

LYON COUNTY AUDITORS OFFICE
January 14, 2020

ROCK RAPIDS, IOWA

Vice Chairman Josh Feucht convened the adjourned session with Koedam, Birkey, and Herman present. Motion carried assumes unanimous vote unless otherwise stated. Supervisor Behrens was absent.

The minutes of the January 2 and 7, 2020 meeting were reviewed. Motion made by Herman to approve minutes, seconded by Birkey. Motion carried.

The Board has received a recommendation from Dr. David Springer to appoint Sheila Thomas and Abbie Ackerman as medical examiner investigators. Motion by Birkey to appoint Sheila Thomas and Abbie Ackerman to medical examiner investigator positions effective 1-1-2020 for a 4 year term, second by Koedam. Motion carried. Smit will notify Thomas and Ackermann of their appointments and contact the State Medical Examiner Office regarding training.

The Board reviewed the quarterly reports for the Auditor and Recorder.

Lyon County Treasurer Russ Hopp joined the meeting to present the Semi Annual Report dated 12-31-2019. Hopp reviewed the funds and compared them to amounts from last year's Semi-Annual report. Motion by Herman, second by Koedam to approve report. Motion carried.

Motion by Birkey, second by Koedam to approve claims. Motion carried.

Supervisor correspondence: Auditor Smit shared the information that DGR sent to the Board for their input on two projects they will be doing for Lyon Sioux Rural Water. The Board had no concerns on the projects. Smit will let DGR know that the Board reviewed the projects. Koedam - attended the Ag meeting in Rock Valley. Feucht - Conservation held a pre-bid meeting for the nature center and will meet again on the 22nd.

Cindy Voss, Chief Operations Officer for RIDES joined the Board to answer any questions the Board may have regarding the FY21 financial request of \$2,400. This is the same amount as FY20. The Board thanked Voss for coming and will consider the request once budget work gets underway.

Dave Jackson, Road Superintendent shared the 5 year equipment proposal with the Board. The Board talked about where the used equipment is auctioned at. Jackson stated Blueline Auction site is used as well as most pickups go to Ahders Auctions. Jackson explained that they try to rotate dump trucks each year. Jackson is looking at a bigger excavator for bigger pipe work that could be done in house currently, but the current excavator isn't big enough. The Board made no decisions on the equipment proposal.

The clothing allowance for secondary road employees was discussed to be able to include upgrading Bluetooth devices at an employee's discretion. The blue tooth the County supplies with their cellphones are not the highest quality and there are some employees that would like to upgrade them in order to fully utilize them. The board agreed that it would allow employees to use the clothing allowance to purchase Bluetooth items. It was also asked if the GPS's are staying on and if the department is getting any closer to moving to the GPS and away from the logbooks. Jackson says there are still quirks in the system and doesn't feel they could move completely away from logbooks yet.

Tricia Driesen with the Center for Financial Education joined the meeting to talk about the work the Center does. The Center's main office is located in Sioux Center but has been working in Lyon County for roughly 10 years. Currently the Center is operating out of the First Reformed Church in Rock Rapids. Driesen stated the Center also works with clients in the Sioux Rivers Mental Health region. Driesen stated the Center would appreciate any amount but \$1,000 to \$2,000 from Lyon County would help to cover costs associated with helping a family through the program for a year.

David DeNoble with DeNoble, Austin & Company, PC was present to give the FY19 audit report.

The Board broke for lunch at 12:30 p.m.

The Board reconvened at 1:15 p.m. to decide on the 2020 official newspaper per Iowa Code 349 for Lyon County. The afternoon session will be recorded. Vice Chair Feucht noted that the applications are the same that were opened at the 1-2-2020 meeting. Feucht also noted that the applications were complete and notarized and appeared normal. The Doon Press had 341 subscribers noted, West Lyon Herald 735 subscribers noted, and the Lyon County Reporter 1,291 subscribers noted on their respective applications. The Board feels that the West Lyon Herald and the Lyon County Reporter could be seen as the same paper in the respects of one owner (New Century Press), taxes are paid only by New Century Press, the general manager is the same for both papers, and a few other items. In order to determine if they can be viewed as two separate papers, the Board needs to map out the subscriber lists for the West Lyon Herald and Lyon County Reporter that were included with the applications opened on the 1-2-2020 meeting. The Board will then determine if the West Lyon Herald and Lyon County Reporter serve the same or different geographic areas. After mapping the subscriber lists, the maps were compared. It was determined that the West Lyon Herald serves mainly the West side of the county where the Lyon County Reporter serves the center and Eastern side of the county. As a result of the mapping of subscribers, the Board determined that the papers should be viewed as two papers. Motion by Herman, second by Birkey to name the West Lyon Herald and Lyon County Reporter as the 2020 Official County Newspapers. Motion carried.

Handwritten claims dated 1-8-2020 in the amount of \$45,339.95 were reviewed and approved. Check sequence #143868-143870.

