

LYON COUNTY AUDITORS OFFICE
May 9, 2016

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 25, 2016 meeting were reviewed. Motion made by Behrens to approve minutes, seconded by Peters. Motion carried.

Veteran Affairs quarterly report was reviewed and approved.

Motion by Behrens, second by Peters to appoint Glen Geerdes as Dale Township Trustee as of May 1, 2016 replacing Ken Geerdes. Motion carried.

Lyon County EMA Arden Kopischke informed the Board that the county's Pre-Disaster Mitigation Plan will be starting the updating process. The county is required to update the program every 5 years in order to receive FEMA dollars in the future. Northwest Iowa Planning and Development will be handling the paperwork for the update for a cost of \$32,500, with the county paying \$10,000 and FEMA paying \$22,500. The \$10,000 will be split between fiscal years 17/18 and 18/19. Resolution 2016-16 is to take part in the Pre-Disaster Mitigation Grant Program.

LOCAL MATCH RESOLUTION #2016-16 FOR THE

Pre-Disaster Mitigation Grant Program (PDM)

WHEREAS, Lyon County (hereinafter called "the Sub recipient"), County of Lyon, has made application through the Iowa Homeland Security and Emergency Management Division (HSEMD) to the Federal Emergency Management Agency (FEMA) for funding from the Pre-Disaster Mitigation Grant Program, in the amount of \$22,500 for the total project cost,

AND

WHEREAS, the Sub recipient recognizes the fact that this grant is based on a cost share basis with the federal share not exceeding 75%, and the local share being a minimum of 25% of the total project cost.

AND

THEREFORE, the Sub recipient agrees to provide and make available up to \$10,000 (ten thousand dollars) of local monies to be used to meet the minimum 25% match requirement for this mitigation grant application.

The resolution was passed and approved this 9th day of May, 2016.

Signature of Council or Board Members:

/s/ Randy Bosch

/s/ Steve Michael

/s/ Kirk Peters

/s/ Mark Behrens

/s/ Merle Koedam

5-9-2016

I submit this form for inclusion with the PDM Project Application

/s/ Cara Elbert, Authorized Representative

Motion by Peters, second by Behrens to approve and have Chairman sign Resolution 2016-16. Motion carried.

Sheriff Stewart Vander Stoep was present to inform the Board that the door system in the jail is starting to stick and replacement parts are hard to find. The door system is also part of the video recording system. Vander Stoep has money in his budget due to fuel price decreases and other circumstances to purchase a new system this fiscal year. Vander Stoep would like per diem funds to be used to pay for the system and needs Board approval to do so. The new system will cost an estimate of \$52,000. Motion by Michael, second by Koedam, to complete the new door and recording system using per diem dollars. Motion carried.

Attorney Shayne Mayer, Engineer Laura Sievers, and Sheriff Stewart Vander Stoep all participated in a discussion regarding UTV/ATV vehicles. The Board was approached on April 25 by a resident inquiring whether the County would consider passing a policy/ordinance allowing such vehicles to be operated within the county. During discussion it was decided to not allow UTV/ATV on county roadways due to injury and liability concerns. A letter will be sent to Mr. Boddie to inform him of the Board's decision.

Engineer Sievers informed the Board that Dakota Access Pipeline does not agree with the County's agreement with DGR for inspection services. DGR wants an hourly rate and DAPL wants a day rate stated in the agreement. It was decided that Sievers will talk with DGR to see if they would be willing to negotiate regarding the billing agreement. DGR will be told they have 2 weeks to work with DAPL to come to an agreement as the Board needs to have a contract signed soon. The Board also requested a declination letter from DGR if they cannot come to an agreement. Sievers will contact the other company, ISG to work on a possible contract for services in case DGR declines the opportunity to sign a contract.

There was a bid letting for RS Culvert 2017-73-60 project which had 3 bidders: Henning Construction, Inc. \$609,699.25; Midwest Contracting, LLC \$721,890; and Carlson, L.A. Contracting, Inc. \$837,689.50. There will be ten different locations throughout the county replacing single span wooden bridges and culverts. Motion by Peters, second by Michael to approve Henning Construction, Inc. at \$609,699.25 as low bidder and have Chairman sign contract for work. Motion carried.

