any questions regarding the Lyon County Comprehensive Emergency Management Plan. This plan, when implemented, shall be used by Lyon County response organizations to obtain full and efficient use of existing resources, organizations, and systems in their response to emergencies and disasters that could and/or have occurred in the county. Chairman Bosch introduced Resolution 2015-18 approving the comprehensive emergency management plan.

Resolution 2015-18

Lyon County Comprehensive Emergency Management Plan

WHEREAS, the Board of Supervisors of Lyon County, Iowa, pursuant to Iowa Code is vested with the authority of administering the affairs of Lyon County, Iowa, and

WHEREAS, it has been determined that a County Comprehensive Emergency Management Plan has been developed in order to provide for a coordinated response to a disaster or emergency in Lyon County.

WHEREAS, the Board of Supervisors of Lyon County, Iowa, deems it advisable and in the best interest of Lyon County to approve said Comprehensive Emergency Management Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Lyon County, Iowa, the Lyon County Comprehensive Emergency Management Plan be, and hereby is, approved.

PASSED AND APPROVED THIS 11<sup>TH</sup> day of May, 2015.

Lyon County Board of Supervisors:

/s/ Randy Bosch, Chairperson, Mark Behrens, Kirk Peters, Steve Michael, Merle Koedam

Motion by Peters, second by Behrens to approve and sign Resolution 2015-18. Motion carried.

Kopischke also reported that E911 has been very busy lately. Kopischke is working to get E911 information centered to the EMA instead of going to dispatch and/or sheriff. As the information was going to multiple contacts in the past, Lyon County has missed out on opportunities to apply for grant dollars through the E911 system. With the new things coming in E911 (Alert

Iowa, E911 mapping updates with the state) Kopischke is putting in more hours than the 20 hours allowed for emergency management. The EMPG grant flags hours put down for E911 as those hours are not allowed for the grant. Kopischke asked the Board to consider increasing the hours the EMA puts in. The Board asked Kospischke to talk with his commissions about this as well.

Chairman Bosch introduced Resolution 2015-17 to increase department appropriations to 100% for FY 2014/2015.

**Resolution 2015 - 17 Increase Department Appropriations  
FY 14/2015**

**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 90% appropriation will need a 100% appropriation for fiscal year 14/2015.

**THEREFORE BE IT RESOLVED** by the Lyon County Board of Supervisors to approve a 100% appropriation for all departments with an exception to the Sheriff and Ambulance appropriation (see Resolution 2015-08). The appropriation adjustment done March 9, 2015 will be reversed with the May 26, 2015 budget amendment.

The remaining appropriation amount will be \$598,832; for a total of \$19,154,857 for fiscal year 14/2015.

Passed and approved this 11<sup>th</sup> day of May, 2015.

ATTEST:/s/ Jen Smit  
County Auditor

/s/Randy Bosch, Chairman  
Lyon County Board of Supervisors

Motion by Michael, second by Koedam to approve and have Chairman sign Resolution 2015-17. Motion carried.

Sara Sprock, Lyon County Ambulance member joined the board to talk about the letter received from Sanford Rock Rapids Medical Center informing the county that as of July 1, 2015 the hospital will begin charging the county for actual costs associated with transports that require a RN to ride along. Auditor Smit stated that her office has done some research and according to the billing service, the county would need to make the RN's employees of the county in order to bill out those costs. Currently Lyon County Ambulance is not billing the patient for the RN ride along. Options discussed were making the RN's employees to continue transfers, not doing RN transfers, and the possibilities of no longer doing any transfers from the hospital to another hospital. The squad had 23 RN transfers in 2013 and 26 RN transfers in 2014. Motion by Peters, second by Michael to send a letter in response stating Lyon County Ambulance would no longer do transfers that require a RN to ride along. Motion carried.

Lyon County Engineer Laura Sievers needs contract approval for project ER-CO60(110)-58-60 which is the Doon bridge underpass. There were 3 bidders on the project. Cedar Falls Company was the lowest bidder at \$56,743.30. This project was due to the flooding event, but was not noticed or started within the 180 day window of such event and is therefore a project through federal hiway funds at an 80%(federal)/20%(county) ratio. Sievers would like the

5-11-2015

Board to approve the lowest bidder and agree to sign the contract once it is received. Motion by Koedam, second by Behrens to approve contract for ER-CO60(110)-58-60 for \$56,743.30 with Cedar Falls Company. Motion carried. Motion by Behrens, second by Koedam for chairman to sign contract once received. Motion carried.

