

LYON COUNTY AUDITORS OFFICE
March 26, 2019

ROCK RAPIDS, IOWA

Chairman Mark Behrens convened the adjourned session with Feucht, Koedam, Birkey, and Herman present. Motion carried assumes unanimous vote unless otherwise stated.

Chairman Behrens stated that Jerrold Folkens will not be coming today as well as Craig Van Otterloo would like to do the Years of Service award on April 17th at the Conservation Board Meeting.

The minutes of the March 12, 2019 meeting were reviewed. It was noted that the minutes state Chairman Bosch instead of Behrens, and it was mentioned that meetings with the road crews do not need to be mentioned in correspondence. Motion made by Birkey to approve minutes with notations, seconded by Feucht. Motion carried.

Auditor Smit introduced Sierra Smith, a Central Lyon High School student who is job shadowing Attorney Shayne Mayer. Caitlyn French was also introduced. Caitlyn is the new reporter for the New Century Press and will be covering the Board of Supervisors meetings.

The Board needs to approve the Sanitary Landfill Local Government Guarantee each year. This guarantee states the County would cover a share of post closure costs if the landfill would close. The guarantee is \$306,000. Behrens talked about how those costs could be determined in the future. Motion by Herman, second by Koedam to approve local guarantee. Motion carried.

Liquor license applications were received from Grand Falls Casino and Resor for an event on April 6, 2019 and Meadow Acres Golf Course for an 8 month license. Motion by Feucht, second by Birkey to approve and Chairman sign liquor license applications for both entities.

Auditor Smit and Attorney Mayer informed the Board of the Property Assessment Appeal Board decision regarding Care Initiatives. The decision will change the classification of the property from Multi-Residential to Residential. This change was applied to the 1-1-2017 assessment values which affect the current taxes being collected. The decrease in taxable value of \$197,966 will result in a decrease in taxes collected in FY18/19 of \$7,280. This decision will also carry forward and the classification will change for 1-1-2018 assessments. This decision affected all Care Initiative facilities in the State.

Lyon County Ambulance Director Amy Borman was present to talk to the Board regarding thank you gifts for EMT's for EMS week. The Board agrees that it would be a great gesture of thanks for the work the EMTs do, however using county tax payer funds for such items opens up a list of other possible offices wanting to use county dollars to purchase employee rewards.

Borman also talked about the 2019 race agreement Lyon County has with the Lyon County Fair Board. Motion by Birkey, second by Koedam to approve and Chairman sign agreement. Motion carried. Borman will have the Fair Board sign and retain a copy for Lyon County. The race season is set to start in late April and run until mid-September.

Lyon County Economic Development Director Steve Simons talked about the small business workshop the George Chamber held on March 23rd. Simons mentioned that this could be a concept that could be carried throughout the county. Simons also talked about the possibility of holding a TIF workshop for the area with John Danos of Dorsey and Whitney Law Firm, presenting. Supervisor Behrens and Koedam attended one of Danos's sessions on TIF at ISAC and stated it was one of the best at deciphering TIF in an understandable way.

Simons also notified the Board that the League of Cities will meet April 23rd at 7:00 p.m. in Inwood. It was also noted that the Lyon County Economic Development Consortium will have 2 members leaving, and Simons will be looking for a member from Lester and Doon to fill those spots.

Attorney Mayer explained that the City of Rock Rapids had approached the County on using the County's old concrete culverts for fill material. A Memorandum of Understanding was drafted for the culverts to explain how they will be used and to remove all liability from the County. Motion by Birkey, second by Herman to approve and Chairman sign Memorandum of Understanding. Motion carried.

As the Lyon County Riverboat Foundation is taking applications for their 2019 Mini Grant session, the Board needs to approve a resolution in support of the application approved for submission. There are two applications received by the Board. One for four (4) pagers for Lyon County Ambulance, and one for ten (10) mini mover carts for election equipment by the Auditor's Office. The Board talked with Borman and as EMA Kopischke gives pagers to services that attend county drills, Lyon County Ambulance has the possibility to receive pagers. Chairman Behrens introduced Resolution 2019-18 supporting the mini movers application.

