

LYON COUNTY AUDITORS OFFICE
July 10, 2017

ROCK RAPIDS, IOWA

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

The minutes of the June 26, 2017 meeting were reviewed. Motion made by Behrens to approve minutes, seconded by Koedam. Motion carried.

Treasurer Russ Hopp was present to give the Semi Annual Report ending June 30, 2017. Hopp explained the interest rates on investments, the balances of different funds, and the amounts the county receives from offering CDL's and other revenues. Motion by Peters, second by Behrens to approve and Board sign Semi Annual Report. Motion carried. Hopp also talked to the Board regarding the properties that the county assumed during the tax sale.

Lyon County Economic Development Director Steve Simons gave a recount of the Lyon County Business Recognition event. Premier Bank was a sponsor of the event and Simons wanted to thank them for their support. It was also pointed out that Stensland ice cream was served at the event as well showing support for a local business.

Simons also talked about the campaign kickoff for the new hospital.

Simons also mentioned that the Board will be receiving invitations to CFE's open house on July 20th for the new facility.

Veteran Affairs Director Jared Ageson was present to give the Board information on federal dollars received by veterans in the county over the last 3 years. Currently statistics show that 597 veterans in Lyon County are enrolled in the VA healthcare system. The Korean and Vietnam veterans are the ones now coming forward for assistance. Ageson was asked at the National conference in San Diego to be a Sergeant in Arms. He will have to be nominated, and the IACVSO (Iowa Association of County Veterans Service Officers) will vote to approve the position at the Fall school of 2017 in Des Moines.

Motion by Peters, second by Behrens to appoint Arden Kopischke as the Safety Director for 17/18 at a yearly salary of \$2,640. Motion carried.

The Board certified the 17/18 salaries as follows:

SALARIES FOR FY 2017/2018:

ELECTED OFFICIALS:

Supervisor, Chairman	Randy Bosch	\$27,262
Supervisors	Steve Michael	\$26,187
	Mark Behrens	\$26,187
	Kirk J. Peters	\$26,187
	Merle Koedam	\$26,187
Attorney	Shayne Mayer	\$99,690
Auditor	Jen Smit	\$60,330
Sheriff	Stewart Vander Stoep	\$85,842

Treasurer	Russell Hopp	\$60,330
Recorder	Eldon Kruse	\$60,330

MILEAGE: Mileage for County Employees will be paid \$0.50/mi. for official business within pre-approved budgets.

COURTHOUSE DEPUTIES SALARIES: According to the 2017 Code of Iowa, Chapter 331.904, establishes a maximum salary of deputies at 85% of the elected official's salary. Courthouse deputy salaries will be as follows:

LeAnn Krull, Deputy Auditor	\$50,074 (83%)
Sara Sprock, Deputy Auditor	\$49,471 (82%)
Michele Stewart, Deputy Treasurer, Tax	\$50,074 (83%)
Barb Dreke, Deputy Treasurer, MV	\$50,074 (83%)
Amie Griesse, Deputy Recorder	\$49,471 (82%)

MENTAL HEALTH: DISABILITY SERVICE COORDINATOR: Lisa Rockhill hourly wage \$25.09/hr. @ 18 hours per week.

GENERAL RELIEF DIRECTOR: Lisa Rockhill \$1,800/yr.

ECONOMIC DEVELOPMENT DIRECTOR: Stephen Simons \$65,781

ASSESSOR:

Marilee Schleusner, Assr.	\$58,520
Pam Tille, Deputy Assr.	\$47,867 (81%)
Colette Nath, Field Appraiser	\$44,041 (73%)
Carrie Johnson, Admin Asst. (PT)	\$16.25/hr.

Board of Review \$50 per diem

TREASURERS OFFICE:

Cheryl Bos	\$49,471 (82%)
Hedy Kruger	\$44,041 (73%)

RECORDER: Heather Stubbe (PT) \$15.00/hr., 1-1-2018 \$15.50/hr.

AUDITOR: Carrie Johnson, Clerk (PT) \$16.25/hr.

EMERGENCY MANAGEMENT SERVICES DIRECTOR: Arden Kopischke \$43,758

SAFETY DIRECTOR: Arden Kopischke \$2,640/yr.