Contract approval is also needed for project ER-CO60(111)-58-60 which is a slide on A34 and Dove Avenue that was also created by the flood and also not visible until after the 180 day window. There were 4 bidders with L.A. Carlson being the lowest at \$61,600. Motion by Koedam, second by Michael to approve low bidder of LA Carlson at \$61,600 for project ER-CO60(111)-58-60. Motion carried. Motion by Koedam, second by Michael to have Chairman sign contract when received. Motion carried. The start dates for both ER projects is May 26<sup>th</sup>.

Sievers received a request from Matthew Madron in Klondike regarding approval of a fence around his home. The house currently sits inside of the county right of way. Sievers wants to know if the Board wishes to approve Madron erecting a decorative fence around the house approximately 5 feet from the house on the road side. Per the county road superintendent, the fence shouldn't interfere with any snow removal. After discussion of future issues that could arise, it was agreed that the issue be brought to the county attorney for an opinion.

Mid American Energy submitted an application for a utility accommodation at 1680 260<sup>th</sup> St. in Lyon Township for an overhead wire at minimum height of 18 feet. Motion by Michael, support by Koedam to approve application from Mid American Energy. Motion carried.

Lyon Rural Electric Cooperative submitted 3 applications for utility accommodations. Applications are for: Grant Township at section 27, Rock Township at section 9, and Cleveland Township at section 12. Motion by Michael, second by Koedam to approve all applications. Motion carried.

Enventis Telecom, Inc. submitted an application for a utility accommodation at sections 16/21 of Garfield Township. Motion by Behrens, second by Peters to approve application. Motion carried.

Sievers will be deferring the state budget amendment until next meeting.

Sievers reported that summer help in the secondary roads department will be: Ethan Ageson at \$11.00/ hr. (3<sup>rd</sup> yr), Cody Lupkes at \$11.00/hr (3<sup>rd</sup> yr), Jesse Koeselman at \$10.75/hr. (2<sup>nd</sup> yr) and Tina Ageson at \$10.50/hr (1<sup>st</sup> yr).

Austin Fluit has been hired as a full time employee for the truck driving position in Inwood. Austin will start on June 8, 2015. Salary will be \$19.10/hr. by the union contract with a \$.50 raise every three months. Sievers had 12 applicants and interviewed 5.

K40 had some issues when re-done and Sievers has gotten the contractor to come back and fix some places where the saw cuts were not done very well.

Sievers also reported that her department thoroughly went through the insurance listings to make sure valuations of vehicles and property are

correct. Sievers stated that her department will also be taking pictures of the buildings/equipment for insurance purposes.

The road line paintings will now be done by Vogel Traffic Services. The county will be divided into thirds and one third will be done every year.

Due to the possibility of the Dakota Access Pipeline project running through Lyon and Richland Townships the Board had presentations from ISG and DGR explaining how each of their businesses would approach the project from the inspection services side. ISG currently is working with 9 of the 18 counties that could be affected by the project. DGR will only be offering services to Lyon, Obrien and Sioux counties. Both entities would be onsite through the project duration in Lyon County. The Board thanked both entities for their presentations.

The county needs to renew their stop loss and insurance administration policies. The quotes received from Wellmark for administration fees more than doubled this year for renewal (FY15 \$18.04 / FY16 \$41.74). The lowest stop loss quote was from Wellmark at \$1,697,453. Motion by Michael, second by Peters to accept administrative renewal and stop loss insurance rates from Wellmark for FY15/16. Motion carried.

Motion by Behrens, second by Peters to set the public hearing date for a budget amendment as Tuesday, May 26 at 11:00 a.m. Motion carried.

Board of Health hired Melissa Stillson as the public health administrator starting May 1, 2015 at a salary of \$29.04/hr.

Heidi Borer was certified as a dispatcher as of December 1, 2014. Borer will receive a \$.50/hr raise retroactive to Dec 1, 2014.

Correspondence:

Koedam - MidSioux annual award banquet, received 10 yr award, Compass Pointe  
Behrens - Landfill special mtg for bird flu disposal

Payroll dated was reviewed and approved.

Payroll Warrant Register in the amount of \$177,325.13 is listed by fund.

General Basic Fund	111,648.61
MH-DD Services Fund	2,553.51
Rural Service Basic Fund	17,633.60
Economic Development Fund	3,226.80
Secondary Road Fund	32,355.93
County Atty Incentive Fund	256.87
Emergency Management Serv	1,809.00
Co Assessor Agency Fund	7,840.81

Payroll Disbursement Register in the amount of \$259,128.76 is listed by Fund.