COUNTY OF LYON, IOWA
RESOLUTION 2019-18

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYON COUNTY, IOWA APPROVING THE APPLICATION(S) FOR THE PURPOSE OF RECEIVING BENEFITS FROM THE LYON COUNTY RIVERBOAT FOUNDATION.

WHEREAS, the Lyon County Riverboat Foundation has mini grant funds available that target Community Development and Beautification, Economic Development, Education and Arts, Human and Social Needs, and

WHEREAS, the Lyon County Riverboat Foundation has a mini grant application cycle that ends March 27, 2019 and

WHEREAS, the County of Lyon is supportive of these targets for improvements to the community and County, and

WHEREAS, one application can be made from the County of Lyon, and/or from organizations with projects that will take place on county property, will be submitted to the Lyon County Riverboat Foundation by the March 27, 2019 deadline,

NOW THEREFORE BE IT RESOLVED by the Board of Supervisors of Lyon County, Iowa that the County of Lyon authorizes the following mini grant application to be submitted to the Lyon County Riverboat Foundation for the March 27, 2019, mini grant application cycle:

1. Lyon County Auditor - Mini Movers for Elections

Passed and adopted this 26th day of March, 2019.

ATTEST:/s/Jen Smit
County Auditor

/s/Mark Behrens
Chairman, County Board of Supervisors

Motion by Feucht, second by Herman to support Auditor's mini movers grant and Chairman to sign Resolution 2019-18. Motion carried.

Auditor Smit informed the Board that requests for proposals for auditing fiscal years 2019, 2020, and 2021 will be in the official papers in April. The current contract with DeNoble, Austin and Company, PC terminated with the end of fiscal year 2018.

Employment changes:

Heather Sinnett has resigned as a full time dispatcher at the Sheriff's Office. Her last day will be April 12, 2019.

Bridget Stofferan has resigned as a part time dispatcher at the Sheriff's Office with her last day being March 8, 2019.

Autumn Anderson has accepted the full time dispatch position at the Sheriff's Office. Anderson is currently a part time dispatch and will start full time as of April 16, 2019. Anderson is also recently certified and Sheriff Stewart Vander Stoep recommends starting pay to be \$16.66/hour.

Tara Roorda has accepted a part time dispatch position at the Sheriff's Office. Roorda's first day will be March 25, 2019 at a wage of \$15.65/hour.

County Engineer Laura Sievers and IT Director Sara Sprock joined the meeting to discuss updating Kyle Peters's computer. Sievers noted that in an effort to save costs it was decided to just update the operating system in the computer rather than purchasing a whole new PC as the PC needs cost about double of the regular PCs being replaced. Premier was consulted during this decision and when it came time to update Peters's computer it was found that due to the age of the current operating system, the upgrade would not work and a new PC would be needed. Sprock noted that all of the computers and laptops have already been purchased and paid for so purchasing power related to discounts may not be available. The Board discussed the possibility of having to do a budget amendment to pay for the additional PC. Smit noted that a budget amendment may or may not be needed, but historically an amendment is usually done in early May. The Board agreed to have the PC paid for through the sub-fund.

Sievers presented quotes for floor protector in the new Rock Rapids shop. Sievers received quotes from D & L Masonry, Iowa Concrete Grinding and Coating, LLC, and Tuit. The Board chose to go with D&L Masonry, Inc. for \$2,800 for sealing the floor and the County will purchase the materials (cost estimated at \$2,800).

The Board asked Sievers to determine how many feet are needed around the new shop to help alleviate the snow/water issues. This will then be given to the Rock Rapids Development Corporation.

Sievers presented information for A34 Right of Way widening. The project would run East from the K30 Intersection. Sievers states there would be 12 properties/owners that would be part of the project. There would also be two culverts that would be replaced. Sievers would use IA State Extension amount per acre, \$10,000, for easement purchase. This is the amount the County has used in the past. Sievers is estimating 5 acres needed in total for the widening project. If utilities need to be moved in the process, the cost

would be covered by the utility companies as they are currently in right of way. The Board told Sievers to move forward.