Sievers needed the Board to accept by resolution the revised 2016 DOT Five Year Road Program.

Resolution to Revise Lyon County 2016 Five Year Program

County Resolution 2016-11

Resolution No. 0.1

Unforeseen circumstances have arisen since adoption of the approved Secondary Road Construction Program, and previous revisions, requiring changes to the sequence, funding and timing of the proposed work plan.

The Board of Supervisors of Lyon County, Iowa, in accordance with Iowa Code section 309.22, initiates and recommends modification of the following project(s) in the accomplishment year (State Fiscal Year 2016), for approval by the Iowa Department of Transportation (Iowa DOT), per Iowa Code 309.23 and Iowa DOT Instructional Memorandum 2.050.

The following approved Priority Year projects shall be ADVANCED to the Program's Accomplishment year:

| Project Number Local ID TPMS # | Project Location Description of work | AADT Length NBIS # | Type Work Fund basis | Prior FY | Accomplishment Year (\$1000's of dollars) | | |
|---|---|--------------------------|-------------------------|----------|---|---------------|-------|
| | | | | | New amount | Net change | |
| L-(A-22)--73-60 A-22 TPMS ID: 24947 | 170TH ST: From Jet of US 75 to Co Rd K-52 | 330 1.65 MI | PCC Paving LOCAL | 2017 | \$400 | \$400 | |
| Totals | | | | | | \$400 | \$400 |

| Fund ID | Accomplishment year (\$1000's of dollars) | | |
|--|--|------------|------------|
| | Previous Amount | New Amount | Net Change |
| Local Funds | \$3,062 | \$3,462 | \$400 |
| Farm to Market Funds | \$2,613 | \$2,613 | \$0 |
| Special Funds | \$700 | \$700 | \$0 |
| Federal Aid Funds | \$2,964 | \$2,964 | \$0 |
| Total construction cost (All funds) | \$9,339 | \$9,739 | \$400 |
| Local 020 Construction cost totals (Local Funds + BROS-SJ FA funds) | \$3,462 | \$3,862 | \$400 |

Recommended:

5-9-2016 /s/ Laura Sievers, County Engineer

Approved:

5-9-2016 /s/ Randy Bosch, Chair Board of Supervisors

Attested:

I, Jen Smit, Auditor in and for Lyon County, Iowa do hereby certify the above and foregoing to be a true and exact copy of a resolution passed and approved by the Board of Supervisors of Lyon County, Iowa, at its meeting held on the 9th day of May, 2016.

/s/Jen Smit, County Auditor

5-9-2016

Motion by Behrens, second by Michael to approve and Chairman sign resolution 2016-11. Motion carried.

Sievers asked for approval of contract design services with Calhoun Burns for bridge 30R by Lester, bridges 38W and 63W on A34. Motion by Koedam, second by Michael to approve and have Chairman sign contract. Motion carried.

The Engineer notified the Board that the Bergs recently placed a tile within the bridge project easement. The Engineer will decide if the tile needs to be relocated after the bridge project and project audit is completed. If the portion of tile within the new ROW needs to be moved, it will be an additional cost to the County as it now is within County ROW.

Road Superintendent Gary Vogel also joined the meeting to bring up a concern regarding heavy equipment on gravel roads in the county. There was discussion on ways for residents to be made aware of the damage heavy, repetitive traffic can do to the gravel roads in wet weather.

Sievers gave a construction project update. The patch on K30 should be happening in the next week and micro-surfacing will be starting this week.

Dakota Access Pipeline has stated work is planned to start in Lyon County around October. Sievers has been informed that the project likes to keep their crews apart which means that there will be lulls in the work.

Supervisor correspondence: Behrens: NW IA Care Connections, Regional Crisis Services meeting, Peters: Compass Point mtg., Bosch: NW Early Childhood IA meeting.