General Basic Fund	91,703.16
--------------------	-----------

General Supplemental Fund	51,197.92
MH-DD Services Fund	2,615.15
Rural Services Basic Fund	33,547.31
Economic Development Fund	4,156.25
Secondary Road Fund	65,945.50
County Atty Incentive Fund	104.53
Emergency Management Serv	1,022.39
Co. Assessor Agency Fund	8,836.55

Handwritten claims dated 4-29-2015 in the amount of \$9,655.36 were reviewed and approved. Check sequence #115655.

Wellmark BlueCross BlueShield	4/18/15-4/24/15 claims	9655.36
Grand Total		9655.36

Health Insurance Fund 9,655.36

Claims dated 5-11-2015 in the amount of \$956,089.13 were reviewed and approved. Check sequence #115656-115800.

A & B Business, Inc.	Samsung Contract	263.78
Alliance Communications Attn:	911 Recurring/phone	431.34
Arlan Arends	Fill Well	400.00
AT & T Mobility	Office Cell Phone	16.38
Bankers Trust ACH	FY2015 Principal/Int GE Bond	234311.25
Mark A. Behrens	Brd Mileage/470 M	235.00
Vicki Borman	April Miles(847)/cellph reimb	438.50
Randy Bosch	Brd Mileage/676 M	338.00
Calhoun-Burns & Associate Inc.	bridge inspection	1718.40
Campbell Supply	Weed & Feed/shop supplies	562.77
Caswell Excavating	FEMA-CO60 (LS) EST 3	7726.80
Century Link - Business	3/16/15-4/15/15 Long dist	211.98
City of Alvord	utilities	48.50
City of Doon	water - Doon shop	33.00
City of Larchwood	utilities	61.47
City of Rock Rapids City Offic	ISU 4/27/15 Rent/utilities	5993.22
City of Rock Rapids	Rent assistance	200.00
Class C Solutions Group	lock nuts	14.23
Cooperative Energy Company	1,200.78G gasohol,11,634G Diesel, tires, oil	29107.85
Corner Rexall Drugs	Teststrips & Peroxide	18.56
Corner Service	4 LT234-75-R17 tires #44	578.64
Culligan Soft Water Serv.	March & April Rental,salt	142.25
Dakota Fluid Power Inc.	hose assemblies #68	383.29
Melinda DeJong	April Mileage (330)	165.00
Denny's Sanitation Inc.	garbage service - RR/LW/GE shop	98.50
Donald Dieken	Fill Cistern	300.00
Dollar General-Regions 410526	Supplies for Immunization	26.50
Doon Press	Brd Minutes	479.14
Connie Douglass	Reimb:Command Hooks DG/cellph	21.42
Electronic Engineering	Radio/Repeater/console Maint	1000.00
Enventis	911 Recurring/phone	1429.96
Farmers Elevator Co	2.5 gal 10W oil,grass seed	184.00
Frontier	May 911 Recurring,phone	177.50
GeoComm, Inc.	GPS Unit for 603 patrol	1106.00
George Office Products	8 chairs, office supplies	2609.28