IBC ACH Payment	2019 Flex Claims 1/2-1/5/	1144.16
Lyon County Treasurer - ACHI	Wellmark Dec Stop Loss Re	13042.38
Wellmark BlueCross BlueShield	Dec Admin Fees,claims	31153.41
Grand Total		45339.95

Health Insurance Fund	44,195.79
Flex Benefits Account	1,144.16

Conservation claims dated 1-9-2020 in the amount of \$13,210.40 were reviewed and approved. Check sequence #143871-143885.

Alliance Communications	LPRA Phone, LD & Internet	116.00
Michael G. Hoing	Board Mileage-July-Dec	90.00
Iowa Department of Revenue -	4th Q 2019 Lodging Tax	1263.00
John Deere Financial	Screens,Lambs,Rivets-trac	350.88
Lyon & Sioux Rural Water	28,000 Gallons Water	176.70
Lyon County Extension Office	Craig-Pesticide/Comm Trai	360.00

Lyon Rural Electric Coop	LPRR Electric	1008.16
Martin Gardner Architecture	Professional Personnel La	7824.80
Menards - Sioux Falls East	Duck Tape and Paper Towel	16.47
Oak Street Station	High Traction Tires	850.00
Emily Ostrander	Reimb:Buffalo Plaid Ribbo	93.10
Premier Communications	Office Phone, LD & Intern	92.57
Sunshine Foods	EE Supplies	10.30
Todd's True Value	Outlet Covers	2.28
US Bank - Purchase Card Purcha	49.52 G Gasahol	956.14
Grand Total		13210.40

General Basic Sub Fund	5,385.60
Capital Project Fund	7,824.80

Payroll dated 1-15-2020 was reviewed and approved.

Payroll Warrant Register in the amount of \$74,534.79 is listed by fund.

General Basic Fund	9,313.66
Rural Service Basic Fund	18,810.19
Secondary Road Fund	46,410.94

Payroll Disbursement Register in the amount of \$29,245.17 is listed by Fund.

General Basic Fund	3,750.60
Rural Services Basic Fund	7,980.08
Secondary Road Fund	17,514.49

Veteran Affairs claims dated 1-13-2020 in the amount of \$651.57 were reviewed and approved. Check sequence #144077-144082.

Jerry M. Baatz	Mileage (30) December mee	15.00
Douglas W. Hilbrands	Mileage (30) December mee	15.00
Little Rock Free Lance	Advertising	12.00
National Assoc. of County Vet	Membership 2020	50.00
New Century Press	Advertising	472.00
Premier Communications	Office phone	87.57
Grand Total		651.57

General Basic Fund	651.57
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Claims dated 1-14-2020 in the amount of \$140,405.54 were reviewed and approved. Check sequence #143945-144076.

Advanced Systems, Inc. Gordon	10/8/19-1/7/20 Overage	72.37
Alliance Communications Attn:	Jan 911 Recurring	150.00
Arrow Manufacturing, Inc.	Fix sirens in A1	180.00
Auditor of State State Capitol	FY2019 Audit Filing Fee	625.00
Nikki Baatz	December Mileage (590)	295.00
Barco Municipal Products Inc	light bar #2	300.82
Mark A. Behrens	July-Dec Brd Mileage (651)	325.50
Boyer Trucks	sensor, striker #6	49.91
Butler Machinery Company	bushings #64,65,67	270.34
Calhoun-Burns & Associate Inc.	bridge design,inspection	21125.37
Canon Financial Services Inc.	Canon Contract	268.00
Care Initiative - Lyon Manor	Dec Jail Meals 202@\$6.00	1212.00
City of Alvord	utilities	53.50