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

Melissa Stillson, Administrator	\$65,666
Vicki Borman, HMKR Aide, (PT)	\$15.19/hr.
Mel DeJong (PT), RN	\$27.34/hr.
Connie Douglass, Accounting (FT)	\$17.53/hr.
Shelby Fastert, HMKR (PT/PRN)	\$11.78/hr.
Shannon Klarenbeek, RN (FT)	\$22.79/hr.
Marilyn LaFrenz, HMKR (PT)	\$14.01/hr.
Sarah Merry-Skoglund HMKR (PT)	\$11.78/hr.
Lisa Rockhill, Advocate (PT)	\$25.09/hr. (19.5 hrs/wk)
Bonnie Wilson, Admin Assistant (FT)	\$18.80/hr.

ATTORNEY'S OFFICE:

Karlee Nagel, secretary	\$46,367
Drew Driesen, intern	\$10.00/hr.

Heather Heimensen, crime victim witness coord. (PT) \$24.68/hr.

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

Jack Brundell	\$24.45/hr.
Michael DeBruin	\$24.45/hr.
Donald Fastert	\$24.45/hr.
Wayne Jepsen	\$24.45/hr.
Darren Wielenga	\$24.45/hr.
Kelli Willett	\$24.45/hr.

POLL WORKERS: Per Diem set at \$176.00 for full day / \$110.00 for half day; School of Instruction \$22.00, and mileage @ .50 cents per mile for fiscal year 2017/2018. (Based on \$11.00/hr.)

SHERIFFS DEPARTMENT: Deputies based on Sheriff's salary \$85,842

Jerry Birkey, Chief Dep.-Det.	\$72,966 (85%)
Rick Bos, Deputy	\$72,107 (84%)
Mark Dorhout, Deputy	\$71,249 (83%)
Chad Klosterbuer, Deputy	\$71,249 (83%)
William Minor, Deputy	\$65,454 (75% until 11-16-17 then 77%)
Nyron Moore, Deputy	\$67,279 (78% until 2-17-18 then 79%)
Kyle Munneke, Deputy	\$67,994 (79% until 4-15-18 then 80%)
Kyle Oostra, Deputy	\$66,098 (77%)
Stephanie Schreurs, Deputy	\$71,249 (83%)
Amy Stoner, Deputy	\$65,383 (75% until 12-1-17 then 77%)
Robin Ver Meer, Deputy	\$71,249 (83%)
New Hire	\$60,089 (70%), \$62,665 (73% certified)

DISPATCHERS:

Marie Brower (PT)	\$17.17/hr.
LuAnn Serck (FT)	\$21.45/hr.
Heather Sinnett (FT)	\$21.45/hr.
Barb Sprock, Supervisor (FT)	\$23.59/hr.
Shannon VanMeeteren, (PT)	\$18.00/hr.
Sandy Wissink (FT)	\$21.45/hr.
Starting wage	\$15.65/hr. or \$16.66/hr. certified

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

Dean Schubert, Administrator	\$25.24/hr.
Craig Bontje (FT)	\$20.70/hr. (82%)
DeAnn Drewes (FT)	\$21.45/hr. (85%)
Jason Kelly (FT)	\$20.70/hr. (82%)
Gonzalo Morales, Jr. (FT)	\$20.70/hr. (82%)
Diane Schroeder (FT)	\$21.45/hr. (85%)
Cindi Steenblock (FT)	\$20.70/hr. (82%)
Leigh Stewart (FT)	\$21.45/hr. (85%)
Richard Vanden Top (FT)	\$20.70/hr. (82%)
Alex Waagmeester (PT)	\$15.58/hr. (until 11-14-17 then \$17.66/hr)
New Hire	\$15.65/hr. (until certified then \$16.66)
Matron Fee	\$12.00/hr.
Per Diem Fees	\$25.00
Interpretation Fees	\$25.00/hr.

CONSERVATION BOARD:

Craig Van Otterloo, Director	\$74,815
Kyle Ciesielski, Operations Supv.	\$56,361

Justin Smith, Park Ranger \$55,250
Emily Ostrander, Naturalist \$47,106
Kayla Gerloff, Secretary (PT) \$16.00/hr.

COURTHOUSE: Lance Iwen (FT) \$21.55/hr.
Virginia Wibben (PT) \$13.00/hr. (1-1-18 \$13.50)
Sara Sprock - IT \$1,800/yr.