Bid letting was held for L-(FEMA2018)-73-60 for culverts lost in 2018 flooding. Bids were: Henning Construction \$130,267, LA Carlson \$159,886, Midwest Contracting, LLC \$163,986, and Peterson Contractors, Inc. \$205,134. Sievers notes that the bids came in about 15% under estimated costs. Motion by Birkey, second by Koedam to approve low bid by Henning Construction \$130,267 and for Chairman to sign contract when received. Motion carried.

Project L-(2019Micro)-73-60 which is 12 Miles of micro surfacing throughout the county had a bid letting this morning as well. Bids were: Asphalt Surface Technologies a/k/a Astech Corp. \$528,202 and Sta-Bilt Construction Co. \$581,522.80. These bids were 27% higher than estimated. The cities receiving micro-surfacing within their limits will be reimbursing the county for costs. Sievers estimates this to be around \$100,000. Motion by Koedam, second by Feucht to approve the low bidder Astech Corp at \$528,202 and for Chairman to sign contract when received. Motion carried.

For clarification reasons, there are spots in the handbook that need to have secondary road employees defined. Discussion regarding who is considered the secondary road crew was had. Sievers had determined that all employees in her department, with the exception of Van Maanen and Sievers, were to be classified as "secondary road crew". This includes those employees who were are not part of the bargaining unit but are receiving some of the benefits that the union covered positions receive. However the benefit of using sick leave upon resignation to continue health insurance would not be available to those employees whose positions are not covered by the union contract. Sievers will send a proposal of what she would recommend for discussion at April 9th.

Supervisor Herman asked Sievers where the paving project in conjunction with the City of Lester is sitting. Sievers explained that due to the railroad having a vacancy in the position that will be part of the project, it is waiting for the railroad. The project cannot have two phases where the non railroad part is worked on and then the railroad portion is completed once the position is filled. Sievers explained that railroad insurance must be purchased and the project cannot happen without the permission of the railroad. Koedam and Herman have been receiving lots of calls regarding whether or not the project is happening and when it will be happening. Mayer suggested to have Sievers attend a Lester City Council meeting as an agenda item to help inform people of the timeline/issues of the project. The Board agreed with this idea and encouraged Sievers to contact the City of Lester to be placed on their agenda for the next meeting.

Gina Sypersma and Amy Jurich with IBC joined the meeting to review the health insurance plan. Sypersma and Jurich discussed with the Board what self-funding means in regards to the county health insurance plan, the claims process, Stoploss insurance, and transplant insurance. The plan is being put out currently for renewal and Sypersma and Jurich will be back in a few weeks to present the renewal information. Overall the County's health insurance plan is operating very well and the funding is adequate. The plan is still a grandfathered status plan.

Supervisor correspondence: Behrens-ISAC Conference; Birkey: Eggs and Issues, 3rd Judicial District mtg.; Koedam-ISAC Conference and Seasons.

Conservation claims dated 3-14-2019 in the amount of 6,575.01 were reviewed and approved. Check sequence #138993-139016.

Advanced Systems	Copier Contract	130.00
Alliance Communications	LPRA Phone, LD & Internet	79.00
Campbell Supply	Diesel Lube/Quaker 30W	45.78
Kyle Ciesielski	Reimb:CCPOA Spring Worksh	15.00
Dave's Bulk Service	432.8 G Propane	506.38
District III - IACCB Palo Alto	2019 Annual District Dues	200.00
George Office Products	Desk(water damage replace	900.00
Hometown Powersports	Golf Cart Repairs	521.19
John Deere Financial	Air Filters	60.02
Lyon & Sioux Rural Water	66,000 G Water	321.90
Lyon Rural Electric Coop	LPRA Electric	1047.18
Menards	Light Bulbs, T.Paper,dowels	91.41
Oak Street Station	Tires	270.00
Premier Communications	Office Phone, LD & Intern	92.46
Rock Rapids Ace Hardware	Totes	23.98
Rock Rapids Machine & Welding	10ft 5/8"x6" cutting edge	263.90
Justin Smith	Reimb:CCPOA Spring Worksh	15.00
Stateline Graphics	3000 Entrance Stickers	690.00
Sturdevant's Auto Parts	ATV Battery	95.18
Sunshine Foods	EE Supplies	3.50
Three Rivers Pheasants Forever	Gold Sponsor	250.00
Todd's True Value	Paint	35.61
US Bank - Purchase Card Purcha	Postage,EE supplies,fuel	765.44
Verizon Wireless	Cell Phone Bill	152.08
Grand Total		6575.01

General Basic Fund 6,575.01

Payroll dated March 15, 2019 was reviewed and approved.