5-11-2015

Graham Tire S.F. North	4 Eagle Tires 609	505.80
Graham Tire Worthington	4 Eagle Tires 60-8	435.40
Bonnie Haviland	Disposable Infant Sensor	95.84
Heiman Inc.	Crthouse/Annex/Amb TAG yrly	737.70
Char Huisman	April Cell Phone Reimb.	15.00
Alvin C. Huyser	steel toe shoes	164.29
I-State Truck Center	compressor,accumulator #6	836.70
Inwood Body Shop	Repair 2 Windshield Chips	45.00
Iowa Communities Assur Pool	Ins EMA Vehicle	186.70
Iowa Law Enforcement Academy S	4/24/15 TeleComm 4 Regs	260.00
ISACA Treasurer Attn:Rhonda R.	Annual SEAT Dues 2015	125.00
Jack's Uniforms & Equipment	Uniform Pants & Holster	133.89
David Jackson	steel toe shoes	180.00
Jebro Inc.	456 gal CRS-2	1596.00
Jim Hawk Tr Trailers Inc.	solenoid/shock	555.22
Keith's Korner	April Fuel - 60.69 G Gasa	138.00
Merle Koedam	Brd Mileage/1628 M	814.00
Kooiker Inc.	bridge repair #14W,relay pipe	3194.25
Marilyn Lafrenz	April Miles(822)/cellphn reimb	426.00
Larchwood Quick Stop	70 gal gasahol	160.03
LeadsOnline LLC	7/1/15-6/30/16 Contract	1758.00
Lyon & Sioux Rural Water	water - Lester/LW shop	56.00
Lyon County Sheriff Dept.	Sheriff Fees	745.30
Lyon County Title Co. Inc	title fee-ER Proj 103	150.00
Lyon County Treasurer - ACH I	May COBRA Premium/Palmer	700.00
Lyon Manor & Rehab Center	April Jail Meals 235@\$4.5	1057.50
Lyon Rural Electric Coop	security light rental	712.80
Marco	1/27-4/26 Copier contr	223.57
Matheson Tri-Gas Inc	4/23&30/15 Oxygen	162.14
McCarty Motors	generator rope,clutch RR	29.75
Medical Excess	May Transplant Ins 20s/61f	1547.20
Steve Michael	Brd Mileage/110 Mi	55.00
Mid Country Machinery Inc.	mobile valve #85	342.79
Midwest Contracting LLC	L-2015TIFF--73-60 final	515771.25
Mike's Sales & Service Michael	power washer wands - RR	41.00
Joanne Montag	April Miles(235)/cellph reimb	151.31
Mouw Motor Company	fuel pump sender,labor	1101.72
Myrl & Roy's Paving Inc.	193.18 tons ballast	2463.06
Karlee Nagel	4/24/15 SxCity Mtg Mileag	67.50
New Century Press	Brd Minutes	661.74
Northern Iowa Construction Pro	18" CMP,bands	8624.00
Northwest Iowa Comm. CollegeN	Amb Mtg Certs	165.00
Oak Street Station	Fuel, tire repair	515.89
Osceola County Rural Water	water - Little Rock shop	34.90
PCC, Inc. Physician's Claim Co	4/10/15-5/4/15 Amb Billin	2382.90
PDI Professional Developers of	PDI/Smart Conf Registrati	165.00
Kirk J. Peters	Brd Mileage/674 M	337.00
Popkes Car Care, Inc.	Amb Fuel,rim and tire	572.03
Premier Communications	May phone,internet,cable,911	2433.01
Rapid Auto Repair Michael D. K	4/29/15 A2 Oil Change/Fil	69.95
Xochitl Robison	April Interpreter Hrs 12.	280.50
Rock Rapids Ace Hardware	Paint Supplies,shop supplies	158.18
Rock Rapids Machine & Welding	3" sq tubing,labor,bolts	73.08
Lisa R. Rockhill	April Mile(412),mtg reimb	210.80
Janice Schneiderman	Fill Well	400.00
Shari's Kitchen	4/21/15 Training Meal @SO	134.00
Siebring Electric & Lock	ReKey Lock/Keys HS 3/11/1	40.00

Steve Simons	Reimb:Water ISU Mtg, supplies	546.18
Melissa Stillson	April Miles (817), mtg, cellphn	453.08
Sturdevant's	parts, filters, paint, floordri	1109.48
Sun Life Financial	May StopLoss 20s/61f, aggregate	26415.50
Sunshine Foods	April Food for Inmates, soap	475.37
SYSCO Lincoln	4/9/15 Food for Inmates	779.21
The Shop	Oil Change/Service 6011	555.25
Todd's True Value	couplings #26	25.06
Town & Country	April Garbage Service	80.88
U.S. Cellular	4/22/15-5/21/15 Tablet, cellph	119.58
United Farmers Coop	Fuel, tire repair, oilchg	433.41
United States Postal Service	10 Rolls of Forever Stamp	490.00
US Bank - Purchase Card Purcha	Fuel, postage, lodgeing, meals, Supplies, NACE, dell computers	8667.60
Vanguard Appraisals Inc.	AgSoil Impact 1st year	133.00
Verizon Business	acct 4512330	5.67
Verizon Wireless	Cellphn, aircards, hotspot	1243.79
Verizon Wireless - LERT B	Preservation of Cell Data	100.00
Vogel Traffic Services, INC	pavement markings	46536.25
Jay V. Vogel	steel toe shoes	180.00
Wellmark BlueCross BlueShield	Claims, admin fees, cobra	11371.16
Bonnie Wilson	Mileage, supplies, cellphn	48.07
Ziegler Inc.	HelacPT10PowertiltCoupler	10489.39
Grand Total		956089.13

General Basic Fund	39,057.05
MH-DD Services Fund	625.83
Rural Services Basic Fund	1,130.00
Economic Development Fund	1,021.61
Secondary Road Fund	636,325.81
Debt Service Fund	234,311.25
Surcharge on E911	2,903.10
County Atty Incentive Fund	134.00
Emergency Management Services	492.80
Co. Assessor Agency Fund	53.82
Health Insurance Fund	40,033.86

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

ATTEST

\_\_\_\_\_  
County Auditor

APPROVED

\_\_\_\_\_  
Chairman