SECONDARY ROAD ENGINEER OFFICE:

Laura Sievers, Engineer \$104,053
Gary Vogel, Road Superintendent \$33.01/hr.
Lori Van Maanen, Office Manager \$50,565
Kyle Peters, Assistant to Engineer \$32.08/hr.
Cole Knudson, Engineering Tech \$23.08/hr. (8-8-17 23.56, 11-17 23.80, 5-18
24.04)
Doug Wiarda, Inspector II \$24.04/hr. (temporary as needed)

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

All Maintenance II employees are listed hourly as follows:

Bradley Ageson \$22.95/hr.
Robert Ageson \$22.95/hr.
Steven Ageson \$22.95/hr.
Timothy Dammann \$22.95/hr.
Rickie Denekas \$22.95/hr.
Austin Fluit \$22.95/hr.
Gerald Graves \$22.95/hr.
Robert Gruis \$22.95/hr.
Dustin Horstman \$22.95/hr.
Alvin Huyser \$22.95/hr.
David Jackson \$22.95/hr.
Gene Kruger \$22.95/hr.
Jeffrey Kruse \$22.95/hr.
John McCarty \$22.95/hr.
Kenneth Roemen \$22.95/hr.
Jeffery Schmidt \$22.95/hr.
Dan Schreurs \$22.95/hr.
William Schreurs \$22.95/hr.
Martin Schoening \$22.95/hr.
Jared Van Engen \$24.14/hr Mechanic
Lyle VerHoeven \$22.95/hr.
Jay Vogel \$22.95/hr.
Jacob Wordekemper \$22.95/hr.

SANITARIAN: Joel Moser \$12,829

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

Pam Tille, Administrator 7-1-2017 to 6-30-2018 \$3,225/yr.
Marilee Schleusner, Secretary 7-1-2017 to 6-30-2018 \$1,300/yr.
Colette Nath, Clerk 7-1-2017 to 6-30-2018 \$ 624/yr.
Zoning Board of Adjustment and Zoning Commission members \$20.00 per diem.

TOWNSHIP CLERKS/TRUSTEES: \$15.00 per diem.

VETERAN AFFAIRS: Jared Ageson, Director \$24,800/yr.
Commission Members: Dennis Altman, Doug Hilbrands, Jerry Baatz \$60.00/meeting

WEED COMMISSIONERS:

John C. Van Veldhuizen \$4,500/yr.
John Smidstra \$4,500/yr.

AMBULANCE SQUAD: 7-1-2017 \$4.00 per hour for scheduled time and \$10.00/hr. for time on a call. Races 2 EMT's \$75 per night. Training officer \$20/mth.

Amy Borman, Bonnie Haviland, Stanley Knobloch, Alexandra Krull, Kris Krull, Eric Kupferschmid, Jennifer Miller, Deb Mowry, Jennifer Smit, Sara Sprock, and Craig Wynia. Drivers: Eric Borman, Arden Kopischke, Ed Reck, Jay Vogel, Tanner Vogel, Chas Zech.

Health Insurance Costs for fiscal year 2017/18 are as follows: Single Plan Cost \$700/Deductible \$500; Family Plan Cost \$1580/ Deductible \$500 person /\$1000 per family.

Employee Health Insurance Rates: Non-Union Employees: Single Plan \$35/mth, Family Plan \$224/mth; Union Employees: Single Plan \$35/mth; Family Plan \$202/mth.

Motion by Peters, second by Koedam to approve the above salaries and appointments for 2017-2018. Motion carried.

The Lyon County Ambulance will continue to charge \$326.24 for on track assistance at the Friday night races, figure 8 races, and the tractor pull during the fair. For CLGLR football games the charge will be \$25.00 rig charge and the EMT will be paid for 2 hours at \$10/hr. Motion by Behrens, second by Peters to approve the Lyon County Ambulance charges for 17/18. Motion carried.

Motion by Peters, second by Koedam to approve and certify the 17/18 tax assessment rates. Motion carried.

Quarterly reports of the Auditor and Recorder were reviewed. The Sheriff report will be moved to July 24th.

Sheriff Vander Stoep notified the Board that Beau Kellenberger resigned his position as part time jailer with his last day being June 15, 2017.

Supervisor correspondence: Behrens-NWIA Care Connections; Koedam-MidSioux, Northwest Planning and Development, Regional Transit, Lyon County Economic Development, Compass Pointe; Peters-RR shop meeting with Engineer Sievers;

Handwritten claims dated 6-29-2017 in the amount of \$23,643.17 were reviewed and approved. Check sequence #128879-128880.

ISAC Group Unemployment Fund	2nd Q 2017 Unemployment	3034.03
Wellmark BlueCross BlueShield	6/17/17-6/23/17 Claims	20609.28
Grand Total		23643.31

General Basic Fund	1,450.62
Rural Services Basic Fund	390.93
Economic Development Fund	39.77
Secondary Road Fund	1,008.27
Emergency Management Services	32.18
Co. Assessor Agency Fund	112.26

Health Insurance Fund 20,609.28

Payroll dated 6-30-2017 was reviewed and approved.

