

LYON COUNTY AUDITORS OFFICE
August 10, 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 July 27, 2015 meeting were reviewed. Motion made by Koedam to approve minutes, seconded by Michael. Motion carried.

It was mentioned that the 11:00 A.M. agenda item with Kim Wilson will be tabled to a later date.

Deputy Auditor Sara Sprock and Josh Folkerts with Premier Communications joined the meeting to discuss and take questions regarding the implementation of an IT policy. Supervisor Bosch asked for more explanation regarding radio streaming. Folkerts explained that it is a matter of bandwidth usage. If one department is streaming radio it doesn't have that much of an effect on the system, it would be when all departments are allowed to stream that it would use up bandwidth slowing the system down. It was decided to have a trial run of radio streaming for two local radio stations. Sprock and Folkerts will work to make two stations available on a 90 day trial run. Folkerts will track the usage during the trial period and report back to the Board with the statistics. Motion by Michael, second by Behrens to approve and sign IT policy with a trial run of 90 days for radio streaming. Motion carried.

The Board discussed the decision to move the county's health insurance consulting from Group Services, Inc. to Innovative Business Consultants. After much discussion it was decided to move the health insurance consulting to Innovative Business Consultants. The HR part of the Group Services contract will also be terminated. Auditor Smit stated that the Attorney's Office has stated they plan use services by Paul Greufe when needed and that the Auditor's office will look into other HR options for their office. Motion by Michael, second by Peters to transition health insurance consulting to Innovative Business Consultants as of September 1, 2015 and end all services with Group Services. Motion carried.

Engineer Sievers explained that Rock River Jersey's water accommodation is a private utility. Sievers introduced Brett Kirkley with Rock River Jerseys. Sievers stated there are no other private utility accommodations in the county. The Board understands the dairy will be a large economic impact for the county and the importance of the timeline for the dairy. The Board decided a policy is needed before they make any decisions on this application as their decision will set a precedence for future applications. The Board asked Kirkley to come back to the August 24th meeting where they hope to be able to make a decision and have a policy in place. Sievers will contact other counties for sample policies that they may have and work up a policy for Lyon County.

Premier Communications has 3 utility accommodation applications. There are two in Elgin township (sections 17 & 24) and one in Rock Township (sections 7,17,20,& 29). Motion by Peters, second by Behrens to approve and Chairman sign applications. Motion carried.

Sievers updated the Board on the construction vehicle that will replace two construction vehicles totaled in the flood. Sievers has looked at both Chevy and Ford for chassis. McCarty/Mouw quotes a 2016 F350 chassis XLT at an estimate of \$36,120 with the government discounts. VanderLee has given an estimate for a 2015 Chevy Silverado 3500HD at \$45,900. The downside to the Chevy is that it comes with dual rear wheel and it would have to be a crew cab, which is not needed. Compartments and flatbed for the chassis have been priced by Maintainer \$29,905 (aluminum) and Service Trucks International \$19,842.93(steel). Sievers has decided to go with STI and the steel box for the back of the vehicle. The total estimated cost of the vehicle is around \$55,962 depending on how the mounting of the box goes. Sievers said it would be an estimated delivery date of February 2016. Sievers stated this vehicle was not budgeted for in 15/16 but there were funds left from last year. Motion by Koedam, second by Michael to approve the low quotes on vehicle. Motion carried.

The Board talked about the reimbursement to Secondary Roads for the UTV that was purchased. By reimbursing secondary roads this will allow the custodian to use the vehicle as well. Motion by Peters, second by Michael to approve payment of \$8,863.40 out of Dept 51 to Secondary Roads for UTV purchase. Motion carried.

Sheriff's quarterly report was reviewed.

Veteran affairs will be paying Michel Rothenbuelher, former director, for the month of July as he worked the month training the new director.

Virginia Wibben has been hired as part-time custodian (20 hrs./wk) at \$11.00/hr starting 8-10-2015. Her main duties will be cleaning at the law enforcement center, law enforcement annex and ambulance garage.

Supervisors Peters gave an update on the annex project. The limestone has been removed and the new brick is on the south side. Carpenter will frame back entry this next week. The windows are scheduled to be here in about 3 weeks. Peters estimates the total cost of the project to be around \$77,000 with \$100,000 budgeted. As there will be money left, Peters recommends putting in a 2nd doorway in the South entrance of the annex to help eliminate so much cold air getting into the building. Peters estimates the project to cost around \$5,000. Total cost for both projects will be estimated at \$82,000.

Supervisor Correspondence: Koedam attended Compass Pointe and NWIA Planning and Development; Bosch attended DCAT and Farm Bureau annual meeting.

Attorney Mayer stopped in to make the Board members aware that the Rock Rapids City Council would be discussing a proposed annexation to the city at their meeting tonight.

Payroll dated 7-30-2015 was reviewed and approved.