City of Doon	water - Doon shop	33.00
Cooperative Energy Company	Dec Fuel,tires,service	44101.22
Cooperative Farmers Elevator	ice melt,acrylic sheet	114.79
Country Boy Doors, Inc	overhead door parts - Inw	7.52
Natalie Cross	December Mileage (897)	448.50
Culligan Soft Water Serv.	Jan/Feb Rental	122.00
Dakota Fluid Power Inc.	cylinder #122	1530.80
Denny's Sanitation Inc.	Oct-Dec Garbage Service C	471.00
DJ's Service	2430 gal diesel fuel	6343.79
Doon Press	Dec. Drunk Drive,snow ord	164.00
Connie Douglass	Dec Mileage (34)	17.00
DRG Mechanical	HVAC service Lester/Larchwood	2205.00
Equipment Blades Inc.	32 - 3' carbide plow blad	4752.96
Joshua A. Feucht	July-Dec Brd Mileage (341)	170.50
Frontier	Jan 911 Recurring	195.17
Frontier Bank	Snow Removal - Annex	40.00
George Office Products	Office supplies,chair	740.17
Guardrail Enterprises Inc.	guardrail repair - S of D	3500.00
H & H Repair	coupler#12, hardware	34.57
Heather Heimensen	12/30/19 Mileage GE (38)	19.00
Heather Hernandez	Dec Mileage (28)	14.00
Hiller Lumber	shop supplies	34.22
Hillyard / Sioux Falls	Custodial Supplies	960.11
Hydraulic Solutions	seal kits #10,#26,labor	321.29
IBC Innovative Business Consul	Dec Employee Benefit Serv	1760.00
Iowa Concrete Paving Assn	reg fee - Cole Knutson	195.00
Iowa Dept of Transportation At	Steve Maurer - HMA Level	600.00
Iowa Prison Industries	Stripe items for patrol c	27.30
Iowa State University	Knudson-Br&Culv Backwater	50.00
ISAA c/o Wayne Schwickerath	2020 Association Dues	680.00
ISAC	Spring Registrations	570.00
JCL Solutions-Janitors Closet	Custodial Supplies - Jail	548.69
Jim Hawk Tr Trailers Inc.	wire harness, air dryers	644.57
Keith's Korner	Dec Fuel - 61.06 G Gasaho	145.00
Shannon Klarenbeek	Dec Mileage (601)	300.50
Merle Koedam	June2019-Dec Brd Mileage(2330)	1165.00
Marilyn Lafrenz	Dec Mileage (836)	418.00
Larchwood Lumber Company	lumber for shop repairs	51.52
Larchwood Quick Stop	121 gal gasahol	292.13
Lil Chubs Corner Stop	15 gal gasahol	35.19
Lyon & Sioux Rural Water	water - Lester/Larchwood shop	68.50
Lyon County Sheriff Dept.	Sheriff Fees	163.20
Lyon Rural Electric Coop	security light rental Oct	777.80
Mainstay Systems Inc.	Jan-March IA sytem PC Mai	237.00
Matheson Tri-Gas Inc	1/6/20 5 oxygen cylinders	160.60
John M McCarty	hi-vis sweatshirt	37.26
Mills & Miller, Inc.	27.73 tons salt @ 71.00/t	1968.83
MOCIC Membership	2020 Membership	150.00
Modern Gas Company	225.3 gal LP gas	279.15
Joel Moser	Dec Mileage(214),reimb postage	114.35
Neopost USA Inc	1/30-4/29/20 Equip Rental	61.93
New Century Press	Brd Min,snow ord,FT RN ad	486.88
North Central International	seat #2	460.76
Northwest District Assessors c	District Dues	200.00
Oak Street Station	Dec Fuel,tires,service	8725.20
Osceola Rural Water	water - Little Rock Shop	39.99
Papik Motors	Service,labor,carpet,wipers	612.46

Pitney Bowes Inc.	postage machine rental	53.85
Premier Communications	Jan Phone,internet,cable,fiber	3870.73
Premier Network Solutions d/b/	Upgrading Network Switch,IT	4226.00
Prevent Child Abuse America	Jan-June2020 Affiliation	919.00
Rapid Auto Repair Michael D. K	fuel pump module #51,labor	391.98
RDO Equipment Company	filters	321.34
RELX Inc DBA LexisNexis	Dec Online periodical	175.96
Rock Rapids Ace Hardware	Shop supplies,small fridge	523.58
Rock Rapids Machine & Welding	Bracket for EMA lightbar	221.36
Rock Rapids Municipal Housing	Rental Assistance #39-016	200.00
Rock Valley Radiator & Auto	shop supplies,radiator cap,clean	158.69
Brooke Rozeboom	Dec Mileage (16)	8.00
Runnings Supply Inc.	Plan room supplies	310.89
Schaeffer Mfg Co.	120 tubes grease	564.00
Steve Simons	Dec Mileage (385)	192.50
Stericycle, Inc.	Monthly Sharps Disposal	69.29
Storey Kenworthy / Matt Parrot	Brd Minute Book#26,Election bks	785.26
Sturdevant's Auto Parts	parts,oil,filters,battery	2065.04
Sunshine Foods	Inmate food, Emerg voucher	524.02
The Shop Larchwood LLC	tire repair #51	15.00
Todd's True Value	shop supplies	144.99
Town & Country	garbage service-Little Ro	25.99
TransUnion Risk & Alternative	Dec Collections Search	304.30
Tri-State Ready Mix Inc.	redimix - fuel barrel bas	283.00
Two Way Solutions, Inc.	Labor transfer EMA Radio	395.21
US Bank - Purchase Card Purcha	Upkeep software,fuel,racks	
	Postage, 2019 Code of Iowa	8106.53
Richard VanDenTop	Reimb:New Uniform Pants	32.33
Verizon Wireless	12/19-1/18/20 Cell Phone	152.31
Wheelco Brake & Supply	gasket, locknut #10	22.85
Ziegler Inc.	Seals,hoses,box-a-tool	2046.31
Grand Total		140405.54

General Basic Fund	26,124.24
County MHD Services Fund	277.98
Rural Services Basic Fund	186.22
Economic Development Fund	192.50
Secondary Road Fund	107,905.91
Surcharge on E911	2,293.92
Emergency Management Services	727.30
Co. Assessor Agency Fund	937.47
Health Insurance Fund	1,760.00

There being no further business there was a motion by , seconded by 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.