Payroll Warrant Register in the amount of \$209,047.94 is listed by fund.

General Basic Fund	133,208.37
County MDH Services Fund	1,493.16
Rural Services Basic Fund	18,782.89
Economic Development Fund	3,345.36
Secondary Road Fund	41,547.99
Emergency Management Services	2,472.18
Co. Assessor Agency Fund	8,197.99

Payroll Disbursement Register in the amount of \$287,701.30 is listed by Fund.

General Basic Fund	104,323.66
General Supplemental Fund	53,817.35
County MHD Services Fund	1,497.63
Rural Services Basic Fund	33,256.67
Economic Development Fund	4,295.34
Secondary Road Fund	77,112.31
Emergency Management Services	3,108.11
Co. Assessor Agency Fund	10,290.23

Claims dated 7-10-2017 in the amount of \$688,649.86 were reviewed and approved. Check sequence #128881-129018.

Advanced Systems, Inc.	Lexmark printer/Copier Cont	1085.75
Ahlers & Cooney, P.C. Attn: Ac	HRServices thru 6/19/17	864.00
Airgas USA LLC	first aid kit supplies	99.36
Alliance Communications Attn:	July 911 Recur/shop phones	284.10
Alliant Energy	acct 3128711000	2074.86
Baker Mechanical Inc DBA Baker	Progress Bill 02	8500.00
Vicki Borman	June Mileage (489)	244.50
Boyer Trucks	radiator, CAC, shroud #11	1845.23
Buena Vista County EMA	Fair Supplies Clay Co Fai	150.00
C.J. Cooper & Associates	post accident drug test	35.00
Calhoun-Burns & Associate Inc.	Bridge Design 4R,61Y,30R	11788.95
Care Initiative - Lyon Manor	June Inmate Meals (251x\$6	1506.00
Century Link - Business	5/16/17-6/15/17 Long Dist	244.31
Chase Companies	6/27/17 Photograph BusRec	75.00
City of Doon	water - Doon shop	33.00
City of Larchwood	utilities	41.88
City of Rock Rapids Municipal	May Util/Costshare Nat Gas	5445.91
Compass Pointe	1st Q FY2018 Prevention	2936.25
Computer Clinic	Domain Name Renewal/Sheri	35.00
Cooperative Energy Company	June Fuel gasohol,premium	66.82
Cooperative Farmers Elevator	June Fuel,service,roundup	997.58
Culligan Soft Water Serv.	July/August Rental - Sher	22.00
Denny's Sanitation Inc.	April-June Garbage Servic	312.00
DGR Engineering	bridge topo 3R,11W,8Y	2213.37