Payroll Warrant Register in the amount of \$73,676.52 is listed by fund.

General Basic Fund	13,096.47
Rural Service Basic Fund	19,432.86
Secondary Road Fund	41,147.19

Payroll Disbursement Register in the amount of \$30,217.01 is listed by Fund.

General Basic Fund	5,868.14
Rural Services Basic Fund	8,716.66
Secondary Road Fund	15,632.21

Veteran Affairs claims dated 3-19-2019 in the amount of \$558.55 were reviewed and approved. Check sequence #139017-139025.

Advanced Systems	Printer copier contract p	292.11
Jerry M. Baatz	Mileage(30) March mtg	15.00
Corner Rexall Drugs	RX Assistance Case#12	14.60
Douglas W. Hilbrands	Mileage(30) March mtg	15.00
Little Rock Free Lance	Advertising	16.00
Lyon County News	Advertising	30.00

NACVSO	Dues	50.00
New Century Press	Advertising	48.00
Premier Communications	Office Phone	77.84
Grand Total		558.55

General Basic Fund 558.55

Handwritten claims dated 3-20-2019 in the amount of \$16,966.89 were reviewed and approved. Check sequence #139026-139027.

IBC Innovative Business Consul	3/11/19-3/17/19 Flex Clai	267.75
Wellmark BlueCross BlueShield	3/9/19-3/15/19 Medical Cl	16699.14
Grand Total		16966.89

Health Insurance Fund 16,699.14
Flex Benefits Account 267.75

Claims dated 3-26-2019 in the amount of \$344,648.28 were reviewed and approved. Check sequence #139028-139123.

A & B Business Solutions	3/21/19-4/20/19 Copier Ma	694.69
Access Systems Leasing	Copier Lease Agreement	144.17
Advanced Systems	Monthly Xerox Lease Contr	158.23
Advanced Systems, Inc.	1/21/19-4/20/10 Xerox Mai	239.80
Alliant Energy	GE/LR shops	1637.15
Arrow Manufacturing, Inc.	Powerload Battery/Repair A3	820.00
Ron Bos	2 Richland Twp Mtgs	30.00
Bound Tree Medical, LLC	Medical Supplies	189.00
Gerald Brands	2019 Conf Brd Mileage (46	23.00
Calhoun-Burns & Associate Inc.	bridge design - 8Y	9152.00
Century Link	911 Recurring 712-233-001	387.65
City of Alvord	utilities	50.50
City of Rock Rapids City Offic	3/19/19 CommRm Rent Welln	100.00
Corner Service Merlin VerSteeg	Repairs EMA pickup/Fuel m	345.33
James L. Cuttell	2019 Conf Brd Mileage (60	30.00
Greg Dengler	4 Rock Twp Mtgs	60.00
DGR Engineering	K-30 PCC Overlay	13722.00
District III Treasurer's Assn.	4/23/19 MV/DL Mtg	24.00
Doon Press	Brd Min,Zoning BOA,FY20Hring	717.99
Jay Drenth	3 Rock Twp Mtgs	45.00
Frontier	March 911 Recurring	129.95
Frontier Bank	3 Snow Removals	202.50
George Office Products	Office Supplies - Atty	214.21
Dan R. Gerber	2019 Conf Brd Mileage (18	9.00
Graves Construction Co. Inc.	Bridge 17R & 18R Voucher #5	123625.86
Heather Heimensen	3/11/19 Mileage WL (32)	16.00
IBC Innovative Business Consul	Jan-Mar Flex Admin Fee,Claims	2062.27
Iowa Dept of Transportation At	Agg Tech Cert/PCC L1 Nate Roze	720.00
Iowa Individual Health Benefit	Annual 2016 Ins Assessmen	2650.00
Iowa Organization of Victim	IOVA-CP Re-Certification	55.00
ISAC	3/14-3/15 SpringMtg-Schle	190.00
ISACA Ryan Dokter/Auditor	2019 ISACA Annual Dues	225.00
Jack's Uniforms & Equipment	Uniform Items - 609	111.99
John Deere Financial	hoses, fittings #64	119.00
KELTEK	10 PatrolCar Comps/Install	60391.53
Randy Kock	9/18/18 Richland Twp Mtg	15.00
Dale Kollis	2 Richland Twp Mtgs	30.00