Handwritten claim dated 4-26-2016 in the amount of \$40,752.22 was reviewed and approved. Check sequence #121505.

| | | |
|-------------------------------|---------------------------|----------|
| Wellmark BlueCross BlueShield | 4-16-16 to 4-22-16 Claims | 40752.22 |
| Grand Total | | 40752.22 |

Health Insurance Fund 40,752.22

Payroll dated 4-29-2016 was reviewed and approved.

Payroll Warrant Register in the amount of \$192,580.80 is listed by fund.

| | |
|---------------------------|------------|
| General Basic Fund | 121,918.63 |
| MH-DD Fund | 1,255.34 |
| Rural Service Basic Fund | 18,095.77 |
| Economic Development Fund | 3,276.28 |
| Secondary Road Fund | 37,474.56 |
| Emergency Management Serv | 2,478.76 |
| Co Assessor Agency Fund | 8,081.46 |

Payroll Disbursement Register in the amount of \$276,784.31 is listed by Fund.

General Basic Fund 98,921.00

| | |
|---------------------------|-----------|
| General Supplemental Fund | 52,824.09 |
| MH-DD Fund | 1,270.02 |
| Rural Services Basic Fund | 32,991.58 |
| Economic Development Fund | 4,252.63 |
| Secondary Road Fund | 73,363.20 |
| Emergency Management Serv | 3,112.95 |
| Co. Assessor Agency Fund | 10,048.84 |

Claims dated 5-9-2016 in the amount of \$700,821 were reviewed and approved.
Check sequence #121634-121785.

| | | |
|--------------------------------|----------------------------------|-----------|
| A & B Business Solutions | Samsung Contract | 140.93 |
| Advanced Systems, Inc. | 5/7/16-8/6/16 Copy Contra | 95.58 |
| Alliance Communications Attn: | May 911 Recurring, phone serv | 432.07 |
| Bankers Trust ACH | Principal/Interest GO Jail | 236780.00 |
| Lee Bjerke Winneshiek County E | split cost of rental car- | 199.06 |
| Vicki Borman | April Miles (921), cellphn reimb | 475.50 |
| Cheryl Bos | CDL Training, meals | 240.44 |
| C.J. Cooper & Associates | pre-employment drug test | 35.00 |
| Calhoun-Burns & Associate Inc. | bridge inspection | 755.96 |
| Century Link | 911 Recurring | 428.35 |
| Century Link - Business | Long distance | 227.37 |
| City of Doon | water - Doon shop | 33.00 |
| City of Larchwood | utilities | 59.05 |
| City of Rock Rapids Municipal | Utilities | 5669.86 |
| Class C Solutions Group | cable ties, hardware | 65.57 |
| Consolidated Communications fo | 911 Recurring, phone service | 1433.18 |
| Cooperative Energy Company | 757G gasohol, 8422G Diesel, | |
| | Tires, labor, | 16596.76 |
| Cooperative Farmers Elevator | Fuel, service, grass seed | 790.12 |
| Corner Rexall Drugs | Posterboard & Batteries | 6.48 |
| Corner Service | fuel line #54, brake cleaner | 14.80 |
| Culligan Soft Water Serv. | May/June Rental | 44.00 |
| Cutting Edge Mfg | floor grate - LW shop | 220.00 |
| Dakota Alignment & Frame Servi | alignment & straightening | 4631.14 |
| Dakota Data Shred DDS | 4/12/16 shredding 286 lbs | 65.78 |
| Dakota Fluid Power Inc. | adapter, cylinder repairs | 426.94 |
| Kenny DeBoer | Fill 1 Well & 2 Cisterns | 963.75 |
| Melinda DeJong | April Mileage - 510 Miles | 255.00 |
| Denco Highway Construction Inc | bridge deck repairs (5) | 148383.70 |
| Denny's Sanitation Inc. | April Garbage Service/She | 177.00 |
| DJ's Service | 38G gasohol, 480G diesel | 896.92 |
| Connie Douglass | April Miles (25), cellphn reimb | 27.50 |
| Electronic Engineering | May Console & Repeater Ma | 1000.00 |
| Frank Dunn Company Frank Dunn | 1 pallet hi performance p | 789.00 |
| Fratzke & Jensen | Federal Assistance | 1500.00 |
| Frontier | George telephone | 50.34 |
| GeoComm, Inc. | 3Yr GIS Maint on PSAP/Gra | 13071.00 |
| George EMS | AHA-BLS Instructor packag | 117.95 |
| George Office Products | Paper, files, office supplies | 451.29 |
| Glass Doctor - North West IA | install window #67 | 180.00 |
| H & S Homebuilding Center | guardrail repair materials | 100.98 |
| Hancock Concrete Products Co | 18" RCP, filter cloth | 554.85 |
| Hillyard / Sioux Falls | Custodial supplies, mats | 1918.64 |
| I Wireless | 4/16-5/15/16 Cell Phone | 186.13 |