Doon Press	6/22&6/29 Ad for Health N	44.00
Connie Douglass	June Mileage (20)	10.00
Driveline Service, Inc.	u-joint, end & flange yok	160.88
Electronic Engineering	Replace Microwave Link 91	34934.79
Fabers Farm Equipment, Inc.	mower parts #95, #96	2206.51
Shelby Fastert	June Mileage (178)	89.00
George Office Products	Hutch,toner,office supplies	1832.31
Hiller Lumber	coupler, duck tape,hardware	86.85
Hillyard / Sioux Falls	Mop Head	27.75
I-State Truck Center	fender brkt, splash shiel	1066.10
IMAGETek, Inc.	Ratchet Repair on Software	450.00
IMWCA	FY2018 WC Premium	105977.00
Innovative Benefit Consultants	June Benefit Services (86	1720.00
Iowa Association for Education	Sponsor Share Spring Tuit	241.80
Iowa Communities Assur Pool	FY18 General Liab,Prop/Auto	182312.09
Iowa Prison Industries	Posts, numbers,bolts	1162.50
ISAC	FY2018 Dues	6150.00
Jim Hawk Tr Trailers Inc.	rotating flange,weather seal	364.79
Jurrens Funeral Home	Funeral Assistance	1500.00
Keith's Korner	June Fuel - 58.62 G Gasah	123.00
Shannon Klarenbeek	June Mileage (272)	136.00
Eldon E. Kruse	Mileage(126),meals 6/21-6/23	84.87
Marilyn Lafrenz	June Mileage (478)	239.00
Larchwood Quick Stop	86 gal gasahol	185.81
Lil' Chubs Corner Stop	5G unleaded,21G gasahol	60.26
Little Rock Free Lance	6/20&6/27 Ad for Health N	32.00
Lyon & Sioux Rural Water	water - Lester shop	62.00
Lyon County Engineer	FY2017 4th Q Well Admin (1140.00
Lyon County Treasurer - ACH I	June Stop Loss Refund Wel	40803.70
Lyon Rural Electric Coop	security light rental	712.80
Mac's Inc.	hardware	38.97
Mail Services. LLC	July Renewals/postage	420.21
Mainstay Systems Inc.	July-Sept IA System Maint	237.00
McDonald Roofing Company	Rock Rapids shop roof rep	23658.00
McNab Manor Apartments	July Rental Assistance	200.00
Medical Excess	July Transplant Ins 23s/6	1557.01
Sarah Merry-Skoglund	June Mileage (970)	485.00
MidAmerican Energy	acct 11930-66002	107.33
Keith Nelson	Mileage(182)St vs Sechs	101.00
New Century Press	6/26/17 Brd Minutes,HS ad	436.84
North American Truck & Trailer	starter - #10	428.40
Northern Iowa Construction Pro	720' 18" CMP,54'CMP,bands	13538.60
Northwest Iowa Comm. College N	5/15/17 Mtg (7) Rig Maint	70.00
Northwest Iowa Development	2017 Member Dues	8580.00
Northwest Iowa Planning &	FY2018 Dues	5790.50
O'Brien County Auditor	FY2018 Juv Office Expense	126.00
Oak Street Station	Fuel 38.068G Gasahol,tire rep	137.27
Osceola County Rural Water	water - Little Rock shop	34.04
Kyle Peters	steel toe shoes,wifi adapter	183.14
Pictometry International Corp	Pictometry Online thru 9/	1650.00
Pitney Bowes Inc.	postage machine rent	53.85
Popkes Car Care, Inc.	June Fuel 147.113G Dyed D	268.38
Prairie Reporting Stacy L. Wie	Deposition St vs Sprock	100.00
Precision Midwest	GPS Rover Unit,Data collector	30165.00
Premier Communications	July Phone, internet, cable	3731.81
Premier Network Solutions d/b/	July IT , adapter	2025.00
Prevent Child Abuse America	July-Dec Affiliation Fee	875.00

PRIA	FY2018 PRIA Membership	60.00
RDO Equipment Company	inserts #54,#62	1748.00
RELX Inc DBA LexisNexis	June on-line periodical	145.44
Rent-All Inc	7/6/17 Tiller Rent AmbGar	76.80
Rock Rapids Ace Hardware	Key Tahoe, Supplies	89.34
Rock Rapids Machine & Welding	pipe #6, labor	130.51
Lisa R. Rockhill	June Mileage (172)	86.00
Safety-Kleen	parts washer rental	327.66
Sanitation Products, Inc.	Falls 411H OneWay Plow,pump	14201.66
Steve Simons	Reimburse supplies,June Miles	410.01
Solutions, Inc.	FY18 iSeries - Bronze Level	35950.00
Stateline Graphics	6/21 Ad for Health Nurse	42.00
Stensland Family Farm	6/27/17 IceCream BusRecg	353.25
Melissa Stillson	June Mileage (18)	9.00
Sunshine Foods	Inmate Food, supplies	562.00
T & A Service & Supply	Evaporator core #22,parts	622.57
The Schneider Corporation Attn	8/21/17 Beacon Admin Clas	99.00
The Schneider Corporation	FY2018 1/3 WFS Hosting Pi	21250.00
Tony's Catering	6/27/17 Lunch Bus Recg	1146.75
Town & Country	June Garbage Service	63.71
US Bank - Purchase Card Purcha	Passports,lodging,FY18Fortinet	
	Antivirus software,	2310.91
Van't Hul Repair	steel	6.84
VanderLee Motors Inc.	U-Joint 2010 Ambulance	155.39
Verizon Wireless	6/19-7/18 Cell Phone/Inte	1352.49
Vogel Traffic Services, INC	pavement markings	49093.00
Wellmark BlueCross BlueShield	June Fees,stoploss,claims	34038.30
Ziegler Inc.	v-pick #60 Accident Damag	4095.01
ZOLL Medical Corporation	(1) Lifeband 3 Pack	409.19
Grand Total		688649.86

General Basic Fund	72,404.21
General Basic Sub Fund	8,500.00
General Supplemental Fund	138,208.67
Rural Services Basic Fund	25,343.33
Economic Development Fund	10,112.72
Capital Project-Roadway Fund	7,779.90
Secondary Road Fund	287,808.65
Surcharge on E911	38,019.38
Development Project Fund	1,878.44
Emergency Management Services	2,667.34
Co. Assessor Agency Fund	17,808.21
Health Insurance Fund	78,119.01

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

ATTEST _____ APPROVED _____
County Auditor Chairman