Eldon E. Kruse	Reimb:Meals ISAC 3/13-3/1	15.18
Scott Lee	2019 Conf Brd Mileage (80	40.00
Little Falls Machine Inc.	snow plow parts	1185.11
Little Rock Free Lance	Renew Subscript/HelpWanted	86.00
Lyon County News	HelpWanted PT Nurse/Homem	120.40
Lyon County Sheriff Dept.	Sheriff Fees	460.24
Tim Mantel	2019 Conf Brd Mileage (52	26.00
Loren Mellema	4 Rock Twp Mtgs	60.00
Meyer Electric Inc.	Wiring welders/outlets/da	7029.87
Mills & Miller, Inc.	54.11 tons salt	3679.48
Cornelia Minor	3/5/19 Lyon Twp Mtg	15.00
Joan Minor	3/5/19 Lyon Twp Mtg	15.00
Modern Gas Company	85.7 gal LP gas	108.75
Mouw Motor Company	2019 Ford F-150 Vin#6590	34650.00
MPH Industries, Inc.	Re-Program Radar 602	74.40
Michael Munns	5 Rock Twp Mtgs	75.00
New Century Press	3/5/19 Brd Minutes	115.83
Northern States Supply Inc.	hardware	54.10
P & K Pest Control Inc	3/11/19 BiMonthly-Annex	40.00
PCC, Inc. Physician's Claim Co	Feb Amb Billing	1271.05
RELX Inc DBA LexisNexis	Feb On-line periodical	170.66
Norman Rentschler	2 Richland Twp Mtgs	30.00
Sanford Health	Inmate Medical	338.40
Sanford USD Medical Center	Inmate Visit,Immun.supplies	260.60
Sanofi Pasteur, Inc.	10 tests/Tubersol Admin T	78.96
Marilee Schleusner	Reimb:Meals ISAC 3/13-3/1	39.07
Kenny Scholten	2019 Conf Brd Mileage (40	20.00
SEAT c/o SEAT Treasurer	4/24/19 SEAT Mtg,2019 Dues	250.00
Sensaphone, Inc	Annual renewal/Imm cooler	71.40
Jennifer Smit	Reimb:Meals ISAC 3/13-3/1	39.90
Dean Snyders	2019 Conf Brd Mileage (56	28.00
Thrifty White Pharmacy	Meds for Inmates	369.91
Tom Tille	Snow/Ice Removal Dec/Marc	126.50
Trane	2/27-2/28 Repair Roof Htg	1784.70
Trane	3/14/19 CHouse Emerg Shutoff	324.75
Two Way Solutions, Inc.	mobile mic	59.95
US Foods - Sioux Falls	3/20/19 Food for Inmates	901.38
USPCA Foundation Albany County	5/5-5/8 National Dog Tria	175.00
Jerry VanVoorst	3/5/19 Lyon Twp Mtg	15.00
Verizon Business	acct 4512330	5.10
Verizon Wireless	3/10-4/9/19 Cell Phone	2162.94
Wellmark BlueCross BlueShield	3/16/19-3/22/19 Medical C	58399.79
Ziegler Inc.	Seat,Battery,seals,labor	10537.04
Grand Total		344648.28

General Basic Fund	71,235.22
Rural Services Basic Fund	35,077.24
Economic Development Fund	174.38
Capital Project Roadway Fund	123,625.86
Secondary Road Fund	49,788.98
Surcharge on E911	517.60
Emergency Management Services	437.70
Co. Assessor Agency Fund	579.24
Health Insurance Fund	61,485.79
Flex Benefits Account	1,726.27

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

NOTE: These minutes are as recorded by the Clerk to the Board of Supervisors and are subject to Board approval at the next regular meeting.