Payroll Warrant Register in the amount of \$192,966.27 is listed by fund.

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|---------------------------|------------|
| General Basic Fund | 122,542.28 |
| Mental Health Fund | 2,597.86 |
| Rural Service Basic Fund | 18,290.21 |
| Economic Development Fund | 3,298.45 |
| Secondary Road Fund | 36,122.22 |
| Emergency Management Serv | 1,856.49 |
| Co Assessor Agency Fund | 8,258.76 |

Payroll Disbursement Register in the amount of \$264,697.35 is listed by Fund.

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| General Basic Fund | 95,712.21 |
| General Supplemental Fund | 49,111.58 |
| Mental Health Fund | 2,654.75 |
| Rural Services Basic Fund | 34,464.89 |
| Economic Development Fund | 4,232.84 |
| Secondary Road Fund | 68,309.81 |
| Emergency Management Serv | 1,051.38 |
| Co. Assessor Agency Fund | 9,159.89 |

Handwritten claim dated 7-28-2015 in the amount of \$10,719.55 was reviewed and approved. Check sequence #117077.

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| Wellmark BlueCross BlueShield | 7/18/15-7/24/15 Claims | 10719.55 |
| Grand Total | | 10719.55 |

Health Insurance Fund 10,719.55

Claims dated 8-10-2015 in the amount of \$275,051.99 were reviewed and approved. Check sequence #117216-117338.

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| A & B Business, Inc. | Samsung Contract | 137.64 |
| Alliance Communications Attn: | 911 Recurring/shop phones | 431.11 |
| Arrow Manufacturing, Inc. | A3 Change Bulb&Clearance | 110.00 |
| Arrowhead Scientific, Inc. Arr | Evidence Kits - 604 | 317.12 |
| Vicki Borman | July Miles(947),cellphn reimb | 488.50 |
| Butler Machinery Company | dryer #63 | 98.62 |
| Calhoun-Burns & Associate Inc. | 5 br designs/2 inspections | 35271.50 |
| Campbell Supply | Pulleys | 12.78 |
| Century Link - Business | 6/16/15-7/15/15 Long dist | 242.21 |
| City of Rock Rapids Municipal | June Utilities | 5029.22 |
| Class C Solutions Group | cable ties,wire,papertowe | 479.24 |
| Consolidated Communications fo | 911 Recurring/phone | 1389.73 |
| Cooperative Energy Company | July Fuel | 157.47 |
| Corner Rexall Drugs | Sod. Chloride,batteries | 67.49 |