5-9-2016

| | | |
|--------------------------------|--|----------|
| I-State Truck Center | turn switch #26 | 317.42 |
| IMAGETek, Inc. | Hookup ImageT to new comp | 37.50 |
| Innovative Benefit Consultants | April Benefit Services 87 | 1740.00 |
| Institute of Iowa Certified As | ICA Summer Conf 7/20-7/22 | 315.00 |
| Inwood Rescue | CEU Training certs | 230.00 |
| Iowa County Recordors Assoc. A | Summer School 6/21-6/23 | 100.00 |
| Iowa Dept. of Public Health | Vital Records Training 5/ | 10.00 |
| Iowa Prison Industries | Beloit Sign, signs | 1547.70 |
| ISACA Travis Weipert | Annual SEAT Dues 2016 | 150.00 |
| ISU Extension - Lyon County | Leadership Mtg 5/25-6/29 | 180.00 |
| JCL Solutions-Janitors Closet | Custodial Supplies | 81.21 |
| Jebro Inc. | 223 gal CRS-2 | 780.50 |
| Jim Hawk Tr Trailers Inc. | grommet, pigtail,tail light | 297.66 |
| Keith's Korner | April Fuel - 84.6 G Gasah | 164.00 |
| Shannon Klarenbeek | April miles(188),Cellphn Reimb | 109.00 |
| Marilyn Lafrenz | April Miles(831),cellphn reimb | 430.50 |
| Larchwood Quick Stop | 97 gal gasahol | 189.32 |
| LeadsOnline LLC | 7/1/16-6/30/17 Renew Cont | 1758.00 |
| Lester Rescue Squad | NCC CEU training certs | 205.00 |
| Leuthold Plumbing/Heating Inc | 8" road bore | 4000.00 |
| Lyon & Sioux Rural Water | water - Lester/Larchwood shop | 56.00 |
| Lyon County Fair | 2016 Fair Booth Rental/Do | 175.00 |
| Lyon County Sheriff Dept. | Juv Fees/Sheriff Fees | 568.35 |
| Lyon County Treasurer | April Stop Loss Refunds | 29137.16 |
| Lyon Rural Electric Coop | security light repair | 65.00 |
| Mac's Inc. | hardware | 33.22 |
| Marco | 1/27/16-4/26/16 Copier Co | 77.30 |
| Medical Excess | May Transplant Ins 23s/63f | 1535.97 |
| Sarah Merry-Skoglund | April Miles(315),cellphn reimb | 172.50 |
| Mid Country Machinery Inc. | throttle cable - #90 | 342.36 |
| MidAmerican Energy | acct 11930-66002 | 167.92 |
| Joanne Montag | April miles(689),cellphn reimb | 386.15 |
| Moon Creek Veterinary Clinic | 4/29/16 Meds for Athos | 16.95 |
| MSC Industrial Supply Co. | safety glasses | 192.90 |
| Myrl & Roy's Paving Inc. | 21.95 tons RR Ballast | 279.86 |
| New Century Press | Brd Minutes,audit prop,bid Notice, amnesty notice | 1138.11 |
| North American Truck & Trailer | windshield - #10,labor | 177.59 |
| North Central International | belt - #29 | 12.99 |
| Northeast District ISAA Attn: | 2 Basic Assess 7/12-7/13 | 350.00 |
| Northern Iowa Construction Pro | 18" CMP, 18" Bands | 8550.00 |
| Oak Street Station | Fuel | 350.71 |
| Osceola County Rural Water | water - Doon shop | 34.73 |
| Carolyn Plueger Schuetts Repor | Deposition 4/21/16 | 382.25 |
| Popkes Car Care, Inc. | April fuel-90.729 Dyed Diesel, Tires, alignment | 590.50 |
| Prahn Construction Inc. | Bridge payments(51R & 36W) | 98784.60 |
| Premier Communications | May phone, internet, cable | 2413.71 |
| Premier Network Solutions d/b/ | May IT Sheriff, Fortigate 2yr | 4852.50 |
| Rapid Auto Repair Michael D. K | Oil Change/Tire Rotation | 257.81 |
| RELX Inc DBA LexisNexis | April on-line periodical | 141.20 |
| Xochitl Robison | April Interpreter Service | 77.00 |
| Rock Rapids Ace Hardware | Cleaning supplies,totes | 489.44 |
| Rock Rapids Kids Club | Res 2016-02 Contribution | 25000.00 |
| Rock Rapids Machine & Welding | plugs #56,flat iron | 66.56 |
| Lisa R. Rockhill | April miles(30),cellphn reimb | 30.00 |
| Steve Simons | April Mileage - 505 Miles | 252.50 |