8-10-2015

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| Crazy Bob's Foods | 7/16/15 Lunch LCED Busine | 931.00 |
| Denny's Sanitation Inc. | July Monthly Garbage Serv | 78.00 |
| Dieren Repair | Grind Tree Stump/Crthouse | 50.00 |
| Connie Douglass | Cellphn Reimb/Miles(86) | 58.00 |
| Elderbridge Area Agency Aging | FY2016 Allocation | 6944.40 |
| Electronic Engineering | Aug Amb Radio Maint/Console | 1000.00 |
| Fabers Farm Equipment, Inc. | oil change - rental tract | 143.22 |
| Galls Inc. | Uniform Emblems-Jail | 257.95 |
| George Office Products | InkCartridges, shredder | 2607.95 |
| H & S Homebuilding Center | Lumber for Dryer Stand | 34.12 |
| Hillyard / Sioux Falls | Blade AutoScrubber, supplies | 140.82 |
| Char Huisman | Cell Phone Reimb | 15.00 |
| I Wireless | Cell Phone 7/16-8/15/15 # | 94.11 |
| IMAGETek, Inc. | Cloud Backup/scanner issue | 549.00 |
| Iowa Community Services Assoc | 10/1-10/2 Mtg Reg/FY16 dues | 100.00 |
| Jim Hawk Tr Trailers Inc. | quick release valve #4 | 52.16 |
| Keith's Korner | July Fuel - 56.5 G Gasaho | 148.00 |
| Kelly's Masonry Kelly B. Boels | Annex Exterior Project | 18547.65 |
| Shannon Klarenbeek | July Cellphn reimb/miles(28) | 29.00 |
| Eric Kupferschmid | 7/30/15 Postage/Mail Page | 5.75 |
| L.A. Carlson Contracting | ER-CO60(106)--58-60 Est 4 | 71451.84 |
| Marilyn Lafrenz | Cellphn reimb/miles(857) | 443.50 |
| Neil Lawton | Fill Cistern | 300.00 |
| Lyon & Sioux Rural Water | water - Lester/Larchwood shop | 56.00 |
| Lyon County Reporter | 1 yr subscription/Auditor | 45.00 |
| Lyon County Sheriff Dept. | Sheriff Fees | 213.75 |
| Lyon County Treasurer - ACH I | Aug Cobra Palmer | 700.00 |
| Mac's Inc. | safety cable #122 | 51.07 |
| Marco | Copier Maint 4/27-7/26/15 | 94.96 |
| Matheson Tri-Gas Inc | 7/23/15 Oxygen | 41.33 |
| Modern Gas Company | 75.1 gal LP Gas | 59.33 |
| Joanne Montag | Cellphn reimb/miles(516)/meals | 359.38 |
| MSC Industrial Supply Co. | 20 pr safety glasses | 123.40 |
| New Century Press | Brd Minutes, notices | 614.55 |
| Northern Iowa Construction Pro | 18" CMP | 9072.00 |
| Katie Olson | Rent Assistance | 200.00 |
| Osceola County Treasurer Becky | Drainage Assessment | 114.06 |
| PCC, Inc. Physician's Claim Co | 6/3/15-7/6/15 Amb Billing | 1640.78 |
| Kyle Peters | adapter for Ranger Traile | 12.29 |
| Popkes Car Care, Inc. | Diesel/52.9 G, valve stem | 157.47 |
| Popkes Construction Gaylon Pop | concrete for LR salt shed | 14975.00 |
| Premier Communications | Aug 911 Recur/phone/internet | 2398.76 |
| Print Express | Shirts / Amb Squad (26) | 260.00 |
| Rapid Auto Repair Michael D. K | Oil Change/Service EMA Ve | 23.95 |
| Regional Transit Authority | FY2016 Allocation Request | 2400.00 |
| Reserve Account/Pitney Bowes | Postage for Meter / Audit | 1500.00 |
| Xochitl Robison | July 2015 Interpreter Serv | 126.50 |
| Rock Rapids Ace Hardware | 1 Home Defense, bugspray, totes | 74.02 |
| Marilee Schleusner | 7/24/15 District Mtg mile | 130.00 |
| Scotty's Paint & Body c/o Scot | Replace Windshield Red Im | 348.18 |
| Siebring Electric & Lock | Re-Key Courthouse locks | 3400.00 |
| Steve Simons | July Mileage(497), reimb sup | 284.80 |
| Solutions, Inc. | July contract overage/fir | 233.45 |
| Sara Sprock | Reimb Postage/Sanford She | 1.41 |
| Melissa Stillson | Cellphn reimb/miles(54) | 151.37 |
| Sturdevant's | Relay for patrol car air | 236.94 |
| Sunshine Foods | Inmate Provisions, HS supplies | 356.92 |

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| Sunshine Foods | Food Voucher assistance | 197.74 |
| Superior Garage Door Inc | Replace Bottom Section Door | 450.00 |
| T & A Service & Supply | coil, flexmanifold fitting | 288.95 |
| The Shop | tire repair #10 | 35.00 |
| Todd's True Value | glass cleaner, rope - Inw | 8.40 |
| Town & Country | garbage service - LRock | 23.88 |
| U.S. Cellular | 7/22-8/21/15 Tablet WiFi/phn | 139.97 |
| Ultramax | Ammunition for Training 9 | 255.00 |
| United Farmers Coop | 39.01 G Gasahol,oil chg,fuses | 147.00 |
| US Bank - Purchase Card Purcha | GrandFalls-NWID 7/8 Mtg R | 4812.85 |
| Verlyn VanBemmel | Rent Assistance | 150.00 |
| VanderLee Motors Inc. | New Key,brakes,front axle,AC | 974.26 |
| VanderLee Motors Inc. | 2 2016 Chevy Imp less trade | 34,080.00 |
| Jared VanEngen | steel toe shoes | 180.00 |
| Lyle Ver Hoeven | steel toe shoes | 171.20 |
| Verizon Business | acct 4512330 | 4.87 |
| Verizon Wireless | 7/24-8/23 Cell Phones/Air | 1297.66 |
| Melinda VerMeer | K-9 Cards for the Fair(Mi | 63.74 |
| Wall Street Printers | 20 Requisition Pads | 72.50 |
| WebClimber Services c/o Scott | Website Host 1 yr thru 8/16 | 249.00 |
| Wellmark BlueCross BlueShield | 7/25-7/31/15 Claims,fees | 42264.20 |
| Western Iowa Tourism Region | FY2016 County Matching | 500.00 |
| Bonnie Wilson | Cell phone reimb | 15.00 |
| Grand Total | | 275051.99 |

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| General Basic Fund | 56,418.44 |
| General Basic Sub Fund | 19,047.65 |
| Rural Services Basic Fund | 17,570.00 |
| Economic Development Fund | 1,622.99 |
| Secondary Road Fund | 133,824.88 |
| Surcharge on E911 | 2,773.15 |
| Emergency Management Services | 272.06 |
| Co. Assessor Agency Fund | 558.62 |
| Health Insurance Fund | 42,964.20 |

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

ATTEST

County Auditor

APPROVED

Chairman