| | | |
|--------------------------------|--|----------|
| Stateline Graphics | Zoning Amnesty Notice | 73.50 |
| Melissa Stillson | April Cellphn Reim,miles(166), Reimb 2 BP kits | 130.98 |
| Sturdevant's Auto Parts | parts,filters,oil, supplies | 732.95 |
| Sunshine Foods | Coffee, April inmate meals | 655.15 |
| SYSCO Lincoln | Replacement Parts/CanOpen | 50.00 |
| Todd's True Value | shop supplies | 38.04 |
| Town & Country | garbage service - LR shop | 23.66 |
| U.S. Cellular | 4/22/-5/21 WiFi Tablet,cellph | 140.11 |
| US Bank - Purchase Card Purcha | Microsoft license,lodging, Printer, registrations | 1875.58 |
| US Bank Equipment Finance | 4/9-5/9/16 Copier Contrac | 154.32 |
| Lorna Van Maanen | Dist mtg, mileage(211), meals | 119.05 |
| VanderLee Motors Inc. | Replace Headlight, service | 126.39 |
| Verizon Business | acct 4512330 | 5.84 |
| Verizon Wireless | Cell Phone,hotspot,aircards | 1299.33 |
| Vogel Traffic Services, INC | pavement marking | 37453.50 |
| Wall Street Printers | 1,000 Ink Pens/Treasurer | 385.00 |
| WebClimber Services c/o Scott | Replace cable,50' HDMI ca | 128.00 |
| Wellmark BlueCross BlueShield | Claims, Admin fees,stoploss | 24785.84 |
| Bonnie Wilson | April Cell Phone Reimb | 15.00 |
| Ziegler Inc. | hose, compressor,core chg | 2336.12 |
| Grand Total | | |

| | |
|-------------------------------|------------|
| General Basic Fund | 26,069.91 |
| General Basic Sub Fund | 64.81- |
| Rural Services Basic Fund | 1,310.65 |
| Economic Development Fund | 375.06 |
| Secondary Road Fund | 332,644.64 |
| Debt Service Fund | 236,780.00 |
| Recorders Management Fund | 37.50 |
| Surcharge on E911 | 20,555.50 |
| Development Project Fund | 25,000.00 |
| Emergency Management Services | 128.42 |
| Co. Assessor Agency Fund | 785.33 |
| Health Insurance Fund | 57,198.97 |

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

| | |
|----------------|----------------|
| ATTEST _____ | APPROVED _____ |
| County Auditor | Chairman |